

RIGHT TO INFORMATION ACT, 2005

PART – I

POLICE HEADQUARTERS

DEPARTMENT OF POLICE, GOVERNMENT OF MIZORAM

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(vide PHQ Order No.CB/PHQ/COR/RTIA/2015/62 dt.24.3.2016 & No.CB/PHQ/COR/RTIA/2015/63 dt.30.3.2016)

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RIGHT TO INFORMATION ACT, 2005
POLICE HEADQUARTERS

1. Police Headquarters:

The Director General of Police-cum-Inspector General of Police as the Commander of the State Police Force and Head of Department functions through his office which is known as the Police Headquarters. He is assisted by Inspector General of Police, Deputy Inspector General of Police and Assistant Inspector General of Police along with a number of Ministerial Staff under Additional Superintendent of Police (Ministerial). There is also an Engineering Cell under an Executive Engineer assisted by Assistant Engineer and Junior Engineer to take care of the constructions under Police Department and a Finance and Accounts Officer (FAO) from Finance Department to ensure that financial transactions of the Department are carried out according to the Financial Rules and Regulations of the State Government and to ensure that all financial norms are complied with. The number of Inspector General of Police, Deputy Inspector General of Police and Assistant Inspector General of Police depends on the requirement and as sanctioned by the State Government from time to time.

POWERS, DUTIES AND RESPONSIBILITIES OF OFFICERS

2. Duties and Responsibilities – General:

The duties of different officers in the Police Headquarters are laid down below. These should not be taken as complete enumeration of all the duties. The gaps shall be filled up by the Director General of Police by Standing Orders. Limited modifications may also be made by him with approval from Home Department as he is ultimately responsible to the State Government for the entire State Police Force.

3. The Director General of Police:

(1) The Director General of Police of the State is the Commander of the State Police. The administration of Police throughout the State, subject to the general control of the State Government, is vested in him. He is responsible to the state government for the efficient functioning of the state Police. He is responsible for internal administration of the police and the efficient functioning of police in their day-to-day performance of duties. He is to ensure through various measures that discipline is enforced and the morale of the force is kept high; that good works duly rewarded while indiscipline conduct or neglect of duty are promptly punished. He should promote esprit de corps, camaraderie and fraternity amongst all personnel of the Force and must take measures to instil a sense of pride in police uniform and ensure that every individual develops a sense of belonging to the Force.

(2) Magisterial Power: The Director General of Police-cum-Inspector General of Police enjoys the full powers of an Executive Magistrate throughout the State but he shall exercise this executive magisterial power subject to such limitation as may be imposed from time to time by the State Government.

(3) Rule-making power: The Director General of Police may subject to the approval of the State Government, frame rules and regulations in respect of organisation, classification and distribution of the state police; their location, nature of duties, inspections, clothing and accoutrement and other necessities to be furnished to them, the kind of weapons to be used by the Police and the nature and type of intelligence and informations to be collected and disseminated. The Director General of Police may frame rules and regulations and issue circular orders for the purpose of preventing abuse of powers and neglect of duties by the Police and to make the Police Force more efficient and effective in the discharge of duties.

(4) Adviser to the State Government: The Director General of Police is to advice the State Government in all matters relating to Police, security, crime, and maintenance of law and order. On his impartial advice depends a correct framing of policies and action plans having far reaching consequences.

(5) The Director General of Police is to inform the State Government in regard to all important developments including political issues and in matter that may affect the security of the nation, maintenance of law and order in the state and keeping of peace in the society; programmes of agitation by any organised group, any development that may attract wide public attention, etc., so that the state government is forewarned and that meaningful decisions can be taken and policies laid down.

(6) The Director General of Police is the central authority to direct Police operations in times of large scale disturbances like demonstrations, strikes, riots, public disorders, communal disturbances, political agitations and insurgency movements. Under such situations the Director General of Police has the full powers to withdraw Police personnel from one place and to re-deploy them to another area so that effective measures to deal with such situations are taken. He is responsible for deployment of the Force especially the battalion personnel in such a manner as to be most effective in dealing with disturbances. However, on such important and vital matters, he should consult senior Police Officers working under him to arrive at the just and right decision.

(7) The Director General of Police, under exceptional circumstances, when their security is threatened, may order deployment of Additional Police for protection of individuals, establishment or institutions for a limited period on payment of the cost of Police personnel so deployed.

(8) The Director General of Police is responsible through the Deputy Inspector General of Police, Administration for preparation of the budget for his department and to enforce economy in expenditure, and to ensure that limited financial resources are utilised to maximum effect.

(9) He is to ensure that all equipments like clothing and accoutrements, arms and ammunitions, etc., are provided to all the units of the State Police, and that no unit or sub-unit of Mizoram Police does not face any problem in executing their allotted tasks due to lack of equipments.

(10) The Director General of Police is also responsible for drawing up plans of reorganisation of the State Police so as to make more effective in its functions, to remove difficulties in efficient performance of duties by the Police or to introduce improvements in any aspect of policing in the state. Such plans shall be submitted to the State Government in the form of proposals.

(11) The Director General of Police may prescribe books and registers to be used by the different units and sub-units of the state police.

(12) The Director General of Police is to carry out periodical inspections of different Units so that all the units of the Police Force are inspected once in two years. He may direct the Inspector General of Police, Hqrs to inspect the less important units on his behalf.

(13) The Director General of Police is to ensure that all ACRs are initiated, reviewed or accepted within the prescribed time.

(14) The Director General of Police is responsible to ensure that the welfare of the police personnel are taken care of and that welfare measures are undertaken by each unit within their capacity and that Gazetted officers take interest in such welfare projects.

(15) The Director General of Police is to ensure that Annual Administrative Reports to the State Government is submitted in time. For this purpose the different units of Mizoram Police shall have to submit their Annual Administrative Reports to the Director General of Police in time.

(16) The Director General of Police has to maintain close cooperation and cordial relationship with the Chief Secretary of the state, other Secretaries and Heads of Departments; and also with his counterparts in the neighbouring states.

4. The Inspector General of Police, Headquarters:

(1) The Inspector General of Police, Headquarters shall perform the duties of the Director General of Police in his absence.

(2) He shall be the link between the Deputy Inspector General of Police Range, Deputy Inspector General of Police Training and Deputy Inspector General of Police Criminal Investigation Department on one side and Director General of Police on the other. He shall supervise the functions of these DIGsP and the Units under their control. However the Special Branch shall remain under the direct control of the Director General of Police.

(3) Without any prejudice to the responsibility and powers of the Director General of Police he shall be responsible for maintenance of law and order in the State, all operational matters of the armed police, prevention and detection of crimes and computerisation of all record keeping of the Force including SCRB and DCRB. He discharges these responsibilities through the Deputy Inspector General of Police, Criminal Investigation Department and Deputy Inspector General of Police, Range.

(4) He shall be responsible to the Director General of Police for planning of training for Mizoram Police and all trainings being organised by the State Police and also ensure that essential training courses outside the state are attended by members of the State Police. He shall ensure that the training institutions are functioning efficiently and to suit the needs of the day. He discharges these responsibilities through the Deputy Inspector General of Police, Training.

(5) He shall be responsible to the Director General of Police for efficient performance of duty by the State Fire & Emergency Services and the Mizoram Police Radio Organisation. He shall ensure that all equipments and accessories required for execution of their duty are provided, and that the officers and men are capable of fulfilling their tasks, their basic and in-service trainings are completed and that their equipments are properly maintained.

(6) He is responsible to the Director General of Police for the efficient administration of the Battalions, their proper upkeep, and operational efficiency of the officers and men. He shall ensure that the Deputy Inspector General of Police Training, the Commandant and other Gazetted officers performs their duty and carry out their responsibilities to the best of their ability.

(7) He acts as the Sports Officer of the Police Force and ensure that participation in games and athletic activities are encouraged.

(8) He shall be responsible for all the welfare measures taken by different units and ensure that Welfare Institutions are managed on proper lines.

(9) He shall carry out any other duty or task assigned to him by the Director General of Police.

5. The Deputy Inspector General of Police (Administration/Hqrs.):

(1) The Deputy Inspector General of Police, Administration, is the principal staff Officer to the Director General of Police. He is to take care of all the administrative matters in the office of the Director General of Police.

(2) He shall deal with all matters relating to personnel of Mizoram Police and their service. All appointments, transfer and postings, deputation, reward and punishment are to be dealt by him.

(3) All matters connected to the reorganisation and modernisations of Mizoram Police are to be processed through him. Reorganisation and modernisation of the State Police is an on-going process, and the Deputy Inspector General of Police, Administration, has to assimilate and translate into practical proposals, the lessons learnt from past experiences, the feedback from various sources regarding policing, and latest trends and methods adopted in other places.

(4) All matters pertaining to procurement of materials required by the Force such as clothing and accoutrement, tentage, arms and ammunitions, etc., are to be processed through him. He is to ensure that the equipments and other requirements are provided to the different Units so that no handicap is faced by the personnel at the field in execution of duties.

(5) He is to ensure that proposals for purchase of vehicles are submitted in time; condemnations proceedings initiated in respect of vehicles due for condemnation. He shall monitor expenditure on Petroleum, Oil and Lubricants and repair of vehicles to enforce economy. He is to ensure that maintenance and repairs of vehicles by different Units are done promptly and with utmost economy.

(6) He is to deal with all the matters connected to keeping of accounts of financial transactions by the Police Department and to ensure that the financial rules and regulations of the State Government are followed by the Police Headquarters and all the Units of Mizoram Police. He is to deal with audit objections, budgetary matters and ensure that budget are prepared and submitted in time.

(7) He is to look after all the construction works under the department including maintenance and repairs of departmental buildings. He is to ensure that all the departmental buildings and residential quarters are constructed according to the approved plan and estimate and that all financial norms are complied with.

(8) He shall deal with any other matters entrusted to him by the Director General of Police.

6. The Deputy Inspector General of Police, Training:

(1) The Deputy Inspector General of Police, Training is a part of the Police Headquarters and is responsible to Inspector General of Police, Headquarters and the Director General of Police in all matters connected with training. He is to ensure that the training of Mizoram Police personnel are carried out on proper lines, that the latest techniques of training are incorporated by the training institutions and that the Basic Training Courses, Cadre Training Courses, Refresher Training including the Battalions Rotational Training are carried out regularly. He is to supervise the functioning of the Training Centre and the training course conducted there and also the other training courses conducted by various Units including the training of Ministerial Staff, and those of Mizoram Police Radio Organisation and State Fire & Emergency Services.

(2) In addition to Training and looking after the works of the Police Training Centre, he shall be the supervising officer to the Superintendent of Police, Fire & Emergency Services, the Superintendent of Police, Wireless of the Mizoram Police Radio Organisation and all the Commandants of Armed Battalions. He shall be the appellate authority in disciplinary matters in respect of these Units. He shall initiate the Annual Confidential Reports of the Principal, Police Training Centre, the Superintendent of Police, Fire and Emergency Services, the Superintendent of Police, Wireless and all Commandants.

(3) He shall ensure that there are qualified instructors for all subjects taught to the police personnel including Specialist instructors like Map Reading Instructor, PT Instructor, etc. Effectiveness of training depends on the trainers and he should therefore take all measures required to have full complements of Instructors for all training courses including that of the technical personnel of Mizoram Police Radio Organisation, Fire & Emergency Services, Motor Vehicle Mechanics, Armourer, etc.

(4) He shall inspect all the Units under him once a year.

(5) He shall carry out any other duty assigned to him by the Director General of Police.

7. The Deputy Inspector General of Police, Range (Nothern/Southern):

(1) The Deputy Inspector General of Police, Range is to supervise the functioning of all the Superintendents of Police of the Districts under his range including Traffic and to ensure that the officers and men under him perform their duties in a responsible manner. He shall give guidance wherever necessary. He should promptly visit a district whenever a new Superintendent of Police takes over the district and give briefing to him. He shall be the appellate authority in disciplinary matters in respect of the district police personnel. He shall intimate the Annual Confidential Report's of the Superintendents of Police.

(2) As a supervising officer who has to work in close cooperation with the District Magistrate, it is in his interest to maintain cordial relationship with the District Magistrates.

(3) He shall personally deal with more difficult situations by virtue of his greater experience and expertise. He should not hesitate to personally direct police operations for enforcing law and order or to counter-act insurgents and terrorists.

(4) He shall have to actively involve himself in suppressing widespread agitations or movements covering more than one district.

(5) He shall inspect the offices of all the Superintendents of Police under his range once a year and shall also inspect the important Police Stations.

8. The Deputy Inspector General of Police (Special Branch/CID):

(1) In addition to the State Special Branch, the Deputy Inspector General of Police, Criminal Investigation Department, shall look after the Security and until a post of Deputy Inspector General of Police, Special Branch, is created. His functions as the Head of the State Special Branch and the Security is described in the portion dealing with the Special Branch. As Deputy Inspector General of Police in charge of Criminal Investigation Department he is responsible for all matters connected with crimes.

(2) He shall be responsible to the Director General of Police for all matters connected with crimes – investigation and prosecution of cases, prevention of crimes and criminal intelligence. He is the supervising officer to the Superintendent of Police, Criminal Investigation Department, and in that capacity shall ensure proper functioning of the office of the Superintendent of Police, Criminal Investigation Department, and should inspect it at least once a year.

(3) He shall be responsible through the Superintendent of Police, Criminal Investigation Department, and Superintendents of Police of the districts for proper functioning of State Crime Record Bureau and the District Crime Record Bureau and to ensure that crime records are maintained properly, kept up-to-date and that reports and returns are submitted in time.

(4) He should ensure that investigations into cases are not delayed and are being done on proper lines and that supervising officers duly supervise investigations of important criminal cases. The efficiency and the expertise of the investigating staff depend on the guidance given by him and the Superintendents of Police, Criminal Investigation Department, and Superintendents of Police of the districts. Refresher courses on investigations may have to be organised at his initials.

(5) He shall ensure that there is proper coordination between the investigating staff and the prosecuting staff and that the Court Office is properly keeping the records of criminal cases till the trial begin, that the exhibits of the cases are kept safely and that packing of the exhibits are done properly when sent for Experts' opinion.

(6) He shall be responsible for collecting criminal intelligence and disseminating these informations to the authorities concerned.

(7) He shall be responsible for any other duty assigned to him by the Director General of Police.

9. The Assistant Inspector General of Police - I:

(1) The Assistant Inspector General of Police-I shall act as the Head of Office for the Police Headquarters.

(2) He shall be responsible for proper functioning of the Confidential Branch and the Establishment Branch of the office of the Director General of Police. He shall be responsible to the Deputy Inspector General of Police, Administration and the Director General of Police for all the matters dealt by these branches.

(3) He shall ensure that all reports and returns to be submitted by these branches are prepared and submitted in time.

(4) He shall be responsible for preparation of the Annual Administrative Reports of Mizoram Police and ensure that different administrative units of Mizoram Police submit their Annual Administrative Report by the 15th of February every year and that the report of the department as a whole is prepared and submitted to government by 1st of June.

(5) He shall ensure that the Annual Confidential Report of the ministerial staff and others are initialled and reviewed timely.

(6) As the officer who is to process all matters of appointment, promotion, disciplinary proceedings and rewards he must be fully conversant with the rules and regulations on these matters and ensure that fair and impartial actions are taken in all these matters.

(7) He shall carry out any other duties assigned to him by the Director General of Police.

10. The Assistant Inspector General of Police - II:

(1) The Assistant Inspector General of Police-II shall be in charge of the Construction Branch, the Supply Branch and the Motor Vehicle Branch including the Central Police Workshop and he shall be

responsible to the Deputy Inspector General of Police, Administration, and the Director General of Police for all matters connected with the subjects dealt by him.

(2) He shall be responsible for ensuring that all procurements for the Department are done in time every year so that the personnel are fully equipped for execution of their duties at all times.

(3) He shall ensure that tender notices for supply of equipments and also for construction of new buildings and major repairs are issued in time so that the whole process of supply of equipments or constructions works are completed during the year. He is to ensure that the scrutiny of tenders for supply of materials or for construction works are scrutinised without any particularity or any favour to anyone.

(4) He shall ensure that all reports and returns submitted in respect of his subjects are prepared and submitted in time.

(5) He shall scrutinise the Petroleum, Oil and Lubricants returns from the Units to ensure that strict economy is enforced.

(6) He shall ensure that all Annual Confidential Reports of the Ministerial and other staff are initialled and reviewed in time.

(7) He shall carry out any other duties as directed by the Director General of Police.

11. The Assistant Inspector General of Police - III:

(1) The Assistant Inspector General of Police-III discharge the duties of Drawing and Disbursing Officer and in that capacity the responsibilities of Drawing and Disbursing Officer devolves on him.

(2) As the Drawing and Disbursing Officer of Police Headquarters he must ensure that all financial transactions are done according to the financial rules and regulations of the State and that the officers of the different units of Mizoram Police strictly abide by financial propriety and according to financial rules and regulations.

(3) He shall ensure that Audit objections are disposed within one month by the Police Headquarters and by the different units of Mizoram Police.

(4) He shall be responsible for proper functioning of the Accounts Branch and Training Branch. He shall be responsible to the Deputy Inspector General of Police, Administration, Deputy Inspector General of Police, Training and the Director General of Police for all matters connected with the subject dealt by him.

(5) It shall be his duty to ensure that training programmes and schedules are properly drawn up and that training courses are organised when they are due. He shall organise Trainers' Training Courses in the State and also send instructors and potential instructors to various courses of Trainers' Training conducted outside the State.

(6) He shall carry out any other duties assigned to him by Deputy Inspector General of Police, Administration, Deputy Inspector General of Police, Training or Director General of Police.

12. The Deputy Superintendent of Police (Ministerial):

A Deputy Superintendent of Police (Ministerial) is placed in charge of various branches in the office of the Director General of Police and that of the Deputy Inspector Generals of Police. He shall be responsible for the efficient working of the branches. A Deputy Superintendent of Police (Ministerial) should ensure that no correspondences or files are kept pending by the ministerial officers under him. He should give guidance to his subordinates especially the ones newly transferred to the Branch from another Branches or Offices and those who are newly appointed. He should be well acquainted with his subordinates and should help the Assistant Inspector General of Police-I and the Deputy Inspector General of Police (Administration) in allotment of works to different ministerial staff members.

13. Inspector of Police (Ministerial):

The Inspector of Police (Ministerial) in the office of the Director General of Police or the office of the Deputy Inspector General of Police shall assist the Deputy Superintendent of Police (Ministerial) of the branch to which they are posted. The Inspector of Police (Ministerial) in the offices of the Superintendents of Police are the Head Assistants of their office and are responsible for their efficient functioning including their disciplinary matters.

14. Sub-Inspector (Ministerial) and Assistant Sub-Inspector of Police (Ministerial):

The Sub-Inspector of Police (Ministerial) and Assistant Sub-Inspector of Police (Ministerial) in various offices are allotted different works. It will be upto the head of office to place an Sub-Inspector of Police (Ministerial) in charge of different matters and putting Assistant Sub-Inspector of Police (Ministerial) to assist him. The head of office may also place senior Assistant Sub-Inspector of Police (Ministerial) in charge of files independently and processing the matter through the Inspector of Police (Ministerial) / Deputy Superintendent of Police (Ministerial).

15. Organisation of Office of Director General of Police:

The Office of the Director General of Police (the Police Headquarters) is divided into different branches based on the type of works performed by them -

- (i) Confidential Branch,
- (ii) Establishment Branch,
- (iii) Loan Branch,
- (iv) Training Branch,
- (v) Supply Branch,
- (vi) Construction Branch,
- (vii) Account Branch,
- (viii) Central Police Workshop,
- (ix) DIG (NR) office,
- (x) Technical Cell,
- (xi) AIG-III office and
- (xii) Legal Branch

(I) CONFIDENTIAL BRANCH:

The Confidential Branch is manned by Dy. S.P assisted by 1 - Inspr., 4 - SI(M) and 1 - ASI(M) under the control of AIG-I. It normally deals with all confidential matters, transfer and posting of Gazetted Officers and their service matters including deputation. It also deals with high level meetings/committees inside and outside Mizoram, ACRs of ASI to Inspector, proposal for opening of PS/OP, creation of new posts, award of various Police Medals, award of Good Service Marks, Assembly Questions, Rajya Sabha Questions, Lok Sabha Questions, ex-gratia grant, Police Welfare Fund/Sports Fund etc.

FILES DEALT BY INSPR. C. LALREMLIANA		
Sl. No.	File No.	Subject
1	CB/PQ/GS/94/Pt.	Award of Good Service Mark (Closed)
2	CB/PHQ/GS/2011	G.S. Mark (Closed)
3	CB/PHQ/GS/2015	G.S. Mark
4	CB/PHQ/GS-Incre/2014	1 yr. advance increment to 5 G.S. Mark awardee
5	CB/PHQ/B/55	Jurisdiction of Police Stations (Closed) (<i>File hmuh loh</i>)
6	CB/PHQ/B/55/Pt.	Demarcation of PS/OP Jurisdiction (Closed) (<i>File hmuh loh</i>)
7	CB/PHQ/B/55/2013	Demarcation of PS/OP Jurisdiction
8	CB/PHQ/B/9	Opening of PS/OP within Champhai District
9	CB/PHQ/B/AZL	Opening of PS/OP within Aizawl District
10	CB/PHQ/B/AZL/12	Upgradation/Opening of PS/OP within Aizawl District
11	CB/PHQ/B/LLI	Opening of Police Outpost within Lunglei District
12	CB/PHQ/SHA/PS-OP	Opening of PS/OP within Saiha District
13	CB/PHQ/LTI/PS-OP	Opening of PS/OP within Lawngtlai District
14	CB/PHQ/OP-PS/Guidelines	Guidelines for opening of PS/OP
15	CB/PHQ/MMT/PS-OP	Opening of PS/OP within Mamit Distirct
16	CB/PHQ/KLB/PS-OP	Opening of PS/OP within Kolasib District
17	CB/PHQ/SCR/PS-OP	Opening of PS/OP within Serchhip District
18	CB/PHQ/BOP	Opening/Shifting of BOPs etc.
19	CB/HQ/HM-Meeting	HM's Meeting for establishment/shifting of PS/Ops
20	CB/PHQ/B/109/Pt	Proposal; creation of post & filling up of vacancies
21	CB/PHQ/B/109-SCR/	Creation of post for Prosecution Branch Serchhip (<i>File hmuh loh</i>)
22	CB/PHQ/PRO/43	Creation of post of P.R.O. in Police Deptt.
23	CB/PHQ/91	Promotion of Mechanic under Police Deptt.
24	CB/PHQ/B/109-MMT/11	Creation/Establishment of Prosecution Branch, Mamit
25	CB/PHQ/Auditors	Proposal; creating Auditors/Asst. Auditors in Police Deptt.
26	CB/PHQ/N.Dists/08	Creation of New Districts (Hnahthial/Khawzawl/Saitual)
27	CB/PHQ/B/MMT (<i>a hlui</i>) Creation-SDPOs/16 (<i>a thar</i>)	Creation of Posts for SDPO office at Kawrthah (<i>File hmuh loh</i>) (<i>a hlui</i>) Proposal for Creation of SDPO Post (<i>a thar</i>)
28	CB/PHQ/IV-Grd	Proposal for creation of IV-Grd. Posts
29	CB/PHQ/Dy.SP(Fire)	Proposal for creation of Dy.SP (Fire)
30	CB/PHQ/EE	Upgradation of E.E. PHQ
31	CB/PHQ/Creation-JE/2012	Creation of post of JE under Police Deptt.
32	CB/PHQ/32/Upgrade-SCR/09	Upgradation of SCR staff
33	CB/PHQ/ASI(Ftr)/09	Upgradation of posts of ASI (Ftr) MPRO
34	CB/PHQ/JS/08	Creation of Joint Secretary post
35	CB/PHQ/Addl.SP(W)/09	Upgradation of Dy.SP to ASP & Inspr. to Dy.SP in MPRO
36	CB/PHQ/DIR-FSL/2010	Creation of post of Direction, FSL

37	CB/PHQ/TRF/07	Establishment of Traffic P.S. and Creation of S.P. Traffic
38	CB/PHQ/SDPO	Proposal for creation of Police Sub-Division
39	CB/PHQ/DIGP(AB)	Creation of Posts of DIGP (Armed Bn.)
40	CB/PHQ/Dy.SP(Steno)/09	Creation of Dy.SP (Steno) post
41	CB/PHQ/DIR/F&ES/08	Creation of Director, F&ES
42	CB/PHQ/DTE-Pros/10	Setting up of Directorate of Prosecution
43	CB/PHQ/DIGP(ACB)/09	Creation of DIG ACB, Director (ACB) and others
44	CB/PHQ/DIGP(SR)/08	Creation of post of DIGP (Southern Range)
45	CB/PHQ/01/98/Stenos	Upgradation of Stenos under Police Deptt.
46	CB/PHQ/01/98	Upgradation of M/Staff
47	CB/PHQ/FSL/01	Establishment of FSL (B)
48	CB/PHQ/SB/01	Proposal for re-organisation of CID (SB)
49	CB/PHQ/B/MEDICO	Setting up of Medico-Legal Centre
50	CB/PHQ/Selection Grade/94	Creation of Senior Selection Grade posts of Group 'D'
51	CB/PHQ/B/TRF-KLB	Establishment of Traffic Police at Kolasib
52	CB/PHQ/TRF-POINT/09	Traffic Point at Meisatla Check Gate
53	CB/PHQ/B/109/Pt	Proposal; creation of Prosecution Staff at DM's Court, Kolasib/Vairengte
54	CB/PHQ/BZR/B.Post/09	Opening of Beat Post at New Market
55	CB/PHQ/TRF-LTI/03	Establishment of Traffic Police at Lawngtlai
56	CB/PHQ/Req/ MODERN/2010	Requisition of Modernisation File
57	CB/PHQ/B/199	Short-Coming/Requirements in respect of Various Units
58	CB/PHQ/B/193	Delegation of Financial power to Chief of Police
59	CB/PHQ/B/75	Proposal for creation of Steno Grade I & III
60	CB/PHQ/Gr.D	Conversion of Group 'D' Employees into Follower Combatant
61	CB/PHQ/B/110	Proposal for review of existing sanction strength of various ranks
62	CB/PHQ/Dist.Police/06	Proposal for strengthening of District Police
63	CB/PHQ/Band-PLTN/93	Proposal for Band Platoon (Transferred to AIG, HRQS)
64	CB/PHQ/B/80/96/Vol.III	Opening of PS/OP (Closed file) (10 to 17 in a replace)
65	CB/PHQ/FSO/Mech	Creation of Grade Pay and promotion of Mechanics, FSO
66	CB/PHQ/DPC/05	Constitution of DPC member
67	CB/PHQ/B/196	Proposal for creation of separate Traffic Branch in Lunglei
68	CB/PHQ/90/93	Creation of posts for Ops/PS/Sub-Division
69	CB/PHQ/PTC-PTS/12	Upgradation of PTC to Police Training School
70	CB/PHQ/B/Cipher	Cipher courier duty - MPRO
71	CB/PHQ/GD/2000/Pt	Upgradation of GD Constable posts under MPRO
72	CB/PHQ/HC (Opr)	Upgradation of posts of HC (Opr) MPRO
73	CB/PHQ/Upgradation/HC/95	Upgradation; HC & Const. (Creation of Selection Grade Post)
74	CB/PHQ/WT/98	Proposal for WT Commn. Range. Shifting/Closing of PR Stations
75	CB/PHQ/Install/WT/96	Installation of wireless set/repeater station
76	CB/PHQ/MPRO/Re-Org/2015	Organisational Setup of MPRO
77	CB/PHQ/Upgrade-Fitter	Upgradation of Fitter (MPRO)
78	CB/PHQ/MISC/MPRO	Correspondence on MPRO Misc subject
79	CB/PHQ/MECH/95	Conversion of Mechanic into Uniformed Cadre
80	CB/PHQ/Wireless/95	Amalgamation of HC (Elect) into HC (Fitter)
81	CB/PHQ/B/12	Grant of Proficiency Pay
82	CB/PHQ/B/12	Technical Allowance to MPRO, Technical Staff
83	CB/PHQ/NK(OPR)/IR BN	Re-designation of Const. (Opr) to Nk. (Opr) & Nk. (Opr) to HC (Opr)
84	CB/PHQ/B/167	Approval for sending of wireless staff for wireless course
85	CB/PHQ/B/175	Proposal for creation of ASP, operation, MPRO
86	CB/PHQ//2-MAP	Raising of 2 MAP
87	CB/PHQ/Raising-Day/96	IR Battalion Raising Day
88	CB/PHQ/B/191	Proposal for establishment of IR Bn. at Lawngtlai, etc.
89	CB/PHQ/IR/MISC	MISC. Rank Structure of IR Bns. etc.
90	CB/PHQ/3IR/MISC	Misc. subject on 3 IR
91	CB/PHQ/2IR/05	Shifting of Temporary HQ of 2nd IR from Aizawl to Khawzawl
92	CB/PHQ/IR BN/92	Raising of IR BN Mizoram - 1st IR Bn.
93	D.11014/CSS/2011-DGP	Raising of 2nd IR Bn.
94	CB/PHQ/IR/3/04	Raising of 3 IR Bn.
95	CB/PHQ/IR/4BN/07	Raising of 4 IR Bn.
96	CB/PHQ/5-IR/08	Raising of 5 IR Bn.
97	CB/PHQ/IR/STATUS	Raising Status of IR Bns.
98	CB/PHQ/SHIFTING-PTC/11	Shifting of PTC Lungverh to Thenzawl
99	CB/PHQ/RR/FORENSIC	R.R. for DD & AD (Forensic) under Police Deptt.
100	CB/PHQ/B/169/98	R.R. for FSO
101	CB/PHQ/RR/SP(M)	R.R. for SP (M)
102	CB/PHQ/RR/91	R.R. (Draft) for Hav. Clerk/VDO
103	CB/PHQ/RR/03	Repeal/Amendment of existing R.R.
104	CB/PHQ/B/152	Corr. on Recruitment/RR etc. with MPSC
105	CB/PHQ/RR/MED	R.R. of Medical Staff under Police Deptt.
106	CB/PHQ/RR/MPRO/RM	Amendment of R/R in respect of ASI (RM) MPRO
107	CB/PHQ/B/168	Draft Recruitment Rules for Fire Service
108	CB/PHQ/RR-COMP/12	R.R. for Computer Opr. & Data Entry Opr., GOM
109	CB/PHQ/RR/MPRO/Gr.A	Amendment of R.R. for SP (Wrls)
110	CB/PHQ/RR/MPRO	Amendment of R.R. of MPRO Staff

111	CB/PHQ/CPW/95	R.R. of CPW staff
112	CB/PHQ/RR/M.O.	R.R. for M.O. on deputation under Police Deptt.
113	CB/PHQ/RR/IV-Grd.	R.R. for IV-Grade
114	CB/PHQ/RR/DRV/04	Upgradation and R.R. of Police Drivers
115	CB/PHQ/RR/VDO	R.R. for VDO
116	CB/PHQ/RR/PPS/09	Draft R.R. for Steno Senior Grade-I (PPS)
117	CB/PHQ/RR/COMP/	R.R. for computer staff under Police Deptt. (<i>awmlo 108 nen in ang</i>)
118	CB/PHQ/HC(GD)/RR/12	R.R. for Head Constable (GD) MPRO
119	CB/PHQ/RR-INSPR(M)/12	Mizoram Police Ministerial R.R., SI (M) to Inspr. (M)
120	CB/PHQ/RR/DSP(M)	Recruitment Rules of Dy.SP (M)
121		Mizoram Municipalities (Procedure and Conduct of Business) Rules 2007 (<i>File hmuh loh</i>)
122	CB/PHQ/88	Enforcement of Customs Act 1962 to NE States
123	CB/PHQ/B/157/96	Traffic Control/M.V. Act.
124	CB/PHQ/MPM-BPR&D/2011	Model Police Manual of BPR&D
125	CB/PHQ/MPM/AMEND	Revision/Amendment of Mizoram Police Manual 2005
126	CB/PHQ/MANUAL/02	Finalisation of Draft MPM and its Correspondence
127	CB/PHQ/RSB/10	Rajya Sainik Board Meeting
128	CB/PHQ/KSB/09	Meeting of Kendriya Sainik Board
129	CB/PHQ/ADMN-REPORTS	Annual Administration Reports of Police Department
130	CB/PHQ/PAY.COM/05	Mizoram Pay Commission, 2005
131	CB/PHQ/HF/2000	Formation of Hunter Force/Commando Platoon
132	CB/PHQ/ACH/2011	Achievements of Police Department
133	CB/PHQ/B.SPEECH/09	Materials for Budget Speech
134	CB/PHQ/SPEECH/09	Materials for Independence Day/Republic Day Speech
135	CB/PHQ/MATERIALS-MPA/2011	Research on Mizoram Police Admns./Questionnaire etc.
136	CB/PHQ/GOVERNOR-REPORT/12	Report on Setanism in Mizoram
137	CB/PHQ/INFO-DGP/12	Information Called by DGP Mizoram (<i>File hmuh loh</i>)
138	CB/PHQ/A/87	Ration Allowance/Diet Allowance
139	CB/PHQ/MPC/2K	Constitution of Mizoram Pay Commission
140	CB/PHQ/B/103/VOL.II	Corr. On Ration/Kit Maintenance/Clothing Allowances
141	CB/PHQ/B/153	Shoulder Badge for M/Staff of Police Department
142	CB/PHQ/B/70	Unauthorised use of Police/Military Uniform and Insignia
143	CB/PHQ/B/129	Washing/Uniform Allns. of Nurses in Police Hospital
144	CB/PHQ/RIFLE. ALLNS/03	Proposal to Increase R.A. of Mizoram Armed Police
145	CB/PHQ/CA/89	Charge Allowance
146	CB/PHQ/B/27	Uniform Code for Winter/Summer
147	CB/PHQ/CC/11	Citizen's Charters
148	CB/PHQ/BU-TODAY/2012	Recommendation's to be published in Bureaucracy Today
149	CB/PHQ/PWC/2011	Police Welfare Commission
150	CB/PHQ/HON.IV-GRADE/10	Honorarium/Addl. Pay for Police IV-Grade
151	CB/PHQ/REP.DAY	Police Medal for Meritorious Service and President's Police Medal for Distinguished Service on the occasion of Republic Day
152	CB/PHQ/IND-DAY	President's Police Medal for Distinguished Service and Police Medal for Meritorious Service on the occasion of Independence Day
153	CB/PHQ/GM/2000	Gallantry Medal
154	CB/PHQ/GM/ALLNS.	Monetary Allowance etc. for the Recipients of President's Police Medal for Gallantry and Police Medal for Gallantry
155	CB/PHQ/GGM/06	Recommendation for Governor's Gold Medal/Silver Medal
156	CB/PHQ/B/194	Guidelines for Recommendation for Award of Police Medal for Distinguished/Meritorious Service/Gallantry
157	CB/PHQ/B/WM/2K	PARAKRAM PADAK (Wound Medal)
158	CB/PHQ/PM-AWARD/09	Prime Minister's Awards for Excellence in Public Administration
159	CB/PHQ/FS-ACT/04	Fire Service Act.
160	CB/PHQ/FSO/AZL'S'	Proposal for Establishment of Fire Station/Sub. Station at Aizawl
161	CB/PHQ/FSO/CPI	Establishment of Fire Station at Champhai
162	CB/PHQ/FSO/KZL	Opening of Fire Brigade at Khawzal
163	CB/PHQ/FSO/BKN	Proposal for Establishment of Fire Station at Bawngkawn
164	CB/PHQ/FSM	Fire Service Medal
165	CB/PHQ/FSO/98	Establishment of Fire/Sub. Fire Stations
166	CB/PHQ/FS/LLI	Proposal for Upgradation of Lunglei Sub-Division
167	CB/PHQ/AWARD/CORR.	Corr. on Recommendation's for Award of Police Medal
168	CB/PHQ/VDO/94	Village Defence Organisation
169	CB/PHQ/B/113	Issue of No Objectin Certificate (<i>File hmuh loh</i>)
170		Guidelines for Deployment of MAP/IR Bns./Home Guard in Establishment Outside the Purview of State Govt. (<i>File hmuh loh</i>)
171	CB/PHQ/C&AG	C&AG of India Report
172	CB/PHQ/B/25	Amendment of Arms Rules-1962/Indian Rifle Act, 1920
173	CB/PHQ/PAC/10	Public Accounts Committee (PAC Questionnaire)
174	CB/PHQ/PUBLICATION	Publication of Books
175	CB/PHQ/RECRUIT/09	Police Recruitment and Promotion Procedure
176	CB/PHQ/MRP/	Project Directive
177	CB/PHQ/T&AOB/2015	Transaction and Allocation of Business Rules 1987 (<i>File hmuh loh</i>)
178	CB/PHQ/UPGRADATION/ STAFF NURSE/96	Upgradation of S/Nurse to Sister/Encadrement of M.O. (<i>File hmuh loh</i>)
179	CB/PHQ/B/180 (Closed)	Merger of Records & Cash Book of DEF & DSB (<i>File hmuh loh</i>)

180	CB/PHQ/B/78	Preparation of New Table of Precedence
181	CB/PHQ/B/SALES TAX	Notification Regarding the Mizoram Sales Tax Act., 1989
182	CB/PHQ/B/59	Police Establishment Act. 1946-To Mizoram State
183	CB/PHQ/B/147	Encyclopedia of Police in India
184	CB/PHQ/ACT/42	Govt. Cir/OM Revision of Pension regulation
185	CB/PHQ/PLN.COM/	Meeting Notice & Instructions of the Planning Commission
186	CB/PHQ/109/06	Issue of ID Card to the Recipients of Police Medal
187	CB/PHQ/PSDM/08 and CB/PHQ/A/86 VoIII	Police Special Duty Medal
188	CB/PHQ/ZKT/05	Opening of O.P. at Zokhawthar
189	CB/PHQ/SSSB/09	Strengthening of State Special Branches
190	CB/PHQ/CHECKPOST-NKPI/08	Opening of Check Gate at New Kawnpui
191	CB/PHQ/CHECKPOST/2002	Establishment of Check Post at Border
192(1)	CB/PHQ/CAW-CORR/2013	Crime Against Women
192(1)	CB/PHQ/CAW-SH Act/2015	Sexual Harassment
192(2)	CB/PHQ/CAW-IUCAW/2015	Investigative Unit of Crime Against Women
192(4)	CB/PHQ/CAW-OSC/2015	CAW-One Stop Crisis Centre for Women
192(5)	CB/PHQ/CAW- WE CR CELL/2015	Women Right Cell & Child Right Cell
192(6)	CB/PHQ/CAW-WE/2015	Women Empowerment
193	CB/PHQ/ARC/2005	Matter Relating to Administrative Reforms Commission
194	CB/PHQ/CR/BR/05	Organisational Setup of Crime Branch
195	CB/PHQ/SPL.ALLNS/09	Special Allns. to STF
196	CB/PHQ/C/289/2013	HPC/HRF&SPLA etc.
197	CB/PHQ/IS(SPEECH)/2010	Speech of CM/HM on Internal Security
198	CB/PHQ/REPORT/03	Progress Report of Police Department
199	CB/PHQ/LADC/09	LADC Town Police Force Act-2009 (<i>File hmuh loh</i>)
200	CB/PHQ/VAT/05	The Mizoram Value Added Tax Act., 2005 (<i>File hmuh loh</i>)
201	CB/PHQ/NCWP/2010	National Conference for Women in Police
202	CB/PHQ/FSL/2011	Corr. On FSL (<i>File hmuh loh</i>)
203	CB/PHQ/BNLF/2011	BNLF/BLFM
204	CB/PHQ/POTO/2001	Prevention of Terrorism Ordinance
205	CB/PHQ/WGI/2010	Top-Cop Working Group of Intelligence
206	CB/PHQ/IB/2001	Establishment of Spl. Cell in I.B. of State Police
207		Annual Administration Report (Crime) (<i>File hmuh loh</i>)
208	CB/PHQ/IRE/2010	Police Special Fund to Defray Investigation Related Expenses
209	CB/PHQ/SRE/05	Security Related Expenditure (<i>Construction Mamuani-ah Transfer</i>)
210	CB/PHQ/STF/2008	Special Task Force
211	CB/PHQ/C/306/2010	National Commission for Women
212	CB/PHQ/MEETING-GB	Meeting of Governing Body of Mizoram Social Defence and Rehabilitation Board
213	CB/PHQ/NLFT/12	National Liberation Front of Tripura
214	CB/PHQ/SS-Medal/12	Samanya Seva Medal-1965
215	CB/PHQ/LRL/12	Action Taken Report; Killing of Lalramlawma s/o Laiawrha at Chawngte
216	CB/PHQ/IACD/12	International Anti-Corruption Day
217	CB/PHQ/Postal-Case/2013	Registration of Case against P.H. Vanlalmuana, Postal Asst.
218	CB/PHQ/BEST/2013	Selection of Best PS/Traffic Staff/Information Collection
219	CB/PHQ/BEST-UT/2013	Awards for Best Practice Projects in Urban Transport
220	CB/PHQ/B/9/2013	Opening of PS/OP within Champhai District
221	CB/PHQ/B/AZL/2013	Opening of PS/OP within Aizawl District
222	CB/PHQ/B/LLI/2013	Opening of PS/OP within Lunglei District
223	CB/PHQ/B/55/2013	Demarcation of PS/OP Jurisdiction (7)
224	CB/PHQ/RFD/2013	Result Frameworks Documents (Closed) (<i>Estab-ah handover a ni</i>)
225	CB/PHQ/Creation-DSP/13	Creation of U/S, Home, Dy.SsP (HQs) Kolasib and Mamit
226	CB/PHQ/Creation-Comp/13	Creation of computer operator post
227	CB/PHQ/SKPI/13	Corr. On Saikhumphai Village
228	CB/PHQ/PFPI/13	People's Friendly Police Initiative
229	CB/PHQ/SOT/14	Formation of Spl. Force/Spl. Operation Team, CID (SB)
230	CB/PHQ/SPO/14	Engagement of SPO on MR basis (<i>251-ah lakhluh a ni</i>)
231	CB/PHQ/ISPW/14	Security Guards to ISPW Station, Aizawl
232	CB/PHQ/DG-MRHG/2014	Creation of post of Director General, MRHG
233	CB/PHQ/B/109/SRCP	Creation of Post for Prosecution Br. Serchhip (<i>21-ah a awm tawh</i>)
234	CB/PHQ/B/MMT	Proposal for creation Post for SDPO office at Kawrthah
235	CB/PHQ/Upgrade-Mech/F&ES/2014	Upgradation of Mechanic under Fire & Emergency Service
236	CB/PHQ/FSL/2014	Correspondence on FSL
237	CB/PHQ(F)/138	Out of Turn promotion
238	CB/PHQ(F)/138	Guidelines/Procedure for issuing Temporary Trade Licence (<i>File hmuh loh</i>)
239	CB/PHQ(F)/138	Separation of Judiciary (<i>File hmuh loh</i>)
240	CB/PHQ/Upgradation/Staff-Nurse/96	Upgradation of Staff Nurse to Sister etc.
241	CB/PHQ/CID	Requirement of manpower and equipments for CID (SB)
242	CB/PHQ/Malsury/BOP/2000	Opening of Malsury BOP
243	CB/PHQ/IR-BN/2014	Suggestion for closing down of IR Bn.
244	CB/PHQ/LTI/KMMP/2014	Opening of OP/PS along the Kaladan Multi-Modal Project within Lawngtlai District

245	CB/PHQ/MP/PS-OP/2014	Projects from Master Plans for Aizawl Vision 2030-Police Stations-Police Post
246	CB/PHQ/Deploy-MAP/2013	Deployment of MAP Bn. in Mizoram
247	CB/PHQ/Act-Rules/2014	Committee on Drafting of Mizoram Police Rules
248	CB/PHQ/ACSP/2015	Corr. On Inauguration of Aizawl City Surveillance Project
249	CB/PHQ/Police-History/2014	History of Mizoram Police in the State
250	CB/PHQ/SOP-Guard/2014	Standard Operation Procedures (SOP) for BOPs/House Guards/Guards/Sentry Duty etc.
251	CB/PHQ/SPO/2014	Engagement of SPO on MR Basis (230-na nen amalgamate/cancelled)
252	CB/PHQ/M-Reward/2015	Monetary Rewards to Informer
253	CB/PHQ/MR/SC-ST/2014	Monthly Return on SC/ST (POA) Act 1989 and PCR Act, 1955 (Transfer to Marami-10.12.2015)
254	CB/PHQ/MR/Minorities/2014	Monthly return on Atrocities against Minorities (Transfer to TPI-10.12.2015)
255	CB/PHQ/Creation/BBI&SRG/2015	Creation of Post for P.S. at Sairang and O.P. at Bairabi within the Railway Premises (257-nen amalgamate a ni)
256	CB/PHQ/Upgradation/SP(W)/ASP©/2015	Upgradation of Gazetted Posts of SP(W) and Addl.SP© (308-nen amalgamate)
257	CB/PHQ/Creation/BBI-SRG/2015	Creation of Posts for Police Station at Sairang and Outpost at Bairabi within the Railway premises
258	CB/PHQ/BPR&D/NPM/10	Information Required by BPR&D (National Police Mission)
259	CB/PHQ/NPM/MISC/15	National Police Mission Miscellaneous (File hmuh loh)
260	CB/PHQ/BPR&D/MM-01/11	BPR&D - Human Resource Development
261	CB/PHQ/BPR&D/MM-02/11	BPR&D - Community Policing
262	CB/PHQ/BPR&D/MM-03/11	BPR&D - Communication & Technology
263	CB/PHQ/BPR&D/MM-04/11	BPR&D - Infrastructure
264	CB/PHQ/BPR&D/MM-05/11	BPR&D - New Processes (Process Engineering)
265	CB/PHQ/BPR&D/MM-06/11	BPR&D - Proactive Policing and Visualization Future Challenges
266	CB/PHQ/BPR&D/MM-07/11	BPR&D - Gender Issues
267	CB/PHQ/NT-MISC/2011	Miscellaneous Subject
268	CB/PHQ/PASSP-M/2000	Police (Antrik Suraksha Seva) Padak Medal
269	CB/PHQ/Service Extn-Medalist/2004	Extension in Service to Awardees of President's Police Medal for Gallantry/Distinguished/Meritorious Service (File hmuh loh)
270	CB/PHQ/HM or AWARD/2001	Home Minister's Award for Meritorious Service in Forensic Science
271	CB/PHQ/BRAM-AWARD/2015	Recommendation/Nomination for Award of Dr. Ambedkar Memorial Award (File hmuh loh)
272	CB/PHQ/RR-INSPRS/12	(File hmuh loh)
273	CB/PHQ/RR-ASI(RM)/2014	Amendment of Recruitment Rules for ASI (Radio Mechanic) under MPRO (File hmuh loh)
274	CB/PHQ/RR-Steno-II/2014	Recruitment Rules of Inspector/Steno Grade-II (File hmuh loh)
275	CB/PHQ/RR-IS-CORR/2014	Inter-State Correspondence on Recruitment Rules (File hmuh loh)
276	CB/PHQ/RR-ASI(OPR)/2013	Amendment of Recruitment Rules for ASI(OPR) under MPRO (File hmuh loh)
277	CB/PHQ/MPM-Amd/2005	Amendment of Mizoram Police Manual (File hmuh loh)
278	CB/PHQ/BEST-UT/2013	Awards for Best Practice Projects in Urban Transport
279	CB/PHQ/Medal/150-YRS/2014	Commemorative Medal for 150 Years Policing in India
280	CB/PHQ/C&PC/2013	1) Juvenile Justice file (Care & Protection of Children Act 2000) 2) The Mizoram Juvenile Justice Rules 2003
281	CB/PHQ/INVES/	Investiture Ceremony for Presentation of Police Medals
282	CB/PHQ/PB/2000	Proposals for Creation of Additional Posts etc.
283	CB/PQ/JRP/03	Monetary Allowance to the recipients of Jeevan Raksha Padak Series of Awards
284	CB/PHQ/TA/2K	Present position of Pending T.A. Bills
285	CB/PHQ/AUDIT/2013	Correspondence on Audit
286	CB/PHQ/MISC-LT/2015	Miscellaneous Subjects 1) Legal Branch, PHQ-a File hand-over-na 2) PHQ Order etc.
287	CB/PHQ/MEDAL/MISC/14	Medal Miscellaneous
288	CB/PHQ/Beat-Post/2013	Opening of Beat Post at Various District
289	CB/PHQ/MPR/2015	Mizoram Police Rules (247-ah chhunluh a ni)
290	CB/PHQ/Gr-d/SrSG/94	Creation of Senior Selection Grade Post of Group 'D'
291	CB/PHQ/JJAct/2000	Juvenile Justice (Care and Protection of Children)
292	CB/PHQ/KLMP/2013	Death of K. Lalmuanpuii of Rengdil
293	CB/PHQ/Rehab-Militants/99	Rehabilitation of Surrendered Militants
294	CB/PHQ/ARC/2000	Administrative Reforms Commission (Closed) (193-ah a awm)
295	CB/PHQ/NCM/01	National Commission for Minorities
296	CB/PHQ/C/256/CPR/250/2013	Copyright enforcement
297	CB/PHQ/B/195	Sanctioned Proposed submitted to GOM
298	CB/PHQ/PWDV Act-2005/05	Protection of Women from Domestic Violence Act, 2005
299	CB/PHQ/PS-MISC/04	PS/OP Miscellaneous
300	CB/PHQ/Language/14	Police fluent in different language
301	CB/PHQ/SACC-AZL/05	Sexual Assault Crisis Centre at State Medico Legal Centre, Aizawl
302	CB/PHQ/12-FC/04	Manpower requirement 12th Finance Commission
303	CB/PHQ/MP-PFR/15	Draft Police Physical Fitness Rules
304	CB/PHQ/Facil-Gallantry awardee/98	Facilities of Police Medal for Gallantry (154-nen amalgamate a ni)
305	CB/PHQ/B/52-88	Rationalization of MAP Bns. Functioning

306	CB/PHQ/Q-ER/15	Queries from Elected Representatives (<i>Mizoram Right to Public Service Act.</i>)
307	CB/PHQ/Dev.P-Promotion courses/2015	Dev. Of P/Promotion Courses of various Rank
308	CB/PHQ/Upgradation/SP(W)/ASP©/2015	Upgradation of Gazetted Posts of SP(W) and Addl.SP©(<i>256-ah dah vek a ni</i>)
309	CB/PHQ/Illegal Immigrant/2015	Illegal Immigrant into Mizoram (<i>325-ah dah luh tel a ni</i>)
310	CB/PHQ/SMPO/15	Special Mahila Police Officer
311	CB/PHQ/Amendment-MP Act/2015	Amendment of Mizoram Police Act
312	CB/PHQ/IS Corr-Misc/2015	Inter-State Correspondence-Miscellaneous
313	CB/PHQ/CIVIL DEFENCE/2015	Home Guard and Civil Defence
314	CB/PHQ/MRP-Rationalisation/2015	Rationalization of Sanctioned Strength of MRP
315	CB/PHQ/315/MRF 2007/15	Mizoram Road Fund Act, 2007 (<i>Marina file</i>)
316	CB/PHQ/316/SR(Amd)Rules 2015	Mizoram Group ABC post service/Recruitment (Amendment)Rules, 2015
317	CB/PHQ/317/MISC/2015	CB, Miscellenous subject (<i>267-ah amalgamate a ni</i>)
318	CB/PHQ/318/HM-Medal TRG/2015	Union Home Minister's Medal for excellence in Police Training (<i>File transfer to DIG (TRG) on Dec., 2015</i>)
319	CB/PHQ/319/NERS/15	Nationwide Emergency Response System (<i>File transfer to AIG-II on 14.10.2015</i>)
320	CB/PHQ/320/MRPS-Act/2015	Mizoram Right to Public Service Act, 2015
321	CB/PHQ/321/REM/2015	Reform on Economy Measures
322	CB/PHQ/Pub-griev/2016	Public Grievances
323	CB/PHQ/Upgrade-ASI/2016	Upgradation of ASI to SI
324	CB/PHQ/AEC/16	Anti Extortion Cells
325	CB/PHQ/IS/16	Illegal Settlement (IS) in Mizoram (<i>309-nen amalgamate a ni</i>)
326	CB/PHQ/Creation SDPO-AN&SO to CM/16	Creation of Posts of SDPO Aizawl 'N' and SO to CM
327	CB/PHQ/Upgradation/MPRO/HC-ASI/2016	Upgradation of HC(Opr) to ASI(Opr)
328	CB/PHQ/PA/16	Public Allegation (against police)
329	CB/PHQ/GO-NR/2016	G.O. Night Round Duty
330	CB/PHQ/E-NO/2016	Enrolment Number of Mizoram Police
331	CB/PHQ/Creation-Range/16	Proposal for creation of Police Range
332	CB/PHQ/NCPCR/2016	National Commission for Protection of Child Rights
333	CB/PHQ/PoL.Assn.-Formation& Recognition/16	
334	CB/PHQ/Investigator Medal/2016	Medal for Police Investigator
335	CB/PHQ/Inter-State INVESTN/2016	Inter State Investigation
336	CB/PHQ/336/SSB-ITV & WATS/60	SSB Intensive Trained Volunteers & Women Advance Training School
337	CB/PHQ/337/DGPs CD&C/17	DGPs Commendation Disc & Certificate
338	CB/PHQ338/PLN/17	Police News Letter

DISPOSITION OF FILES DEALT BY SI(M) LALRINAWMI, CB PHQ		
Sl. No	File No.	Subject
MPS FILES		
1	CB/MPS/COR/96	CORRESPONDENCE OF MPS OFFICERS
2	CB/PHQ/A/179	PROMOTION OF DY.SP-SP
3	CB/PHQ/2/2K	TRANSFER & POSTING OF SP/CO/IPS
4	CB/PHQ/ASP/99	TRANSFER & POSTING OF SP/DY.COMDT.
5	CB/PHQ/MPS/94	TRANSFER & POSTING OF DY.SP
6	CB/PHQ/A/1/88	DISTRIBUTION OF WORK OF DGP/IGP/DIG/SP & ADDL.SP/DSP.
7	CB/PHQ/MPSC/03	MIZORAM PUBLIC SEVICE COMMISSION
8	CB/PHQ/MPS/97	MPS RULES/97 MODIFICATION/AMENDMENTS.
9	CB/PHQ/MPS/EXAM/2004	MPS DEPTT. EXAM JG MPS-SG MPS
10	CB/PHQ/GO/A/99	ATTACHMENT OF POLICE GAZETTED OFFICERS
11	CB/PHQ/GO/05	TEMPORARY CHARGE TAKEN BY GO
12	CB/PHQ/MS/05	REPORT ON UTILIZATION OF FUND UNDER MODERNISATION SCHEME
13	CB/PHQ/MPS/95	DIRECT RECRUITMENT OF DY.SP
14	CB/PHQ/MPS/2011	DIRECT RECRUITMENT OF DY.SP
15	CB/PHQ/MPS/03	PROMOTION OF INSPECTOR TO MPS JUNIOR GRD.(Armed Branch)
16	CB/PHQ/C/209/PT/2000	PROMOTION OF INSPECTOR TO MPS JUNIOR GRD.(Un-Armed Branch)
17	CB/PHQ/MPSA/91	MIZORAM POLICE SERVICE ASSOCIATION
18	CB/PHQ/GUIDE/MPS/06	GUIDELINES FOR TRANSFER AND POSTING OF MPS OFFICERS
19	CB/PHQ/ISL/MPS/2010	INTERSE-SENIORITY LIST OF MPS
20	CB/PHQ/ELECT/ TRANSFER/08	ELECTION FILE IN CONNECTION WITH TRANSFER AND POSTING OF MPS
21	CB/PHQ/GO/REPRE/09	REPRESENTATION SUBMITTED BY GO
22	CB/PHQ/MPSC/EXAM/07	FORWARDING OF APPLICATION TO MPSC FOR MPS/MCS EXAMINATION
23	CB/PHQ/MPS/MISC/2010	MPS-Miscellaneous
24	CB/PHQ/AMF/2011	VARIOUS FUNCTION HELD AT GS ARYA OFFICERS' MESS
25	CB/PHQ/Group 'B'/Status/2011	GROUP 'B' GAZETTED STATUS
26	CB/PHQ/POST-CREATION/2014	CREATION OF NEW POST

27	CB/PHQ/CREATION/DIG(ARMED BRANCH)/2014	CREATION DIG (ARMED BRANCH)
28	CB/PHQ/CREATION/DIRECTOR GENERAL, MRHG/2014	CREATION OF DIRECTOR GENERAL, MRHG
29	CB/PHQ/MRHG/RR-BADGE/2015	RECRUITMENT RULES AND RANK BADGES OF MRHG
30	CB/PHQ/Combine-Exam/2011	MIZORAM CIVIL SERVICE (COMBINED COMPETITIVE EXAMINATION) REGULATION-2011
31	CB/PHQ/MPS/ATTACH-ACB/2015	ATTACHMENT OF MPS OFFICERS UNDER ANTI-CORRUPTION BUREAU (ACB)
32	CB/PHQ/MPS/ATTACH-DM&R/2015	ATTACHMENT OF MPS OFFICERS UNDER DISASTER MANAGEMENT & REHABILITATION (DM&R)
33	CB/PHQ/MPS/KMA/2014	SANCTION OF MPS KIT MAINTENANCE ALLOWANCE (KMA)
34	CB/PHQ/COMPETENCY/HRM/2014	IMPLEMENTATION OF COMPETENCY BASED HUMAN RESOURCE MANAGEMENT
35	CB/PHQ/SUB-OFFICES/2014	LIST OF SUBORDINATE OFFICES UNDER POLICE DEPARTMENT
36	CB/PHQ/ADC TO GOV./DEPU/2015	DEPUTATION ADC TO GOVERNOR OF MIZORAM
37	CB/PHQ/MPS/DEPUTATION/2016	DEPUTATION OF MPS OFFICERS
MIZORAM POLICE WELFARE		
38	CB/PHQ/WFR/97	WELFARE FUND RULES
39	CB/PHQ/WF/SS/89	SPECIMENT SIGNATURE
40	CB/PHQ/CORR/WF/99	CORRESPONDENCE OF CENTRAL WELFARE FUND/SPORTS FUND
41	PHQ/WF/EXG/2011	MIZORAM POLICE EX-GRATIA GRANT
42	CB/PHQ/WF/RG/05	WELFARE IMMEDIATE GRANT
43	CB/PHQ/WF/RG/2010	WELFARE FUND RELIEF GRANT-MEDICAL
44	CB/PHQ/WF/RG/07	WELFARE FUND RELIEF GRANT-DISASTER
45	CB/PHQ/TV/05	PURCHASE OF TV
46	CB/PHQ/REHAB/89	EX-GRATIA GRANT FOR POLICE PERSONNEL WHO DIED IN ACTION AND RECEIVED INJURIES FROM GOVT.
47	CB/PHQ/WF/STENO/05	WELFARE FUND HONORARIUM
48	PHQ/WF/LN/92	LOAN FROM PHQ WELFARE FUND.
49	CB/PHQ/USF/99	CORR. OF PHQ UNIT SPORTS FUND
50	CB/PHQ/UNIT/WF/05	CORR. OF PHQ UNIT WELFARE FUND
51	CB/PHQ/ARYA-MESS-2/93	ARYA MESS
52	CB/PHQ/PR & RH/06	PROPOSAL FOR POLICE RESEARCH & REFERRAL HOSPITAL
53	CB/PHQ/WF-PETROL./2005	SALE PROCEED OF MIZORAM POLICE PETROL/LUBRICANTS
54	CB/PHQ/MRP/GAS/2005	SALE PROCEED OF MIZORAM POLICE GAS AGENCY
55	CB/PHQ/PC/2011	POLICE DRY CANTEEN
56	CB/PHQ/MRP/LIQUOR/2015	CORR. OF MRP LIQUOR
57	CB/PHQ/PSM/2016	PHYSICAL NAD STRESS MANAGEMENT COURSE
58	CB/PHQ/COR/EPP/2016	CORR. ON EXPIRED POLICE PERSONNEL
PROPERTY RETURN FILES		
59	CB/PHQ/IPS/PR/2009	PROPERTY RETURN OF IPS OFFICERS
60	CB/PHQ/COR/PRO-RTN/2010	CORRESPONDENCE OF PROPERTY RETURN
61	CB/PHQ/PRO-RTN/MPS/2011	PROPERTY RETURN OF MPS OFFICERS
62	CB/PHQ/PRO-RTN/GO/2010	PROPERTY RETURN OF GOs (MO, EE, DDA, FSL, STENO, MINISTERIAL)
63	CB/PHQ/MPSC/2006	Correspondence of MPSC
64	CB/PHQ/SBT/09	Suspicious Bank Transaction of Govt. Money to Private Accounts
65	CB/PHQ/EICVF/09	Enquiry of Illegal Collection by Various Firms/Companies
66	CB/PHQ/VRTE-DEPOT/07	Implementation of IB'S Recommendation in respect of IOC DEPOT Vairengte
67	CB/PHQ/COR/PRO-RTN/2010	Correspondence of Property Return.
68	CB/PHQ/PRO-RTN/MPS/10	Property return of MPS Officers
69	CB/PHQ/PRO-RTN/GO/2010	Property return of GOs (MO, EE, DDA, FSL, GO etc)
70	CB/PHQ/IPS/PR/09	Property return of IPS officers.
71	CB/PHQ/PC/09	Police Dry Canteen
72	CB/PHQ/PC/2012	Correspondence of Police Canteen.
73	CB/PHQ/PC/AZL-DEF/2012	Police Dry Canteen (Aizawl DEF)
74	CB/PHQ/PC/SHA-DEF/2012	Police Dry Canteen (Saiha DEF)
75	CB/PHQ/PC/LTI-DEF/2012	Police Dry Canteen (Lawngtlai DEF)
76	CB/PHQ/PC/CPI-DEF/2012	Police Dry Canteen (Champhai DEF)
77	CB/PHQ/PC/SRCP-DEF/2012	Police Dry Canteen (Serchhip DEF)
78	CB/PHQ/PC/MMT-DEF/2014	Police Dry Canteen (Mamit DEF)
79	CB/PHQ/PC/PTS-THZL/2012	Police Dry Canteen (PTC Thenzawl)
80	CB/PHQ/PC/1-MAP/2012/	Police Dry Canteen (1-MAP)
81	CB/PHQ/PC/2-MAP/2012/	Police Dry Canteen (2-MAP)
82	CB/PHQ/PC/3-MAP/2012/	Police Dry Canteen (3-MAP)
83	CB/PHQ/PC/1-IR/2013/	Police Dry Canteen (1-IR)
84	CB/PHQ/PC/2-IR/2014/	Police Dry Canteen (2-IR)
85	CB/PHQ/PC/4-IR/2013/	Police Dry Canteen (4-IR)
86	CB/PHQ/PC/5-IR/2012/	Police Dry Canteen (5-IR)
The following Registers are maintained by SI(M) Lalrinawmi Sailo		
1	Central Welfare Fund	
2	Central Sports Fund	
3	PHQ Unit Welfare Fund	
4	PHQ Unit Sports Fund	

5	Liquor Fund	
6	Central Police Welfare Fund (Petrol)	
7	Central Police Welfare Fund (Gas)	
8	PHQ Welfare Fund Loan	
9	PROPERTY RETURN REGISTER	
GSLI		
1	CB/PHQ/GSLI-SCHME/05	CORRESPONDENCE OF GROUP SAVING LINK INSURANCE SCHEME
2	CB/PHQ/GSLI/06	SUBMISSION OF GSLI FUND
3	CB/PHQ/SANC/GSLI/2010	SANCTION OF GSLI SCHEME IN RESPECT OF DEATH.
4	CB/PHQ/SANC/GSLI/2011	SANCTION OF GSLI SHEME IN RESPECT OF PENSION/REMOVED
5	CB/PHQ/GSL/ACCIDENT/2010	SANCTION OF GSLI SHHEME IN RESPECT OF ACCIDENT.

FILES DEALT BY SI (M) LALTANPUII		
Sl.No.	File No.	Subject
1	No.CB/PHQ/PER/TP/2014	PF of Pu Thianghlina Pachauu, IPS
2	No.PHQ/PER/ZR/21/07	PF of Pu Zoramawia, IPS
3	No.CB/PHQ/PER/LTH/09	PF of Pu L.T. Hrangchal, IPS
4	No.CB/PHQ/PER/LH/2013	PF of Pu Lalhruaia, IPS
5	No.CB/PHQ/PER/JL/2013	PF of Pu Joseph Lalchhuana, IPS
6	No.CB/PHQ/PER/CLD/2013	PF of Pu C. Laldina, IPS
7	No.CB/PHQ/PER/JL/2014	PF of Pu John Laldina, IPS
8	No.CB/PHQ/PER/MNT/2013	PF of Pu Mahendra Nath Tiwari, IPS
9	No.CB/PHQ/PER/PN/2016	PF of Pu Prem Nath, IPS
10	No.CB/PHQ/PER/LK/2014	PF of Pu Lalbiakthanga Kiangte, IPS
11	No.CB/PHQ/PER/SDM/2015	PF of Pu Shank Dhar Misra, IPS
12	No.CB/PHQ/PER/GS/2014	P.F. of Pu Gaurav Sharma, IPS
13	No.CB/PHQ/PER/BKY/2016	PF of Pu Brijendra Kumar Yadav, IPS
14	No.CB/PHQ/PER/DG/2016	PF of Pu Deepak Gauri, IPS
15	No.CB/PHQ/PER/RPM/2013	PF of Pu Rajendra Prasad Meena, IPS
16	No.CB/PHQ/PER/SKC/2015	PF of Pu Shankar Choudhury, IPS
17	No.CB/PHQ/PER/MCB/2015	PF of Pu Mahesh Chand Bhardwaj, IPS
18	No.CB/PHQ/IPS/2011	Mid-term review of IPS Cadre.
19	No.CB/PHQ/IPS/98	Revised special pay/Uniform Allns/KMA/DA of IPS
20	No.CB/PHQ/IPS-ASSN/09	IPS Association (Mizoram Branch)
21	No.CB/PHQ/B/121	Amendment to the IPS (Uniform) Rules, 1954
22	No.CB/PHQ/AIS/94	AIS Conduct/Cadre Rules
23	No.CB/PHQ/IPS/ACR/02	Correspondence of PAR (ACR) in r/o IPS officers
24	No.CB/PHQ/IPS/HTC/09	Handing & taking charge of IPS (all States)
25	No.CB/PHQ/IPS/R/93	IPS Rules/Regulations
26	No.CB/PHQ/IPS/94	Computerization of Personal Data of IPS officers
27	No.CB/PHQ/IPS/RU/07	Recommendations of the Re-union Seminar of IPS officers
28	No.CB/PHQ/B/166	Special pay for IPS & MPS
29	No.CB/PHQ/IPS/News/01	IPS (Central) Association Newsletter
30	No.CB/PHQ/COR/IPS/2012	Correspondence of IPS officers
31	No.CB/PHQ/IPS/2010	Transfer & Posting of IPS officers
32	No.CB/PHQ/COM-EXAM/2012	IPS Limited Competitive Examination
33	No.CB/PHQ/IPS/PR/2016	Property return of IPS officers
34	No.CB/PHQ/COR/PRO-RTN/IPS/2015	Correspondence of property return in respect of IPS
* Folder containing Concession/Incentive/Order/Notification etc., for AIS officers.		
* IPS Register.		
* IPS Casual Leave Register		
RTI FILES & REGISTER		
35	No.CB/PHQ/COR/RTIA/2015	Correspondence of RTI Act, 2005
36	No.CB/PHQ/INFO-RTIA/2016	Information under RTI Act, 2005 (Cors. in r/o application from Mizoram State)
37	No.CB/PHQ/RTIA/2015(I)	Information under RTI Act, 2005 (Cors. in r/o application from other State)
38	No.CB/PHQ/RTI/07	Order/Notification in r/o RTI Act, 2005
39	No.CB/PHQ/QTR-RTIA/2015	Quarterly Return on Information under RTI Act, 2005
40	No.CB/PHQ/ANNUAL-REPORT/RTI	Annual Report of Implementation of RTI Act, 2005
41	NO.CB/PHQRTI-MANUAL/2016	RTI Manual U/S 4 of RTI Act, 2005
Register		
* List of RTI Application		
* Cash Register (Application fee and register for providing information)		
42	No.CB/ PHQ/C/204	Providing of PSO/Security to VIP
43	No.CB/ PHQ/COR/SEC	Correspondence on Security (Interception)
44	No.CB/PHQ/VIP-LIGHT/09	Use of VIP Light
45	No.CB/ PHQ/DEPLOY/06	Charges for Police Deployed in Private Function Affecting Public & Traffic etc.
46	No.CB/PHQ/C/340	NCRB/SCRB-CCIS Project
47	No.CB/PHQ/FC/09	Feeding Charge of Arrested persons in Police Custody
48	No.CB/PHQ/C/219	Fake Indian Currency Note
49	No.CB/PHQ/GG/07	Write-up on good Governance
50	No.CB/PHQ/MISC/09/II	Miscellaneous
51	No.CB/PHQ/TRG/09	Training of PHQ Staff

52	No.CB/PHQ/GO/TRG/05/II	Training of GO (PHQ Go)
53	No.CB/PHQ/DP-GO/2011	Deputation of Gazetted Officers
54	No.CB/PHQ/LA/07	Proposal for creation of legal Adviser Post in PHQ
55	No.CB/PHQ/LOTT/99	Appointment of Lottery judge
56	No.CB/PHQ/HGF/200	Honorarium of Guest Faculty
57	No.CB/PHQ/FP/06	Maintenance of Finger Print.
58	No.CB/PHQ/MCS(EG-RULES)/2010	Mizoram Citizen Service (Electronic Governance) Rules, 2010.
59	No.CB/PHQ/SQ/2010	Allocation of Special Quotas of Essential Commodities to Police personnel
60	No.CB/PHQ/WRLS/09	Online filling of old License application & reconciliation of Spectrum charges of State Police Organisation.
61	No.CB/PHQ/BSNL/08	Coordination Meeting between BSNL NE-I circle & Security Agencies in NE-I Circle.
62	No.CB/PHQ/IMP/06	Improvement of PHQ
63	No.CB/PHQ/AZL-DEV/08	Aizawl Development Authority Regulations, 2008.
64	No.CB/PHQ/PROS/08	Appointment of Senior Police officer as Director, Prosecution.
65	No.CB/PHQ/MEMO/07	Memorandum submitted by MPCC & MPC.
66	No.CB/PHQ/NEGP/06	Mizoram State E-Governance Council/E-Governance Apex Committee for Implementation of E-Governance Programme under NEGP
67	No.CB/PHQ/NHRC-Debate/07	Debate on Human Rights Issues for the State Police Force
68	No.CB/PHQ/CHRI/06	Commonwealth Human Rights Initiatives
69	No.CB/PHQ/PCR/97	Police Control room
70	No.CB/PHQ/C/307/2012	National Human Rights Commission (anti-human trafficking)
71	No.CB/PHQ/Tuivai/2001	Security of Tuivai
72	No.CB/PHQ/C/304	Guideline for Deployment of CPMF in the State
73	No.CB/PHQ/NCM/01	National Commission for Minorities
74	No.CB/PHQ/SMA/10`	State Mission Authority
75	No.CB/PHQ/CJS/02	Committee on Reform of Criminal Justice System
76	No.CB/PHQ/MSLSA/2000	Meeting of Mizoram State Legal Services Authority
77	No.CB/PHQ/PGRM/2000 & 2012	Public Grievances Redressal/Machinery in the State Govt. (Police Deptt.)
78	No.CB/PHQ/SSC/07	State Security Commission
79	No.CB/PHQ/PDA/07	Examination of Private Detective Agencies (Regulation) Bill, 2007
80	No.CB/PHQ/TRANS-CP/2012	Transportation of Convicted Prisoners
81	No.CB/PHQ/NH-154/09	Security Guards for Construction of NH 154 in Bairabi
82	No.CB/PHQ/DATA-HT/2012	Monthly Data on Human Trafficking
83	No.CB/PHQ/DIET-MONEY/2012	Diet money to meet the expenses of witnesses summoned in Courts
84	No.CB/PHQ/COM-INQUIRY/2013	Commission of Inquiry
85	No.CB/PHQ/NIA/2012	Correspondence of NIA
86	No.CB/PHQ/PMJDY/2015	Pradhan Mantri Jan Dhan Yojana
87	The Mizoram Youth Commission (Amendment) Bill, 2015	
88	The Mizoram Municipalities (Second Amendment) Bill, 2015	
89	No.CB/PHQ/56/07	Private Security Agencies (Regulation) Act, 2005

FILES DEALT BY SI (M) ZODINGLIANI

Sl. No.	File No.	Subject
1.	CB/PHQ/GSLI/CORR/2012(I)	Correspondence of GSLI Scheme
2.	CB/PHQ/GSLI/2016	Monthly Subscription of GSLI Scheme
3.	CB/PHQ/GSLI/Accident/2012	Sanction of GSLI Scheme in case of Accident
4.	CB/PHQ/GSLI/Death/2015	Sanction of GSLI Scheme in case of Death
5.	CB/PHQ/GSLI/Pension/2016	Sanction of GSLI Scheme in case of Pension/Removed
6.	CB/PHQ/TELE/96	Telephone Connection
7.	CB/PHQ/B/158	National Youth Award Scheme
8.	CB/PHQ/PASSP-MEDAL	Police (ANTRIK SURASKHA SEVA) Padak
9.	CB/PHQ/B/09	DGP/IGP REWARDS
10.	CB/PHQ/B/1	Reward to Police Personnel
11.	CB/PHQ/1/Pt	Cash Reward to Police Personnel
12.	CB/PHQ/B/2	Appreciation of Commendations Given to Mizoram Police Personnel (Gazetted & Non-Gazetted)
13.	CB/PHQ/IG-PRIZE/11	Indira Gandhi Prize for Peace
14.	CB/PHQ/SPORT-AWARD/197	Cash Reward for Sport Men
15.	CB/PHQ/B/10	Policy of Granting of Reward in the Cases of Detection of Opium ADD Other Dangerous Drug (STATE REWARD)
16.	CB/PHQ/B/96	Public Reward
17.	CB/PHQ/B/198	Reward to Informers
18.	CB/PHQ/T/07	Telephone File.
19.	CB/PHQ/C/MR-2/2-2012	Monthly Return of Illegal Entrance from Bangladesh Other than Chakma Detected Pushed Back by the State Agencies

20.	CB/PHQ/C/MR-3/2012	Monthly Return of Indo-Bangladesh Border Incident
21.	CB/PHQ/C/MR-4/2012	Monthly Return on Action Taken Against Person Inciting Violence through Speech etc.
22.	CB/PHQ/C/MR-6/2012	Monthly Return on exact Member of Bangladesh Nationals Staying in Mizoram
23.	CB/PHQ/C/175-A/2012	Monthly Return on Infiltration of Chakma from Bangladesh into Mizoram
24.	CB/PHQ/NSA/2012	Monthly Return on Detection under NSA 1980
25.	CB/PHQ/PM'S-15/2012	Monthly Return on PM's 15 Points Programme
26.	CB/PHQ/TRAFFIC(V)	Monthly Return of Traffic Violation Case
27.	CB/PHQ/TRAFFIC(M)	Monthly Return of Traffic Compounding Case
28.	CB/PHQ/ST/06	Monthly Return of Crime Statistics/Figures
29.	CB/PHQ/C/13-A/96	Monthly Return of Criminal Cases in which Govt. servants are Involved
30.	CB/PHQ/MR-FSL/2012	Monthly Report of FSL
31.	CB/PHQ/MR-MISC/2012	Monthly Return on Different Subjects
32.	CB/PHQ/MR/MINORITIES/2014	Monthly Return on Atrocities against Minorities
33.	CB/PHQ/MR/SC-ST/2014	Monthly return on SC-ST (POA) at 1989 & PCR Act, 1955
34.	CB/PHQ/C/206/2011	Monthly Return of ILP Violation Cases
35.	CB/PHQ/MB/10	Mobile Phone for Police Patrol Vehicles
36.	CB/PHQ/MR-ARMS/05	Monthly Returns of Arms & Ammunitions
37.	CB/PHQ/A&A/2010	Monthly Returns of Arms & Ammunitions
38.	CB/PHQ/ENQ/05	Quarterly Inspection of Arms & Ammunition
39.	CB/PHQ/QTR-ARMS/05	Quarterly Return of Theft/Loss/Recovery of Arms & Ammunition
40.	CB/PHQ/A&A/05	Urgent stock taking of Arms & Ammsns.
41.	CB/PHQ/ARMS/2012	Monthly Returns of Seizure/Recovery un-license Illegal Arms & Ammunition
42.	CB/PHQ/AA/2012	Arms Act.
43.	CB/PHQ/C/349/06	Quarterly Return on Prevention of Insult to the Indian National Flag
44.	CB/PHQ/SC-ST/QRT/07	Quarterly Progress Report on Details of Atrocities Issues
45.	CB/PHQ/WOR/05	Quarterly Report on Action Taken Under the Police of Worship
46.	CB/PHQ/PM'S15/2011	Quarterly Report of PM's 15 Points Programme
47.	CB/PHQ/RI-ACT/07	Quarterly Report on Action Taken Under Religious Institution (Prevention of Misuse) Act, 1988
48.	CB/PHQ/MR-MISSING	Monthly of Missing Children
49.	CB/PHQ/C/276/05	CNA/CNF/CIA
50.	CB/PHQ/BRU/2000	Shifting of Bru Village
51.	CB/PHQ/C/ZRO-ZRA/04	Activities of Members of ZRA/ZRO/ZRF in Champhai Dist.
52.	CB/PHQ/C/ZRA/96	Rehabilitation of ZRA
53.	CB/PHQ/REHAB/MAIDA	Rehabilitation of MAIDA Volunteers
54.	CB/PHQ/MAIDA/99	Criminal Cases Registered Against MAIDA
55.	CB/PHQ/SPLA/2009	Home Coming of SPLA Cadre
56.	CB/PHQ/COURT/2010	District and Session Judge Building/Guards
57.	CB/PHQ/MISSING/05	Missing Persons/Missing Children/Crime Against Children
58.	CB/PHQ/COM.SADBHA/09	Communal Harmony Fortnight and Sadhavana Diwas
59.	CB/PHQ/C/201	Communal Harmony/Disturbance
60.	CB/PHQ/COM-RIOTS/04	Correspondence of Communal Incidents/Riots
61.	CB/PHQ/NB-AWARDS/07	National Bravery Awards for Children
62.	CB/PHQ/NBA	National Bravery Awards
63.	CB/PHQ/DSR/CRIME/06	DSR, CRIME
64.	CB/PHQ/PCR/2011	Daily Report on the Activities of PCR/Daily Activities/Report
65.	CB/PHQ/ILP/FRTN/04	Forthnightly Return of ILP Violators
66.	CB/PHQ/S&M/2011	Samelan & Meetings of All Units
67.	CB/PHQ/NSSA/98	National Solidarity Service Award
68.	CB/PHQ/PM/93	PM's Award for Life Saving
69.	CB/PHQ/AIMA-AWARD/2011	All India Management Association

		(AIMA-AWARD)
70.	CB/PHQ/AIMA/	1. JRD Tata Corporate Leader Died Award 2. Public Service Excellence Award 3. Lifetime Achievement for Management Award
71.	CB/PHQ/A.C. AWARD	Award of Ashoka Chakra to Police Forces
72.	CB/PHQ/B/86	PM's SHRAM Awards & Padma Awards
73.	CB/PHQ/VIJAY MEDAL	O.P. VIJAY STAR & O.P. VIJAY MEDAL (KARGIL OPERATIONS)
74.	CB/PHQ/K.B/93	Kabir Puraskar Award
75.	CB/PHQ/B/COR. SIR/MEDAL	Correctional Service Medal Award on the Occasion of Republic/Independence Day
76.	CB/PHQ/JINDAL PRIZE/2012	Recommendation for Award of Jindal Prize
77.	CB/PHQ/B/WWF/TCP	WWF TIGER Conservative Programme Award Scheme
78.	CB/PHQ/NCB-REWARD/2012	Commendation/Reward Given by Narcotic Control Bureau in Narcotic Case
79.	CB/PQ/DEPTT-AWARD/09	Introduction of Departmental Award Under Police Deptt.
80.		CASH REWARD
81.	CB/PHQ/PRO-RTN/INSR(M)/2012	Property Return of Inspector (Ministerial)
82.	CB/PHQ/PRO-RTN/INSR(UB)/2012	Property Return of Inspector (Un-Armed Branch)
83.	CB/PHQ/PRO-RTN/INSR(IR)/2012	Property Return of Inspector [Armed Branch (IR)]
84.	CB/PHQ/PRO-RTN/INSR(MAP)/2012	Property Return of Inspector [Armed Branch (MAP)]
85.	CB/PHQ/INS-UNITS/2011	Weekly/Monthly Inspection Reports of All Units
86.	CB/PHQ/GOVT.NO/12	Govt. Notification
87.	CB/PHQ/GOVT.ORDER/2010	ORDER
88.	CB/PHQ/Refugee-Manipur/06	Report in connection with the influx of Refugees from Manipur at different villages of Mizoram
89.	CB/PHQ/Fire Arms/01	UN Proposal against Illicit manufacturing of Trafficking in fire arms, their parts and components and ammns.
90.	CB/PHQ/LPLA/07	Lai People Liberation Army
91.	CB/PHQ/C/307/QRT-RTN/07	Quarterly Return on Action taken report on 2 day seminar on custodial justice
92.	CB/PHQ/MR-Governor/2004	Governor's Monthly report
93.	CB/PHQ/MTI/2003	Meitei Extremist Organisation of Manipur
94.	CB/PHQ/WPR/09	Weekly Patrolling Report
95.	CB/PHQ/K-P/97	Kuki/Paite communal trouble in Manipur
96.	CB/PHQ/C/59/04	Half Yearly return of false/bogus SC/ST Certificate
97.	CB/PHQ/MPA/2012	Mara People's Army
98.	CB/PHQ/JDM/05	Judicial Order District Magistrate
99.	CB/PHQ/FP-Record/08	Quarterly statistic of District wise Performance of 10 digit FP record slip

REGISTER	
Sl. No.	Name of Register
1.	Cash Book (Mizoram Police Welfare Scheme-cum-GSLI Scheme)
2.	Payment of GSLI in case of Death/Pension/Accident
3.	Death Register
4.	Pension/Removed Register
5.	Accidental Register
6.	Property Return Register (Inspector (M/Steno/UB/AB/MAP/IR/MPRO))

FILES DEALT BY SI (M) VANINMAWIA KAWLNI		
Sl.No.	File No.	Subject
1	CB/PHQ/CIR/10	Government Circular
2	CB/PHQ/DGP/CIR/04	DGP/IGP Circular
3	CB/PHQ/DIG/CIR/07	DIGs Circular
4	CB/PHQ/SsP/CIR/04	SsP/COs/AIGs Circular
5	CB/PHQ/DGP/UO/09	DGP UO letter
6	CB/PHQ/G.G/06	Govt. Guidelines of Transfer and Posting
7	CB/PHQ/BPR&D/03	Data on Police Organization in India
8	CB/PHQ/BPR&D(S&PD)/15	Police personnel who sacrificed their lives while on duty
9	CB/PHQ/MHA-ID/15	Issue of MHA Identity Card
10	CB/PHQ/AIS/TRG/14	All India Services Training
11	CB/PHQ/AIS/COR/14	Correspondence of All India Service under GOM

12	CB/PHQ/CONF-DIG/12	Conference of Senior Officer to the Rank of DIG and above (BPR&D)
13	CB/PHQ/BPR&D/10	Information required by BPR&D
14	CB/PHQ/BPR&D/MEETING/98	Standing Committee on Weaponry, Tear Smoke and Riot Control Equipment
15	CB/PHQ/BPR&D/PT/2002	National Level Workshop on use of Hand Cuffing
16	CB/PHQ/CCSD/09	Civil Service Day
17	PHQ/CB/GS/AIPSC/06	Contribution towards Central Fund of All India Police Sport Control Board
18	CB/PHQ/C/25/98	Information required by other Department
19	CB/PHQ/INTERPOL/95	INTERPOL
20	CB/PHQ/CENSUS/04	Census of Government employee
21	CB/PHQ/IR/DEPLOY	Deployment of IR BN. Outside Mizoram State.
22	CB/PHQ/B/174/03	Independence Day/Republic Day Parade
23	CB/PHQ/SDM/10	State Disaster Management Plan
24	CB/PHQ/SDM/15	State Disaster Management Plan
25	CB/PHQ/DMP/SDM/14	Departmental Disaster Management Plan
26	CB/PHQ/SDMR/2015	Draft State Disaster Management Rules, 2015
27	CB/PHQ/SDM-MMD/15	Disaster Management (Mega Mock Drill)
28	CB/PHQ/DMIR/15	Disaster Management (Inventory Resources)
29	CB/PHQ/SDRF/14	Rising of State Disaster Response Force SDRF/NDRF)/(TRG)
30	CB/PHQ/TOBACCO/06	Rules and Regulation regarding Cigarette and Other Tobacco Product
31	CB/PHQ/UNIT/COTPA/13	Fortnightly Report of Submission of Enforcement of COTPA submitted by Units
32	CB/PHQ/COTPA/GOI/15	Submission to GOI in connection with half yearly report on enforcement of COTPA
33	CB/PHQ/COTPA/13	Compilation Fortnightly report of COTPA
34	CB/PHQ/MTN-COTPA/15	Monthly Report on Enforcement of COTPA
35	CB/PHQ/EF/04	Environment and Forest
36	CB/PHQ/CNP/03	Control of Noise Pollution
37	CB/PHQ/SWB/10	State Wildlife Board Meeting
38	CB/PHQ/MRT/WC/14	Monthly Return on Wildlife Crime
39	CB/PHQ/AWB/14	Animal Welfare Board
40	CB/PHQ/CAA/04	Monthly Return on Crime Against Animals
41	CB/PHQ/ECA/15	Monthly Return on Action Taken Report under Essential Commodities Act, 1955 & 1980
42	CB/PHQ/ORGANIC/08	Mizo Organic Limited/Chemical Fertilizer Smuggling (Agriculture & Horticulture etc.)
43	CB/PHQ/ARYA/07	G.S. Arya Police Officers Mess and Guest House/Room
44	CB/PHQ/GS.Arya/15	Lending/Repair of G.S. Arya Mess Properties
45	CB/PHQ/ACCOM/93	Reservation of Circuit House/State Guest House Tourist Lodge/MLA Hostel
46	PHQ/CB/GS-29/02	Mizoram Police Sport Control Board and Achievement
47	CB/PHQ/SPORTS/MISC/13	Sports Miscellaneous
48	CB/PHQ/MPSM/09	Mizoram Police Sports Meet
49	CB/PHQ/SPORT-AWARD/15	Sports Incentive Award for Police personnel and Civilians
50	PHQ/CB/GS/AWARD/06	Nomination of Sports Awards
51	CB/PHQ/LSQ	Lok Sabha Questions and Answers
52	CB/PHQ/RSQ	Rajya Sabha Questions and Answers
53	CB/PHQ/PQ/10	Parliament Question
54	CB/PHQ/AQ	Assembly Question
55	CB/PHQ/AQ/2/Pt/04	Assembly Question & Replies (Gos Explanation) (Govt. Assurance) - 2004
56	CB/PHQ/AQ/GA/05	Govt. Assurance - 2005
57	CB/PHQ/GA/06	Govt. Assurance - 2006
58	CB/PHQ/SESSION/07	No Confidence Motion
59	CB/PHQ/MLA-PRELIM/12	MLA Preliminary Information
60	CB/PHQ/AQ/OTHER STATE/10	Assembly Question from Other State
61	CB/PHQ/MINS/06	Minutes of the Meeting of Council of Ministers
62	CB/PHQ/MLA-CIR/09	MLA Notification/Allocation of Portfolios
63	CB/PHQ/ANTITERRORISM	Among the Ministers etc.
64	CB/PHQ/COM.SABHA/13	Communal Harmony
65	CB/PHQ/QEW/99	Quami Ekta Week/National Integration Week
66	CB/PHQ/CNP/03	Control of Noise Pollution
67	CB/PHQ/CR-05/	Crime Conference / Review inside Mizoram
68	CB/PHQ/ADVER/06	Advertisement
69	CB/PHQ/BAND/13	Requisition of Band Party
70	CB/PHQ/OS/15	Information Required by Other State
71	CB/PHQ/ANTI-TERRORISM	Anti-Terrorism Day
72	CB/PHQ/STAT/05	Statistical Data
73	CB/PHQ/CENSUS/04	Census of Government employee
74	CB/PHQ/B/117/15	Road Safety
75	CB/PHQ/RELIGION/05	Data on Religion of Police Department
76	CB/PHQ/CLN/05	Clean Mizoram
77	CB/PHQ/B/174/03	Republic Day/Independence Day
78	CB/PHQ/C/202/11	Press Release/Clipping
79	CB/PHQ/FIRE/07	Fire Prevention in Mizoram
80	CB/PHQ/MEETING-FIRE/05	Meeting of State Level Committee on Fire Prevention in Mizoram
81	CB/PHQ/FS-WEEK/15	Fire Service Week/Fire Service Day
82	CB/PHQ/MEETING/04	Meeting of PHQ Staff in c/w PHQ Tea Canteen
83	CB/PHQ/C/PCR/03	Police Community Relations/Community Policing

84	CB/PHQ/PAWS-II/15	Operation Paws-II Green Gold Group/Red Sanders
85	CB/PHQ/PMI/15	Launching of the PMSBY/PMJBY/APY
86	CB/PHQ/SLR -BUSINESS/15	Assessment Framework for State Level Reforms Enabling Ease of Doing Business (2015)
87	CB/PHQ/SBM/15	Swachh Bharat Mission
88	CB/PHQ/F&S/15	Feedback/Suggestion in c/w Expenditure Management-Economy Measures and Rationalization of Expenditure
89	CB/PHQ/NA&FC/15	Strict Compliance of Orders relating to the National Anthem & Flag Code of India etc.
90	CB/PHQ/KRISMAS/11	Krismas leh Kumthar Halpuah Meeting
91	CB/PHQ/VIG/10	Observance of Vigilance Awareness
92	CB/PHQ/C/25/98	Information required by other Department
93	CB/PHQ/PMC/2003	Mizoram Police Mobile Clinic at Aizawl
94	CB/PHQ/NVD/2013	National Voter's Day
95	CB/PHQ/MPJ/07	Mizoram Police Journal
96	CB/PHQ/FILM/05	Film & Music & Network
97	CB/PHQ/VOLUNTEER/12	National Volunteer Day 2nd October
98	CB/PHQ/RTD/09	Withdrawn of Orderly from Retired Officers
99	CB/PHQ/P.MIN STAFF/09	Correspondence of M/Staff (Police Department)
100	CB/PHQ/PLO/SLC/98	Proposal for Accommodation of Security Guards at Mizoram House, Silchar
101	CB/PHQ/SCHO/02	Grant of Scholarship out of Police Memorial Fund
102	CB/PHQ/T.BANDH/14	Total Bandh
103	PHQ/CB/GS-ESSAY/1	Prime Minister/Police Memorial/Silver Cup Essay Competition
104	CB/PHQ/SHO/09	Scholarship/Stipend/Book Grants etc.
105	CB/PHQ/PLC/03	Protection of Life and Property of Senior Citizen
106	CB/PHQ/D/59/99	Implementation of Persons with Disabilities Act, 1995
107	CB/PHQ/MACP/10/12	MACP Scheme - 2010
108	CB/PHQ/SCHEME/09	Central Scheme for Assistance to Victims of Terrorist and Communal Violence
109	CB/PHQ/NGO/08	Voluntary Organisation (NGO)
110	CB/PHQ/104/95-97	Representation of Minorities
111	CB/PHQ/FORGN/06	Foreign Visits of Ministers and Govt. Officials
112	CB/PHQ/MEETING-MJA/07	Meeting on Problem faced by MJA
113	CB/PHQ/ASSO/06	Association etc.
114	CB/PHQ/PB/HOS/05	Opening of Police Booth within Civil Hospital Complex
115	CB/PHQ/PANDEMIC/14	High Level State/District Pandemic Committee
116	CB/PHQ/CHAKMA-CENSUS/14	Chakma Census
117	CB/PHQ/GORKHA-CENSUS/13	Mizoram Gorkha Census
118	CB/PHQ/MPCC/13	Raising of Mizoram Police Cultural/Club Troup
119	CB/PHQ/KDS/07	Opening of Kendrya Vidyalaya School/Anganwadi Centre/Coaching
120	CB/PHQ/POL/SCHL/01	Opening of Police School
121	CB/PHQ/NPOP/05	National Police and Older Persons (NPOP) Annual Action Plan
122	CB/PHQ/GoH/14	Swearing-in and Farewell Ceremony of Governor etc. (Guard of Honour)
123	CB/PHQ/P-PM/VISIT/15	President/Prime Minister Visit Mizoram (GoH)
124	CB/PHQ/AVP-PRE/15	Accommodation/Vehicle/POL in connection with visit of the President of India on 9 & 10 April, 2015
125	CB/PHQ/GRN/99	Green Mizoram '99
126	CB/PHQ/SP/09	Strength of State Police (Civil Police, Armed Police, IR Police)
127	CB/PHQ/HIV/2003	Seminar on HIV/AIDS
128	CB/PHQ/PASSING OUT/5TH IR/09	Passing Out Parade of 5th IR Bn.
129	CB/PHQ/SEC/11	Security Duty/Arrangement for Independence Day/Republic Day
130	CB/PHQ/MISC/ZH/05	Miscellaneous
131	CB/PHQ/ELECTION/08	General Election
132	CB/PHQ/ELECTION-VC/LC/12	VC/Local Council Election
133	CB/PHQ/LADC/ELECT/2010	LADC/Mara Election
134	CB/PHQ/ELECT-OTHER/11	Election for Other State
135	CB/PHQ/MCC/10	Election Model Code of Conduct Political Parties
136	CB/PHQ/ELECTORS-60/11	Notification of the Registration of Electors Rules 1960
137	CB/PHQ/MM ACT/07	Mizoram Municipal Act, 2007
138	CB/PHQ/PF	Personal Files of GOs. i.e. Ministerial/DDA/EE/AE/FSL/Dr. etc.
139	CB/PHQ/MPRO/03	Promotion/Direct Recruitment of Inspector to Dy.SP(C)/ASP under MPRO
140	CB/PHQ/MIN/GO/14	Promotion of the post of Ministerial Police Gos.
141	CB/PHQ/FS/01	Filling up of Asst. Director Forensic Science
142	CB/PHQ/MIN/GO/05	Corr. of Ministerial GOs.
143	CB/PHQ/TRANSFER/05	Transfer and Posting of Gos. Ministerial
144	CB/PHQ/STENO-GO/12	Promotion of Steno Grd.-II to Grd.-I/PPS
145	CB/PHQ/MED/90	Transfer & Posting of Doctors and Medical Staff
146	CB/PHQ/PH/06	Corr. of Police Hospital
147	CB/PHQ/DYSP(COMN.)/03	En-cadrement of Dy.SP (COMN) into MPS Cadre Post/MPRO Shoulder Badge
148	CB/PHQ/MPRO/99	Inter-Se-Security of MPRO Officers
149	CB/PHQ/FSL/05	Corr. of FSL GOs
150	CB/PHQ/DY.SP/W/04	Transfer of post of Dy.SP (MPRO)
151	CB/PHQ/DY.SP(MECH)/12	Promotion of Inspector (Mech) to Dy.SP (Mech) CPW
152	CB/PHQ/MORGUE/11	Construction of Morgue House

153	CB/PHQ/ACR/20/11	Correspondence of ACRs (Representation)
154	CB/PHQ/ACR/COR/12	Correspondence of ACRs
155	CB/PHQ/ACR/87/PT	ACR Instruction
156	CB/PHQ/PAR/IPS/10	Timely submission of PARs by the Officers of All India Service
157	CB/PHQ/ACR/Adv.-Remark/10	Communication of Adverse Remarks Recorded in the ACRs
158	ACRs	ACRs in respect of All ASI to Inspector under Police Department
159	CB/PHQ/Arya/Corr/15	Correspondence of GS Arya Mess
160	CB/PHQ/Elect-Nodal/15	Designation of Nodal Officer in c/w Election etc.

ASI MATHEW C. LALFAMKIMA		
A. MEETINGS & CONFERENCES:		
Sl. No.	File No.	Name of the File
1	CB/PHQ/C/232/2013	DGP/IGP Conference at Delhi.
2	CB/PHQ/DGP-IGP/NE/06	Conference of DsGP/IsGP of North-Eastern States.
3	CB/PHQ/Meeting-NE/06	Conference of DsGP/IsGP of N.E. States with Home Secy.
4	CB/PHQ/C/331/2012	Security of Bank – SLSC/SLCC/SCCM/REIC.
5	CB/PHQ/DG-Level Talks/2013	DG Level Talks between NCB, India & CCDAC, Myanmar.
6	CB/PHQ/NCB/07	Coordination Committee/Meeting of the State NCB, Delhi.
7	CB/PHQ/INDO-BANGLA/2000	Indo-Bangladesh Border Meeting.
8	CB/PHQ/ALSCC/2013	Meeting of Apex Level State Coordination Committee.
9	CB/PHQ/C/85/2011	Meeting of Secretaries with CS and Heads of Deptt.
10	CB/PHQ/Ind-US/PCC/13	India-US Police Chiefs Conference.
11	CB/PHQ/IACP/2013	International Association of Chiefs of Police (Asia-Pacific Regional Conference).
12	CB/PHQ/CM-SOP/06	Meeting of CM/HM and CS/DGP (Recommendation of Group of Minister – GOM) - Standard Operation Procedure.
13	CB/PHQ/SLMSM/09	State Level Multi-Sectoral Meeting.
14	CB/PHQ/HLSIC/2012	Home Land Security India Conference.
15	CB/PHQ/SPCM/2010	State Prohibition Council Meeting.
16	CB/PHQ/SLSCM/04	State Level Security Coordination Meeting (Mizoram) SLSCM.
17	CB/PHQ/TFN-RLY/09	Task Force on National Railway Project in Mizoram.
18	CB/PHQ/C/87	Security VVIP/VIP (Airport).
19	CB/PHQ/Meeting/PM's 15 PP/13	State Level Committee for Implementation of Prime Minister's 15 Points Programme.
20	CB/PHQ/HLM/2000	High Level Meeting.
21	CB/PHQ/C-437/02	MLPT Act'95 Meeting.
22	CB/PHQ/CM-Meeting/Misc/12	CM's Meeting with DCs, CYMA Leaders etc.
23	CB/PHQ/Meeting-Ply/2000	Meeting of CS/DG of all States on Crime at Railways etc.
24	CB/PHQ/PHQ/VIP-M/09	Meeting of VIPs/VVIPs Mizoram.
25	CB/PHQ/PAP/Meeting/2011	Meeting on Protected Area Permit in Mizoram.
26	CB/PHQ/JT/09	Joint Meeting of Police, VCs, YMAs etc.
27	CB/PHQ/IGP-Meeting/2006	L & O Review & Admn. & Organization Review Meeting.
28	CB/PHQ/Meeting-ISC/2004	Meeting of the Inter-State Council.
29	CB/PHQ/Meeting/HD/2012	Meeting/Workshop on Human Development.
30	CB/PHQ/CRM/2013	Crime Review Meeting.
31	CB/PHQ/Conf-ACB/2013	Conference of Heads of Vigilance & ACB.
32	CB/PHQ/ANTI-RAGGING/09	Anti-Ragging Committee.
33	CB/PHQ/Meeting-L&O/05	Review Meeting of Law & Order Situation in Mizoram and Enforcement of ILP.
34	CB/PHQ/C/PRO/99	Meeting/Conference of Police Radio Officers of N.E. States.
35	CB/PHQ/WG/2004	Meeting of Working Group on Security.
36	CB/PHQ/Meeting-Taxi Stand/06	Meeting on Management and Control of Taxi Stand.
37	CB/PHQ/Meeting-CBI/2000	Annual Conference of DGP/IGP on Crime Matter.
38	CB/PHQ/BDBMA/2009	Boundary Dispute between Mizoram & Assam (Mizoram State Boundary Committee).
39	CB/PHQ/NEC-Steering Com/04	Meeting of Steering Committee Constituted by North Eastern Council (NEC) on Security and Border Trade.
40	CB/PHQ/SLMC/NBFC/12	State Level Monitoring Committee on Non-Banking Financial Companies & Un-Corporated Bodies.
41	CB/PHQ/REIC/09	Regional Economic Intelligence Committee.
42	CB/PHQ/INTER-MIN/05	Inter Ministerial Meeting (Free Movement Regime).
43	CB/PHQ/NE-CONF/2014	North-East Conf. of Heads of the Vigilance & ACB.
44	CB/PHQ/DG Level Talks/ Bangla/2014	DG Level Talks between NCB, India and DNC, Bangladesh
45	CB/PHQ/DLCM-LIA/2011	Directional Level Co-ordination Meeting of LIA.
46	CB/PHQ/Meeting-BMM/14	Meeting on Border Management Mechanism.
47	CB/PHQ/SLNIC/14	State Level National Integration Council.

B. MISCELLANEOUS:

1	CB/PHQ/IS/2012	Internal Security.
2	CB/PHQ/INSURGENCY/2005	Insurgency/Terrorist (Special Intelligence Report).
3	CB/PHQ/C/123/2005	Lengpui Airport.
4	CB/PHQ/CYBER-CRM/2010	Cyber Crime.
5	CB/PHQ/C/212/2012	Entry of Bangladeshi into Mizoram.

6	CB/PHQ/ATP/2012	Air Travel Permission.
7	CB/PHQ/L&O/06	Law & Order – Security Arrangement.
8	CB/PHQ/BDS/2001	Bomb Disposal Squad/Detection.
9	CB/PHQ/C/400/11	Passport Act, 1920, Foreigner Act, 1946.
10	CB/PHQ/FRO/96	Foreigner Registration Immigration Check Post (ICP – Demagri – Kawrpui Chhuah).
11	CB/PHQ/SEC/II/2012	Security Arrangement for Mizo People outside Mizoram.
12	CB/PHQ/GO-Night Duty/2012	Night Duty of Gazetted Officers.
13	CB/PHQ/DRUG/98	Mizoram Drugs Control Order'98.
14	CB/PHQ/HS-Mizoram/12	Helicopter Service in Mizoram.
15	CB/PHQ/AZL-PS-365/08	Chiahpuam Case.
16	CB/PHQ/NC-PS/95	Declaration of Narcotic Cell as Police Station.
17	CB/PHQ/MAN/09	Inputs: Myanmar Army Nationals.
18	CB/PHQ/C/Bandh/05	Total Bandh organized by MZP/MSU/Political Parties etc.
19	CB/PHQ/C/82	Registration of Cases under ND & PS Act.
20	CB/PHQ/MML&ALP(R) Act/2010	Mizoram Money Lenders and Accredited Loan Providers (Regulation) Act, 2010.
21	CB/PHQ/CORR/MLTP/2011	Corr. Of MLTP Act'95.
22	CB/PHQ/TT/13	Telecoms Towers.
23	CB/PHQ/AR-PM/13	Annual Review on Prison Management.
24	CB/PHQ/C/167	Customs/Excise Act.
25	CB/PHQ/Drug-Abuse/08	International Day Against Drug Abuse & Illicit Trafficking.
26	CB/PHQ/QRTN/11	Qtr. Return of Foreigner Arrested in Mizoram.
27	CB/PHQ/GRSM/13	Gun Repairing Shop in Mizoram.
28	CB/PHQ/MISC/09	Miscellaneous – I.
29	CB/PHQ/MPW/2010	Mizoram Police Website.
30	CB/PHQ/UN-Day/2013	United Nation's Day (24 th Oct.)
31	CB/PHQ/National Award/e. Govt./13	National Award for e-Governance.
32	CB/PHQ/CON/13	Introduction of Congestion charging in Central Business Areas/Congested areas in India Cities.
33	CB/PHQ/C/175	Prevention of Infiltration Force/Mobile Task Force.
34	CB/PHQ/RC/2012	Guidelines for Issue of Residential Certificate.
35	CB/PHQ/Crime/2001	Curbing and Control of Organized Crime.
36	CB/PHQ/CONF-ATI/04	Conf. of Sr. Officers on Development and Security Issues.
37	CB/PHQ/ORS-I/06	Information required by other States-I.
38	CB/PHQ/INFO/ORS/09	Information required by other States-II.
39	CB/PHQ/MISC/2011	Miscellaneous – II.
40	CB/PHQ/FCRA/2011	Corr. Of Financial Contribution regulation Act. (FCRA).
41	CB/PHQ/C/247	Implementation of ID Scheme in the Border Areas.
42	CB/PHQ/NUCL/05	Potential targets of Nuclear emergencies/Attack/
43	CB/PHQ/C/444	Power Station.
44	CB/PHQ/CAA/04	Crime Against Animals.
45	CB/PHQ/VVIP/06	Visit of VIP/VVIP to Mizoram.
46	CB/PHQ/S-W/98	Detailment of a Special Team to South-West Mizoram.
47	CB/PHQ/REIC/2004	Coordination Work amongst various Intelligence and Investigation Agencies.
48	CB/PHQ/NIC-IT/05	Information Technology & National Informatics Centre.
49	CB/PHQ/DCR/14	Daily Crime Report.

B. MISCELLANEOUS:

50	CB/PHQ/DSQ/2001	Sniffer Dog/Dog Squad.
51	CB/PHQ/NESG/2002	Information required by North East Study Group (NESO).
52	CB/PHQ/C/445	Procedures to be followed by for the visit of Indian Police teams to Nepal for investigation of Crime.
53	CB/PHQ/NE/99	Information on N.E. States required by MHA.
54	CB/PHQ/Army-Copters/08	Utilization of Army's Helicopters by the State Government.
55	CB/PHQ/IM-UK/08	Illegal Migration from India to U.K. etc.
56	CB/PHQ/Sec-DC(KLB)/03	Posting of Security Personnel at D.C. Office, Kolasib.
57	CB/PHQ/MR-Foreigner/04	M/R on issue of entry permit of Myanmarese in India.
58	CB/PHQ/Visit/HM/09	Visit of Union Home Minister.
59	CB/PHQ/Visit/PC/97	Visit of Parliamentary Committee/Rajya Sabha etc.
60	CB/PHQ/BH/2014	Utilization of Badminton Hall/Indoor Stadium, PHQ.
61	CB/PHQ/Abduction/2014	Abduction by various Insurgents/Militants/Terrorists etc.
62	CB/PHQ/SELAM/2014	Incident at Selam Village.
63	CB/PHQ/UWB/2014	Union War Book.
64	CB/PHQ/Frd.Com./14	Company Operating Illegally in Mizoram (Fraud Company)
65	CB/PHQ/AA/14	Acid Attack.
66	CB/PHQ/BD-M&T/14	Border Dispute Between Mizoram & Tripura.
67	CB/PHQ/	Construction of 'Zofate Chawlhbuk' (Rest House) by MZP Hqrs. at Borapansuri.
68	CB/PHQ/	
69	CB/PHQ/	

C. RETURNS & DEPUTATIONS:

1	CB/PHQ/UNM/2012	Nomination for UN Mission.
2	CB/PHQ/UNM-HAITI/2010	UN Deployment in Haiti.
3	CB/PHQ/TIMOR/07	UN Deployment in Timor.
4	CB/PHQ/SUDAN/06	UN Deployment in Sudan.

5	CB/PHQ/KOSOVO/04	UN Deployment in Kosovo.
6	CB/PHQ/UNM-Report/2012	UN Mission Report of Police Officers.
7	CB/PHQ/UN/05	UN Instruction.
8	CB/PHQ/NSG/13	Deputation to NSG.
9	CB/PHQ/MLTP/2012	Monthly return of MLTP Act'95.
10	CB/PHQ/SEC/2013	Monthly return of Law & Order situation in Mizoram.
11	CB/PHQ/C/MR-5/2013	Monthly return of Foreigner arrested in Mizoram.
12	CB/PHQ/MR/BM/2011	Monthly return of Bangladeshi National Staying in Mizoram.
13	CB/PHQ/UN-ND/2009	Monthly return of Un-natural Death.

(viii) List of various Committees/Boards etc. dealt by CB, PHQ.

1.	State Security Commission	DGP as Ex-Officio Secretary
2.	PLO to send articles to update the community policing	SP CID (Crime) as PLO
3.	Implementation of Nationwide Emergency Response System (NERS)	DIG (Hqrs.) as Nodal Officer
4.	Cases of Counterfeit Stamps and Fake Indian Currency Notes	SP CID (Crime) as Nodal Officer
5.	Setting up of FICN Co-ordination Committee (FICORD)	SP CID (Crime) as Nodal Officer
6.	State Level Committee to ensure better co-ordination in the matter of continuous vigilance, monitoring and review of generation printing and circulation of counterfeit notes	1) DGP as Chairman 2) ADGP 3) DIG (CID) 4) AIG-I } Member
7.	Public Grievances under Police Department	1) AIG-I as Nodal Officer for PHQ 2) One Nodal Officer in each District
8.	Private Security Agencies (Regulation) Act, 2005	Joint Secy. (Home) as Controlling Authority
9.	Implementation of MPSA Rules, 2009	Addl. SP, Aizawl (Crime) as Nodal Officer
10.	State Level Co-ordination Committee (SLCC) for the State of Mizoram	Addl. Secretary, Home Deptt. as Nodal Officer
11.	Assisting the foreigners under Mission Mode Project (MMP) on IVFRT	SP CID (SB) as Nodal Officer
12.	To collect/record the reports received and take follow-up action from foreigner entities as and when Liaison Offices/Branch Offices/Project Offices are set up and function within the State	SP CID (SB) as Nodal Officer
13.	Detection & Deportation of Bangladeshi Nationals	DIG (CID) as Nodal Officer
14.	To oversee and co-ordinate the whole process for issue of Police Verification of Passport application in Mizoram	DIG (CID) as Nodal Officer
15.	Matter relating to Rohingyas in Mizoram State	DIG (CID) as Nodal Officer
16.	Regional Economic Intelligence Committee (REIC)	SP CID (Crime) as Member
17.	Economic Offences Wing	SP CID (Crime) as Nodal Officer
18.	To liaise with Central Bureau of Investigation (CBI) in connection with the United Nations Convention against Transactional Organised Crime (UNCTOC) Convention/Protocols	DIG (CID) as Nodal Officer
19.	National Security Guard (NSG)	SP Security as Nodal Officer
20.	Counter terrorist threats and attacks as well as to	SP CID (Crime) as Nodal Officer

	provide speedy investigation and prosecution of terrorist related cases under the National Investigation Agency (NIA)	
21.	Anti-Narcotic Task Force	Dy.SP CID (Crime) as Member
22.	Apex Level State Co-ordination Committee For furnishing the requisite information of Pakistani prisoners/fishermen in jails	DGP as Member
23.	High Powered State Co-ordination Committee	DGP as Member
24.	Drafting Committee on Comprehensive Drug Policy for Mizoram	SP CID (Crime) as Member
25.	District Level Security Co-ordination Committee to review the security situation in respect of the District of Kolasib	SP Kolasib as Member Secretary
26.	State Level National Integration Council	DGP as Member
27.	State Level Committee on Anti-ragging	IGP as Member
28.	Media coverage on Development activities for Press Release I&PR	AIG-I as Nodal Officer
29.	National Skill Qualification, Labour, Employment & Industrial Training	AIG-III as Nodal Officer
30.	To handle Radiological hazards through MRDS in Mizoram	AIG-II as Nodal Officer
31.	State Level Committee on Green Mizoram	DGP as a member
32.	State Board for Wildlife (SBWL)	DGP as a member
33.	State Advisory Committee on Disaster Management	DGP as a member
34.	Committee to Study Sports incentive Award Guidelines	ADGP - Chairman IGP, DIG (NR), - Member AIG-I, CO. 1 st Bn. MAP
35.	Committee on Traffic Management	SP Security - Member Secy. SP Traffic & SP Aizawl -Member
36.	Mizoram Police Sports & Cultural Control Board	DGP - President DIG (Trg) - Chairman AIG-I - Treasurer SP Security - Hony. Secy.
37.	Data on Police Organisation in India	AIG-I as Nodal Officer
38.	State Level Animal Welfare Board	DGP - Member
39.	State Level Committee on Fire Prevention	DGP as Member
40.	High Level State Pandemic Committee	DGP as Member
41.	Setting up of SC/ST Protection Cell under the charge of DGP Mizoram	1) ADGP/IGP - Chairman 2) DIG (NR)/DIG (CID)/ - Member SP CID (Crime)/AZL
42.	Police Establishment Board	1) DGP - Chairman 2) ADGP/IGP/ - Member DIG (Hqrs.)/AIG-I
43.	Internal Complaints Committee as required u/s 4 of Chapter-II of the Sexual Harassment of Women at Workplace (Prevention, Prohibition & Redressal)	1) DIG (CID) - Chairman 2) AIG-I - Member 3) SP CID (Crime) - Member

	Act, 2013 to enquire into complaint of sexual harassment against working women at workplace	
44.	Drafting Committee to frame the Mizoram Police Rules under the Mizoram Police Act, 2011	1) ADGP - Chairman 2) IGP/SP (TRF) - Member 3) Member Secretary - Comdt., 3 rd Bn. MAP
45.	Anti-Extortion Cell in the State of Mizoram	DIG (CID) as Nodal Officer-cum-in-charge.
46.	Regarding Insurgency	SP Security as Nodal Officer.
47.	For handling cases entire through the Nationality Status Verification (NSV)	SP CID (SB) as Nodal Officer.
48.	To co-ordinate with CBI/Criminal Intelligence Cell and to supply information related with kidnapping/missing of minor girl and women, and gangs involved in kidnapping of minor for begging girls and women for prostitution and persons for ransom.	SP CID (Crime) as Nodal officer.
49.	Regarding Intellectual Property Rights (IPRs)	Cyber Crime Cell under CID (Crm) as IPR Cell and SP CID (Crm) as Nodal Officer.
50.	Police Felicitation officer for One Stop Centre for Aizawl District.	Addl. SP, Aizawl & Head of Investigation Unit for Crime Against Women.
51.	For Implementation of Cyber Security for the State of Mizoram.	SP (Wrts.) as Chief Information Security Officer.

Register maintained by W/C Saihlupuii Sailo:-

- 1) Despatch Register.
- 2) Service Stamp Register.

Dak Receipt and Register maintained by C/ Josph Lalremruata:-

- | | |
|--|--|
| 1) Central Register/DIG(NR)/TRG/HQRS/AIG-III/Legal/CPW
DIG(CID)/SP CID SB)/CID (Crime)/WRLS/SEC/AZL/FSL | in 1 (one) Register.
in 1 (one) Register. |
| 2) Library. | |
| 3) AIG-I/Construction/Tech. Cell/Supply | in 1 (one) Register. |
| 4) Account/Loan/DDA/Cashier | in 1 (one) Register. |
| 5) Establishment Branch | in 1 (one) Register. |

Dak Receipt Register maintained by C/ Lalhmingliana:-

- 1) Confidential Branch.

Typing of all papers in Computer in respect of Confidential Branch:-

- 1) H/C K. Vanlalchhuanga.
- 2) C/346 Lalramhluna Rokhum.

(ix) DIRECTORY OF EMPLOYEE					
S/ No.	Name	Designation/ Rank	Address		Telephone No./ Mobile No.
			Office	Home	
1.	Lalthakima	Dy.SP	CB, PHQ	Mission Vengthlang	8974751896
2.	C. Lalremliana	Inspector (UB)	-do-	Bethlehem Vengthlang	9862578678
3.	Lalrinawmi Sailo	SI (M)	-do-	Armed Veng	9862832949
4.	Laltanpuui	SI (M)	MPRO attached to CB	Khatla South	9436716976
5.	Zodingliani	SI (M)	CB, PHQ	Chaltlang	9856090510
6.	Vaninmawia	SI (M)	MMT DEF attached to CB	Saron Veng	8974770234
7.	Mathew C. Lalfamkima	ASI (M)	CB, PHQ	Chanmari West	9774378958
8.	K. Vanlalchhuanga	Head Constable	TRF attached to CB	Dawrpui Vengthar	9774394115
9.	Lalthlahlova	Constable	3-MAP attached to CB	Republic Vengthlang	9612638127
10.	Lalrawngbawla	Constable	CB, PHQ	Zemabawk	9862360411
11.	Saihlupuii	W/Const.	AZL DEF attached to CB	Bethlehem Vengthlang	8575328332
12.	Lalnuntluanga Sailo	Constable	3-MAP attached to CB	Vaivakawn	9862383022
13.	Lalhmingliana	Constable	3-MAP attached to CB	Chaltlang	8729987019
14.	Joseph Lalremruata	Constable	AZL DEF attached to CB	Bungkawn	9774633578
15.	Lalramhluna Rokhum	Constable	AZL DEF attached to CB	Aizawl Venglai	9862531895
16.	C. Lalengmawia	Constable	TRF attached to CB	Chanmari West	8974946020
17.	Lalremi	Duftry	CB, PHQ	Republic	8794492026

18.	Lalrinawma	IV-Grade	-do-	Chaltlang	9862332387
19.	Zorampari	IV-Grade	-do-	Zemabawk	9862380165
1.	V. Lalrintluangi	Inspector(Steno)	AIG-I Personal Branch	Salem Veng	9612184268
2.	Lalramliana	Head Constable	-do-	Laipuitlang	9612567499
3.	K. Lalramhluna	Havildar	AIG-I Rider	Bawngkawn	9436159495
4.	Vanlallawmkima	Havildar	PSO to AIG-I	Melthum	8794723966
5.	Lalnunsanga	Constable	AIG-I Personal Branch	Saikhamakawn	9612296951
6.	Lalmangpuia	Constable	-do-	Ramhlun North	8974975186
7.	Vanlalhrauaia	Constable	-do-	Khatla H/S Veng	8575133853
8.	Lalramnghaki Hlawndo	IV-Grd.	-do-	-do-	

(x) Monthly remuneration received by each Officers & Employees.

S/No.	Name	Designation/Rank	Gross Amount
1.	L.R. Dingliana Sailo	AIG-I	Rs.130201/-
2.	C. Lalremliana	Inspector	Rs.67214/-
3.	Lalrinawmi Sailo	SI (M)	Rs.61107/-
4.	Zodingliani	SI (M)	Rs.43241/-
5.	Mathew C. Lalfamkima	ASI (M)	Rs.42309/-
6.	Lalrawngbawla	Const.	Rs.35424/-
7.	Lalremi	Duftry	Rs.34745/-
8.	Lalrinawma	IV-Grade	Rs.34082/-
9.	Zorampari	IV-Grade	Rs.25580/-
10.	Lalthazuali	Steno/Inspector	Rs.76610/-
11.	Lalramliana	H/C	Rs.38175/-
12.	Lalnunsanga	Const.	Rs.30810/-
13.	Lalmangpuia	Const.	Rs.26309/-
14.	Lalramnghaki Hlawndo	IV-Grade	Rs.18507/-

(II) ESTABLISHMENT BR. POLICE HEADQUARTERS:

i) Organization, Function and duties:-

The Establishment Branch is manned by Ministerial Staff under the supervision/ guidance of DSP(M) assisted by 2 Inspectors(M), 3 SI(M)s and 3 ASI(M)s. The Branch deals with all matters relating to Gazetted Group 'B' and Non-Gazetted Police personnel of UB/ AB/ MPRO/FSO/M-Staff/ Steno/ Computer Operator in connection with recruitment, promotion transfer and posting, granting of leave, deputation to other Deptt., pension, proposal for re-organization of Mizoram Police, name change, granting of increments, retention of temporary post of Police Department and all correspondence of Police Hospital(i.e Appointment, transfer, posting)

(ii) Powers and duties of Officers & employees: All files put up to AIG-I for decision.

1. Zoramsangi Dy.SP(M) - Supervision.
2. Inspr(M) Lalthangliani - Dealing the following works and documents in the form of files held by her as under:-
 - 1) Recruitment/ Promotion/ Transfer/ Attachment of M/Staff
 - 2) Seniority of M/Staff
 - 3) Training of M/Staff
 - 4) Confirmation
 - 5) MPSOA Correspondence
 - 6) Maintenance of Service Book
 - 7) Pay Commission.
 - 8) Re- Organization
 - 9) Employees Data & Return
 - 10) Reservation of post for disable persons.
 - 11) Uniform Exemption
 - 12) Destruction of documents
 - 13) Audit reply
 - 14) PHQ Circular file
 - 15) CM/ CS Meeting correspondence
 - 16) Increment of PHQ Staff
 - 17) PHQ Staff Welfare Correspondence
 - 18) Quarterly return of Man power strength
 - 19) Correspondence of ACP Scheme
 - 20) Correspondence of PAC Questionnaires.
 - 21) Misc. correspondence
 - 22) Corr. of Vacancy filled up

6. SI(M) K.Lalnunsangi - Dealing the following works and documents in the form of files held by her as under:-
- 1) Recruitment/ Promotion/ Attachment of MPRO Staff
 - 2) Seniority of MPRO
 - 3) Recruitment/ Promotion/ Transfer of Stenographer
 - 4) Recruitment/ Promotion/ Transfer of CPW Staff
 - 5) Recruitment of Constable(UB&AB)
 - 6) Land Donation
 - 7) Correspondence of Women Police
 - 8) Seniority of Constable & Head Constable(UB)
 - 9) Appointment of Sports person & Ex-servicemen
 - 10) RTI
 - 11) Correspondence of Forensic Science Laboratory
 - 12) Correspondence on CCTNS/CCTV
 - 13) Correspondence on Name change
 - 14) Cor. on Employees & Pensioner database & record
 - 15) Time Bound promotion of Isolated post
7. ASI(M) K.L Ramdinpuia Dealing the following works and documents in the form of files held by him as under:-
- 1) Recruitment of IV-Grade
 - 2) Transfer/Attachment of IV-Grade
 - 3) Re-mustering of IV-Grd/Const. to higher rank
 - 4) Appointment / Recruitment of Driver
 - 5) Transfer/Attachment of Driver
 - 6) Up-gradation of Driver
 - 7) Assembly Question
 - 8) Correspondence of MPSCCB
 - 9) Stationeries
 - 10) Typing
8. ASI(M) Nancy Lalchhanhimi Dealing the following works and documents in the form of files held by her as under:-
- 1) Transfer of Constable/HC(UB)
 - 2) Promotion of Constable –HC, HC-ASI(UB) (Seniority)
 - 3) Deptt. Examination of Constable to HC, Const/HC to ASI(UB)
 - 4) Attachment of Const/HC to other unit.
 - 5) Leave of PHQ Staff
 - 6) Leave of Inspector (UB&AB)
 - 7) Deputation
 - 8) Compassionate appointment
 - 9) Record of Death/ issue of Condolence etc.
 - 10) Return of DE/Suspensions
 - 11) Subscription of Newspaper
 - 12) Typing
9. ASI(M) Lalhruaitluanga
- 1) Training within Aizawl city.
 - 2) Formation of Dog Squad
 - 3) Promotion of Dog handlers
 - 4) Lifting of Ban
 - 5) Maintenance of Service stamp.
 - 6) Received & Despatch
 - 7) Maintenance of Service Book of Driver
 - 8) Leave of CPW Staff
10. C/- Lalremfela - Computer Operator
11. C/- Lalbiakngheta - Received & Despatch
12. C/- Lalchhandama - Received & Despatch
13. C/- Lalmuanchhana - Machine Technician
14. C/- F.Lalnginghlova - Office orderly duty
15. C/- PC.Lianhmingthanga - Office orderly duty
16. IV Grd. Lalthuampuii - Office orderly duty
17. IV-Grd. Lalramngaii - Office orderly duty

(iii) The procedure of decision making process, including channels of supervision (Rank – wise) and accountability (Rank-wise):

All dealing assistants put up files to AIG-I through DSP(M) for decision, if requires, AIG-I put up to DGP for final decision.

Channels of supervision is as per the chain of command i.e in order of ranking in the official position. the accountability of each rank differs and it depends on work assign to each.

- DSP(M) - In charge of Establishment Branch and supervisory officer to staff of Establishment Branch.
- Inspector(M) - Next to DSP(M) dealing files allotted to her as above.
- SI(M)'s - Dealing files allotted to them as above.
- ASI(M)'s - Dealing files allotted to them and do typing work as above.
- Constable & IV-Grades - They performed duty as typing, received & dispatch and office orderly.

(iv) Norms for discharge of function:

For the discharge of function, the norms are set by MPM, Central Government Employees Rules such as Establishment and Administration, Conduct Rules, CCS(CCA) Rules, General Financial Rules, Pension and other special rules as notified and amended from time to time by both the Central and State Legislator.

(v) The rules, regulations, manual and records, held by it or under its control or used by its employees for discharging its function:

All the employees are governed by Mizoram Police Act and MPM, Central Government Employees Rules of Establishment and Administration, Conduct Rules, CCS(CCA) Rules, General Financial Rules, Pension Rules and used for discharging diverse function.

(vi) Statement of the categories of documents that are held by it or under its control (Different order from (i) Government of Mizoram (ii) Police Headquarters).

N/A

(vii) Public Relations:

(viii) Statement of the Boards, councils, committees and other bodies consisting of two or more persons constituted as its part or for the purpose of its advice, and as to whether meeting of those boards, councils committees and other bodies are open to the public, or the minutes of such meetings are accessible for public. (Various Boards or Committees formed)

The Police Establishment Board is constituted by Govt. of Mizoram under the Chairmanship of DGP with ADG, IGP, DIG(Hqrs), AIG-I as member to consider all transfer and posting, promotion and other service related matter of Officers of and below the rank of Dy. SP.

(ix) Directory of its officers and Employees:

Name	Designation/ Rank	Home Address	Phone No.	E-Mail
Zoramsangi,	Dy.SP(M)	Zonuam, Aizawl	9862562593(M)	zriralte2016@gmail.com
Lalthangliani	Inspr(M)	Bungkawn CID Tlang	2333843(R) 9436195433(M)	Lalthangliani28@gmail.com
Ramdinliana	Inspr(M)	College Veng	9863207632(M)	mdrenthlei76@gmail.com
C. Lalmuanpuia	SI(M)	Tuikhuahtlang	2310009(R) 9862377303(M)	pateachhangle1@gmail.com
R. Lalrinpuii	SI(M)	Chanmari	2342061(R) 9436195682(M)	rinpuii0028@gmail.com
K.Lalnunsangi	SI(M)	ITI, Aizawl	9862356032(M)	mnkhawlhing@gmail.com
KL. Ramdinpuia	ASI(M)	Chanmari	9612323122(M)	Puiakhangte7@gmail.com
Nancy Lalchhanhimi	ASI(M)	Chanmari	8730845756(M)	ceetei07@gmail.com
Lalhruaitluanga	ASI(M)	Laipuitlang	9612150074	hruaia.lalhchhun@gmail.com
F.Lalnginglova	Constable	Republic	9863370179(M)	
PC.Lianhmingthanga	Constable	Salem Veng	9402187907	
Lalbiaknggheta	Constable	Upper Republic	9612837508	amteaawmawmapa@gmail.com
Lalremfela	Constable	Tuikual South	8794104407	kawkahauzela@gmail.com
Lalchhandama	Constable	Tuikual South	9612435603	damteahmar1@gmail.com
Lalmuanchhana	Constable	Dawrpui Vengthar	9774635760	mcchhangte56@gmail.com

Lalthuampuii	IV-Grd.	Khatla Bethel	9862044491	lalthuampuiiralte@gmail.com
Lalramngaii	IV- Grd.	Chawnpui	8974688744	ramngaii@gmail.com

(III) LOAN BRANCH

i) Organisation, functions and duties:

The Loan Branch comprises 4 Ministerial Staff, 4 executive staff and 3 IV-Grade. Functions and duties of the branch are Sanction of Long Term Loans such as House Building Advance/ Motor Car Advance/Scooter Advance and Personal Computer Advance, Sanction of Non- Refundable withdrawal of GPF and issue of permission to Police Personnel for Bank Loan Guarantor.

ii) Powers and duties of Officer and Employees:

All files put up to AIGP-II through DDA.

1. Zosangzuali, Inspector (M) :

- 1) Sanction of Non-Refundable withdrawal of GPF.
- 2) Issue of GPF LOC to all Units.
- 3) Submission of monthly/quarterly disbursement report to the Government.

2. Amelia Zohmangaihi : Sub-Inspector (M)

- 1) Correspondences of HBA/MCA/SA and PCA with maintenance of personal files of the loanees in respect of MAP and IR Battalions.
- 2) Calculation of Loan Interest.
- 3) Correspondence on issue of No Demand Certificate.

3. Lalnunkimi: Sub-Inspector (M)

- 1) Correspondences on issue of permission for Bank Loan Guarantor.
- 2) Assist. Inspr(M) in sanction of Non-Refundable withdrawal of GPF.
- 3) Maintenance of RTI file.

4. David LT Kima: Asst. Sub-Inspector (M)

- 1) Correspondences of HBA/MCA/SA and PCA with maintenance of personal files of the loanees in respect of other Units excluding MAP and IR Battalions.
- 2) Calculation of Loan Interest.
- 3) Correspondence on issue of No Demand Certificate.

5. VL Nunhlma Chhangte Head Constable: Computer Operator

6. Janet Vanlalruati Constable: Computer Operator

7. B. Lalhminganga Constable: Maintain Receipt Register

8. K. Lalnunpuia Constable: Maintain Despatch Register

9. Kailiani IV-Grade: Office Orderly Duty

10. Chhunglawmi IV-Grade: Office Orderly Duty

11. B. Lalrinmawia IV-Grade: Office Orderly Duty

iii) The Procedure followed in the decision making process, including channels of supervision and accountability :

All files are put up to AIGP-II through DDA, PHQ.
The accountability depends on the works assigned to each.

iv) The Norms set by it for the discharge of its functions :

Norms for discharge of functions are House Building Advance rules, General Provident Fund Rules and other notifications issued by the Central and State Government.

v) The rules, regulations, manual and records, held by it or under each control or used by its employees for discharging its function:

Office Memorandum, orders and circulars issued by the Central Government, State Government and Police Headquarters are used for discharging function.

vi) A Statement of the categories of documents that are held by it or under its control : N/A

vii) The particulars of any arrangement that exists for consultation with, or representation by, the members of the public in relation to the formulation of its policy or implementation thereof : N/A

viii) A Statement of the boards, councils, committees and other bodies consisting of two or more persons constituted as its part or for the purpose of its advise, and as to whether meeting of those boards, councils, committees and other bodies are open to public, or the minutes of such meeting are accessible for public : N/A

ix) **Directory of its officers and employees :**

Name	Designation/Rank	Home Address	Telephone
Zosangzuali	Inspector (M)	Upper Republic	9436375003
Amelia Zohmangaihi	Sub-Inspector (M)	Khatla	8974049721
Lalnunkimi	Sub Inspector(M)	Armed Veng	9436156903
David LT Kima	Asst. Sub Inspector(M)	Upper Kanan	9612121330
VL Nunhlma Chhangte	Head Constable	Tlangnuam	9436706735
Janet Vanlalruati	Constable	Thakthing	9612579482
B. Lalmingsanga	Constable	Mission Vengthlang	9402545253
K. Lalnunpuia	Constable	Leitan	8415843199
Kailiani	IV-Grade	Khatla	8415068108
Chhunglawmi	IV-Grade	Mission Vengthlang	9862685269
B. Lalrinmawia	IV-Grade	Tuikual North	9077213449

(x) **The monthly remuneration received by each of its officers and employees**

: N/A

(xi) **The Budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursement made**

: N/A

(xii) **The manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes**

: N/A

(xiii) **Particulars of recipients of concessions, permits or authorization granted by it**

: N/A

(xiv) **Details in respect of the information, available to or held by it, reduced in an electronic form: All information are computerized.**

(xv) **The particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading room, if maintained for public use**

: N/A

(xvi) **The names, designation and other particulars of the Public Information Officers**

: N/A

(IV) TRAINING BRANCH:

The Training Branch supervised by DIG (Trg) is assisted by AIG (Trg), Addl. SP (Trg) and Inspectors (UB) / Ministerial with other staff to deal with all matters concerning training of Mizoram Police personnels.

(1) Organization, function and duties:

Office of the Dy. Inspector General of Police (Training).

FUNCTION: The DIG (Trg) is functioning within Police Hqrs. [Under DGP (M)]. Besides Training Branch, PHQ, there are 2 (two) units under his control i.e. Police Training School, Thenzawl and Superintendent of Police (Wireless).

DUTIES: All Training imparted to Mizoram Police Officers and Men is organized/monitored through of Training Branch under the supervision and control of DIG (Trg). Mizoram Police officials are deputed for training inside and outside the state as well as for Foreign Training with due approval of the Government of Mizoram. He also closely supervises the training undertaken by Police Training School, Thenzawl.

Besides, Superintendent of Police (Wireless) also works under his supervisory control.

DIG (Trg) is empowered to grant rewards to his subordinate upto a maximum of ` 2000/- per head. He reports/review/ accept the ACRs of officer (depending upon the ranks) for ACR of Training Branch, Police Training School and Wireless. He is under the direct supervision of IGP and DGP Mizoram.

(ii) **Powers and duties of officers & employees:**

DIG (Trg)	:	As noted above at 4(b)(i)
AIG (Trg)	:	Control and supervise the sub-ordinate staff under the guidance and supervision of DIG (Trg). All files routed through him.
Addl. SP (Trg)	:	Acting as advisory to the sub-ordinate officers and men of Training Branch. Giving advised, comment, suggest to higher officers. He process the file related to trainings and new proposals
Inspector (M) / (UB)	:	The senior most Inspector is acting as Head Assistant who monitors the filling and documentation work of Training Branch and supervise the function of Dealing Assistant (Including other three Inspectors).
SI (Steno)	:	Acting as P.A. to DIG (Trg).
ASI (Steno)	:	Acting as P.A. to AIG (Trg).
ASI (M)	:	Dealing with files of Training Branch and handle computer.
Hav. / H.C.	:	Acting as fax machine operator.
Naik	:	Acting as Receiver and Dispatcher of all files/letters.
Constable	:	Orderly duty of office, Daks distributor and handle copier machine.
IV-Grade	:	Cleaning and maintenance of DIG (Trg) room and Office.

(iii) The Procedure of decision making process, including channels of supervision (Rank-wise) and accountably (Rank-wise).

Channel of supervision is in order of ranks the official capacity. The accountability of each rank is as per MPM and work assign to each. Such as:-

1. DIG (Trg)	2. AIG (Trg)	3. Addl. SP (Trg)	4. Inspector (M) / UB
5. SI (Steno)	6. ASI (M)	7. Hav. / H.C.	8. Naik
9. Constable	10. IV-Grade		

(iv) **Norms for discharge of Functions:**

For the discharge of diverse functions, the norms are set by MPM and CCA Rules, Financial Rules and Police Act, Local Laws and Special Laws, Minor Acts and other special laws as notified and amended from time to time by both the Central and State as applicable. The Mizoram Compendium of Laws may also referred to in this regards.

(v) The rules, regulations, instructions, manuals and records, held by it or under its control or used by its employees for discharging its functions.

All the Police personnel are governed by MPM, Police Act, CCA Rules, Financial Rules, Local and other special laws, and for discharging diverse functions, Cr.PC, IPC, Local and other special laws and other Acts in force, instructions issued by the Central and State Government, from time to time.

vi. **A statement of categories of documents that are held by it or under its control:**

INSPR. (M) D.B. SHARMA, HEAD ASSISTANT

SUBJECT: Service Stamp, Distribution of Works, Seniority list of Non GO's / M-Staff, Circular / Memorandum / Notification / Order, ACR of all Staff, Reward of Training Branch Staff, Corr. On GO concerned, Corr. On GO leave, Corr. on Judgment Order passed by Supreme Court, Corr. on Judgment Order passed by High Court, Counter Sign. Of TA/DA of GO, Property Return, Corr. on Re-instatement / Appointment, Departmental Enquiry, Counter Sign. of MR Bill, Assembly Election, Criminal Law Amendment Act

INSPR. (M) B. LALROHLUI

SUBJECT: SRPF Pune, Police Foundation & Institute (PF&I) etc., Misc. Correspondence, Cyber Forensics, Cyber Crime etc., Stress Management, NIELIT Courses, NIFM etc., Seminar Workshop at SVP NPA, Hyderabad, Training Course conducted by SVP NPA, Hyderabad, Course conducted by SVP NPA, Hyderabad, Juvenile Justice & Criminal, Corr. on MPRO Training, National Civil Defense Training and LBSNAA, Moussorie, Corr. on HIV / AIDS, Training of MPRO outside Mizoram, Bomb disposal at Manesar, Training course conducted by BSF, Commando course at NSG Manesar, Prevention of trafficking of Women & Children, Induction Training for GO's, Missing Children.

INSPR. T.C. LALROPIANGA

SUBJECT: Corr. on Human Rights, Army Attachment of Dy.SP, Basic training of Proby. Dy.SP, Corr. on Symposium, Pre-promotion course of SI (UB), Corr. on Modernization & Smart Policing, Corr. on Custom, Excise & Narcotics, Miscellaneous Examination, Crime Conference, Statutory Appeal, Para wise Comment on WP(C), Training conducted by Training Branch, PHQ, Corr. on Sexual Offences Act, RTI Act, Training Calendar of Training Branch, PHQ, Aizawl, Sensitization Programme, DIG Training Bank Account, Best Instructor / Faculty of PTS, Thenzawl, Training Budget Estimate.

INSPR. H. LALNUNMAWIA

SUBJECT: Refresher for UB Constable/ Head Constable/ Armed Branch, Training at CIJW, Vairengte/STF/Commando Companies, Basic Training of Constable at PTS, Thenzawl, Refresher Course for ASI & SI, Compartmental Examination of ASI & SI, Prime Minister Silver Essay, Corr. on Senior Under Officer Cadre Course, Corr. on Drill Manual, Corr. on Year Marked at PTS, Thenzawl, Basic Training of ASI (UB), Basic Training of SI (UB), Pre-Promotion Course of ASI (UB), Departmental Law Examination for SI (UB), Misc. correspondence on PTS, Thenzawl, Corr. on SIB (Subsidiary Intelligence Bureau), Promotion of Naik to Havidar.

ASI (M) ZOHRINGHLUNI HMAR

SUBJECT: General Corr. On LNIN NICFS, N. Delhi, Stationary/ Furniture, Course conducted by CDTs under BPR&D, Refresher course on PSO Training, Training course conducted by CBI Academy, Training course at IBCTS, Finger Print course at NCRB, System Design/Development & Programming, Corr. on NCRB & SCRB, Corr. on SCRB/CID, Course conducted by NCRB, Computer Management & Operation at NCRB, Furniture / Machinery Equipment, Security arrangement, Programme for Planning & Implementation, Special Report / Intelligence Report, DATA Bank of Officers, Sanction File.

ASI (M) J.H LALREMRUATI

SUBJECT: Transfer of Charges of GO & Non GO, General Corr. On Training Branch, Course conducted by ATI/ISTM N. Delhi, Training course conducted by IIPA N. Delhi, Corr. On Indian Society of Criminology, Corr. On VIC/ Misc., Training Course conducted by ATI, Aizawl, Pre-Promotion of ASI(M), Basic Training of ASI(M), Training course conducted by NEPA & its Correspondence, Corr. On Junior Under Officer Cadre Courses, Road Safety & Traffic Management & CRRT, NEPA Board Meeting, DDO Course at ATI, Training at Central Forensic Laboratory, RR for Jt. Director, FSL Mizoram, Corr. On Economic & Statistics, Corr. On Ministry of Road Transport & Highway, Corr. On DIG (Trg) New Building.

ASI (M) C.LALREMMAWIA

SUBJECT: Condolence File / Corr. on Yoga, CCTV, Corr. On Disaster Management, Training course for F&ES and its Correspondence, Course conducted by CRPF, Corr. On Tamil Nadu Commando School (TNCS), Training under ITBP, Corr. On deputation of Police Officer, Corr. On National Interaction/Anti-Terrorism Day, Corr. On Indian Society of Health Administrator (ISHA), Police Commemoration Day, Conference /CME on Fingerprint, Platoon Commander Course, CM/Governor Speech for Republic Day etc., Destruction of old files / Papers, SBTS, Seling / Commando Training, COTPA, Misc. Correspondence, CCTNS, Corr. on Assembly / Lok Sabha Election.

JENNY VANLALMAWII ASI(M)

SUBJECT: Corr. On Foreign Training Course, Gen. corr. On BPR&D, Award/ Police Medal, Visit to Hot Spring, Sport File, Training Under BPR&D, Corr. On National Productivity Council, BPR & D Questionnaire on Police Training Institute, State Level Committee on Police Training (BPR&D), Corr. On training on Immigration, Meeting of DGP / IGP / DIGs, Corr. on DIG (Southern Range), Annual Inspection, DIG (Trg) Inspection Report / Note, Physical Fitness, DGP Mizoram visit note / remarks, Note of CO / PCL / SP, Addl. SP (Trg) Meeting Minutes.

vii. Public Information Officer and Assistant Public Information Officer.

viii. As per the provisions of Mizoram Police Manual.

ix. Maintain in Mizoram Police website.

x. Account Branch

xi. Account Branch.

xii. Nothing Arise.

xiii. Nothing Arise.

xiv. As mentioned above.

xv. It is not a public visiting office.

xvi. Pu C. Laldina IPS, DIG (Trg) – Appellate Authority.
Pu V. Lalchawimawia MPS, Addl. SP (Trg) - SPIO

(V) CONSTRUCTION BRANCH

Construction Branch

i) The particulars of its Organization, functions and duties

= The office of Construction Branch comprises of Ministerial staff and Executive personnel and IV Grade staff. The Ministerial staff deals with correspondences / files and the executive personnel and IV Grade staff are as room duty.

Functions and duties of the Construction Branch are as follows:

- a) Modernisation of Police Forces
- b) 13th Finance Commission
- c) Non-Lapsable Central Pool of Resources of Fund
- d) Development of North Eastern Region
- e) Repair & renovation of Police buildings
- f) Renovation of Borrowed Battalion (CRPF) buildings
- g) Preparation of Annual Plan under Police Housing (Plan)
- h) Correspondences of Police land
- i) Construction of Police buildings, Residential quarters, etc.
- j) Grant-in-aid under Central Sector Scheme for Yoga Training for Police personnel.

ii) The Powers & duties of its Officers & employees :

= Construction Branch comprises ministerial staff and executive personnel and IV Grade staff are as under :

- a) Inspector (M) 4 nos. Deal with files pertaining to purchase and procurement of Materials, Equipments etc. for State Police Forces under Modernization of Police Force Scheme and construction of Administrative buildings, residential quarters under Finance Commission & Police Housing (Plan), NLCPR, Ministry of DoNER and Allotment of quarters.
- b) Sub-Inspector (M) 1 no. Deal with construction of Police buildings, quarters etc. under MPF Scheme etc.
- c) Asst. Sub-Inspector 2 nos. Deal with repair and renovation of Police buildings, Renovation of CRPF (Borrowed Bn.) Buildings, Purchase and procurement of Materials and equipments for State Police Forces under MPF Scheme.
- d) Head Constable 1 no. works as computer operator.
- e) Constable 4 nos. work as room duty and room runner.
- f) IV Grade 3 nos. work as room duty and room runner.

iii) The procedure followed in the decision making process, including channels of supervision and accountability

= All correspondences of Construction Branch route through proper channels as per the procedures laid down by rules.

iv) The norms set by it for the discharge of functions:

= As per the provisions of Mizoram Police Manual and Mizoram Police Act.

v) The rules, regulations, instructions, manual and records, held by it or under its control or used by its employees for discharging its function.

= Circulars, order and office memorandum issued by the Central and the State Govt.

vi) A statement of the categories of documents that are held by it or under its control

= Categories of orders from the Govt. of Mizoram and Police Hqrs. Concerned with the branch are kept for ready reference.

vii) The particulars of any arrangement that exist for consultation with, or representation by, the members of the public in relation to the formulation of its policy or implementation thereof

= Cordial / Sociable.

viii) A statement of the boards, councils, committees and other bodies consisting of two or more persons constituted as its part or for the purpose of its advice, and as to whether meeting of those boards, councils, committees and other bodies are open to the public, or the minutes of such meeting are accessible for public.

= In connection with purchase of material, equipment etc., boards / committees are formed as per rules. The meeting minutes are accessible to the public.

ix) **A directory of its officers and employees:**

Name	Designation / Rank	Address		Mobile
		Office	Home	
Mary R.Vanlalsiami	Inspr (M)	Construction Branch, PHQ	Durtlang	9436155216
Lalmuanthangi	Inspr (M)	- do -	Venghloi	9436195759
Lalringngheti	Inspr (M)	- do -	Bungkanw Vengthar	9612169506
F.Vanlalrema	Inspr (M)	- do -	Mission Vengthlang	9862328587
Lalhriatpuii	S.I (M)	- do -	Ramhlun Vengthar	8014615209
Lalengkawli Hlychho	ASI (M)	- do -	ITI Veng	9856667614
K.Lalremruata	ASI (M)	- do -	Republic Veng	9862589119
Lalbiakzuala Sailo	Head Const.	- do -	Chhinga Veng	9774378954
Lalramkimi	W/Const.	- do -	Armed Veng	9612366550
V.Lalhlimpuia	Const.	- do -	Republic Veng	9862343640
R.Lalremmawia	Const.	- do -	Electric Veng	9856114051
R.Lalduhsanga	Const.	- do -	Upper Republic	8014336321
Zodingliani	IV Grade	- do -	Khatla	9862360412
Lalroengi	IV Grade	- do -	Khatla	8414901777
Lalbiakengi	IV Grade	- do -	Upper Republic	9862356719

x) **The monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations.**

xi)

Sl. No.	Rank	Pay band	Pay in the pay band	Grade pay
1.	Inspector	PB-2	9300 – 34800	4600
2.	Sub-Inspector	PB-2	9300 – 34800	4400
3.	Asst. Sub-Inspector	PB-2	9300 – 34800	4200
4.	Head Constable	PB-1	5200 – 20200	2400
5.	Constable	PB-1	5200 – 20200	1900
6.	IV Grade	IS	4440 – 7440	1650

xii) **The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditure and reports on disbursement made.**

= Not concerning to this office / branch

xiii) **The manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes**

= Not applicable to Police Department

xiv) **Particulars of recipients of concessions, permits or authorisations granted by it**

= Not applicable to Police Department

xv) **Details in respect of the information, available to or held by it, reduced in an electronic form**

= Yes. All the works pertaining to Construction Branch are computerised.

xvi) **The particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading room, if maintained for public use.**

= Nil

xvii) **The names, designation and other particulars of the Public Information Officer.**

= Nil

(VI) SUPPLY BRANCH

i) **Organisation, function and duties.** The Supply Branch comprises executive staffs and ministerial staffs of Mizoram Police. The executive staffs deal with procurement of arms and ammunition and uniform items for Mizoram Police and their distribution to various units. The ministerial staffs deal with procurement of office materials and equipment and their distribution to units.

Functions and duties of the Supply Branch are as follows:

- Purchase/ procurement of uniform articles and their distribution to the units.
- Procurement, distribution and maintenance of arms and ammunition.
- Purchase of medicines and their distribution to Mizoram Police.
- Renting of houses for accommodation of CRPF, PLO's and Beat Post's.
- Purchase of equipment for VDP and provision of incentive to VDP.
- Purchase of computer sets.

- g) Purchase of photocopier.
- h) Purchase of fax machine.
- i) Purchase of air conditioner.
- j) Purchase of water tank.
- k) Purchase of water cooler.
- l) Purchase of miscellaneous items.
- m) Installation of EPABX.
- n) Purchase of furniture.
- o) Purchase of shamiana and canard.
- p) Purchase of computer and photocopier accessories.
- q) Purchase of utensils and fatigue tools.

ii) Duties of the officers and other employees are as follows.

Name	Designation /Rank	Functions
C Lalthankhuma	Inspector	Various duties as In-charge, Mizoram Police Central Store including purchase of clothing items for Mizoram Police and their distribution
Lalzoluri	Inspector(M)	Purchase of accessories for computer and photocopier
F Vanlalkima	Inspector	Various duties as In-charge, Mizoram Police Central Armoury
K Lalsangzuala	Inspector	Purchase of clothing items for Mizoram Police and their distribution
Nukimi	SI (M)	Purchase of furniture, shamiana, canard, steel cot, medicine and medical equipment, silpauline, cotton newar, utensils, fatigue tools, generator, DPAB meeting file, condemnation file, correspondence on Mizoram Police Newsletter
F Lalmuanpuia	SI	Purchase of ordnance stores for Mizoram Police and their distribution
E Lalbiaktluangi	ASI(M)	Dispatch & receipt, house and land rent on accommodation of CRPF, purchase of VDP equipment, leave of staff files
G Lalsangmawii	ASI(M)	Purchase of computer sets, photocopier, fax machine, water tank, water cooler, air conditioner and miscellaneous items. Installation of EPABX and house rent in respect of PLO's and Police Beat Posts
C Zanehsanga	Havilder	Armourer at Mizoram Police Central Armoury
Lalthanmawia	Havilder	Office attendant
Vanlalmangaiha	H/C	Computer operator
Laldingliana	Naik	Office attendant
Lalthlansangi	Const	Office attendant
Lalengkima	Const	Office attendant
F Laltlanmawia	Const	Office attendant
Aldrin Zomawipuia	Const	Office attendant
Zothansangi	Const	Office attendant
K Lalduhawma	Const	Office attendant
Lalsiammawii	IV-Grade	Office attendant

- iii) All the files of the Supply Branch route through proper channels as per the decision making procedures laid down by rules.
- iv) As per the provisions of Mizoram Police Manual and Mizoram Police Act.
- v) Circulars, orders and office memorandums issued by the central and the state governments, Mizoram Police Manual and Mizoram Police Act.
- vi) Categories of orders from the Govt. of Mizoram and Police Headquarters concerned with the branch are kept for preference.
- vii) All files and records maintained by the branch and all documents kept falling under the Act are available to the public when asked for under the Act.
- viii) With regards to purchase of materials and other matters requiring in-depth contemplation, boards are formed as per rules. The meetings of such boards and minutes of the meetings are accessible to the public.
- ix) Directory of employees

Name	Designation /Rank	Address		Telephone		Mobile
		Office	Home	Office	Home	
C Lalthankhuma	Inspector	Supply Branch, PHQ	Khatla	EPABX	-	9774635720
Lalzoluri	Inspector(M)	-do-	Khatla 'S'	-do-	-	9436153606

F Vanlalkima	Inspector	-do-	Bethlehem	-do-	-	9436362359
K Lalsangzuala	Inspector	-do-	Vaivakawn	-do-	-	9436197040
Nukimi	SI (M)	-do-	Khatla	-do-	-	8794067115
F Lalmuanpuia	SI	-do-	Aizawl Venglai	-do-	-	9862380977
E Lalbiakluangi	ASI(M)	-do-	Tuikual	-do-	-	9862322337
G Lalsangmawii	ASI(M)	-do-	Zarkawt	-do-	-	9862354194
C Zanehsanga	Havilder	-do-	Bawngkawn	-do-	-	9862551381
Lalthanmawia	Havilder	-do-	Bungkawn	-do-	-	9436351736
Vanlalmangaiha	H/C	-do-	Mission Veng	-do-	-	9774473095
Laldinglana	Naik	-do-	Kulikawn	-do-	-	9862145917
Lalthlansangi	Const	-do-	Khatla	-do-	-	9862360330
Lalengkima	Const	-do-	Luangmual	-do-	-	9862713746
F Laltlanmawia	Const	-do-	Ramhlun	-do-	-	9862131324
Aldrin Zomawipuia	Const	-do-	Chaltlang	-do-	-	9862508279
Zothansangi	Const	-do-	Dinthar	-do-	-	8731915944
K Lalduhawma	Const	-do-	Chawlhmun	-do-	-	8119966557
Lalsiammawii	IV-Grade	-do-	Melthum	-do-	-	9612311741

x) Monthly remuneration received by each of its officers and employees.

Sl No.	Rank	Pay band	Pay in the pay band	Grade pay
1.	Inspector	PB-2	9300-34800	4600
2.	Sub-Inspector	PB-2	9300-34800	4400
3.	ASI	PB-2	9300-34800	4200
4.	Havilder/ HC	PB-1	5200-20200	2400
5.	Naik	PB-1	5200-20200	2000
6.	Constable	PB-1	5200-20200	1900
7.	IV-Grade	IS	4440-7440	1650

xi) Not applicable to the branch in particular.

xii) Not applicable.

xiii) Not applicable.

xiv) All the information is computerized.

xv) All out helps are lent to the public for obtaining information asked for.

(VII) ACCOUNT BRANCH

i) The Account Branch, PHQ is manned by Ministerial staff under the closed supervision of AIG-I (Who is delegated as DDO by the head of the Department i.e. DGP) Assisted by 1 (one) Dy. SP (M), 1 (one) Inspector (M), 4 (four) S.I. (M), and 4 (four) ASI(M) with their respective distributions of work given below at point (ii).

- ii)
1. Dy. S.P(M) - Supervision of all works.
 2. Inspector (M) - Accountant i/c. Budget, LOC, Re-appropriation of fund, Audit Objection and Pending Liabilities.
 3. a) SI(M) - Bill Asstt. for Motor Vehicle and other charges (VDO).etc. and correspondence of files on revision and fixation of Pay, MACP, Mizoram Police Gas, Mizoram Police Petrol Pump.etc
 - b) SI(M) - Bill Asstt. for Supply and Materials (S&M), Machinery and equipment (M&E).etc. and correspondence of files on Deployment, Raising, Re-imbusement etc. of IR Battalions, Revenue Receipt etc.
 - c) SI(M) - Bill Asstt. for Wages, Office Expenses (OE).etc. Stationery and correspondence of files on GSLI, VAT, Service Postage Stamp etc.
 - d) SI(M) - Cashier.
 4. a) ASI(M) - Bill Asstt. for Police Housing, Modernization CSS/SMS, AC/DCC Bills, Minor Works (MW).etc. and correspondence of files on MACT, K-Deposit, Bru, IDMI/Sakhan etc.

- b) ASI(M) - Bill Asstt. for Medical Treatment, SSE/SSF, Borrowed Bn., TA/DA/LTC bills etc. and correspondence of files on Bank Security Guard, Medical Reimbursement etc.
- c) ASI(M) - Bill Asstt. for Pay & Allowance (Non GO), Rent, Uniforms etc. and correspondence of files on Govt. Electronics Payment Gateway, Professional Tax, Bank Loan, Telephone/Mobile Bill etc.
- d) ASI(M) - Bill Asstt. for GPF, DCRG/DLI/Leave Salary, Other Charges (OC).etc. and correspondence of files on Police Salary Package Electric, Service/Income Tax, GIS etc.
- 5. a) HC - Room Runner for Account Branch.
- b) HC - Room Runner for DDA.
- c) Havildar - Received and Despatch
- 6. a) Naik - Cashier Rider.
- 7. a) Constable - Rider for Account, Loan and Supply Branch.
- b) Constable - Computer in charge/ Typist.
- c) Constable - 2(two)Dak Runner.
- d) Constable - Computer Operator Cashier.
- 8. IV Grade - 4 (four) IV Grade Duty for Account Branch and DDA.

(iii) The procure of decision making process, including channels of supervision (Rank-wise) and accountability (Rank wise).

The dealing assistant with their works allotted are put up routed through the DSP(M)/Accountant to the AIG-I which are sometime further put up to DGP where necessity arises. The Works allotted to each staff are distributed as per the rank-wise where there is responsibility held upon them as below :

- 1. Dy. SP(M) – Supervision of Staff
- 2. Inspector – 1) Working as Accountant.
- 3. SI's – Dealing with files and preparation of bills
- Cashier
- 4. ASI's – Dealing with files and preparation of bills
- 5. 1) HC's – Room Runner Accounts Branch.
- Room Runner DDA
- 2) Havildar – Received and Despatch
- 6. Naik – Cashier Rider.
- 7. Constable's – i) Computer in charge/ Typist.
- ii) Dak Runner.
- 8. IV Grade's – Duty for Account Branch and DDA.

(iv) Norms for discharge of functions :

Being the discharge of duties & function, the norms set up are followed both Assam Police Manual and Central Govt. Employees Rules, such as Establishment & Administration, GFR, CTR and all other Rules pertaining to Account concerned. The same are followed wherever amended, notified form time to time by both Central and State Government.

(v) The Rules, Regulations, Manual and Records held by it or under its control or used by its employees for discharging its functions :-

Every employees are Governed by APM, CCS (CCA) Rules, CCS (Conduct) Rules, GFR, CTR, CCS (Pension) Rules. Each employees are discharging duties as on their daily routine works from time to time.

(vi) Statement of the categories of documents that are held by it or under its control (Different Orders from : (1) Government of Mizoram (2) Police Headquarters)

(vii) Public Relations

(viii) Statement of the boards, councils, committees and other bodies consisting of two or more persons constituted as its part or for the purpose of its advice, and as to whether meeting of those boards, councils, committees and other bodies are open to the public, or the minutes of such meetings are accessible for public: (Various Boards or Committees formed)

(ix) **A Directory of its Officer and employees:-**

Sl No	Name	Designation/ Rank	Address	Telephone No
1.	Lalniliani	Dy. SP(M)	Chanmari (W)	9862562590
2.	R. Laldinliani	Inspr. (M)	Tuikual (S)	9436195434
3.	K. Lalmunsanga	SI(M)	Upper Republic	9774378996
4.	Lalhmingmawii	SI(M)	Chanmari	9436158561
5.	ES. Lalrindiki	SI(M)	Ramhlun (S)	9436353827
6.	C. Laltanpuui	SI(M)	Venghnuai	9862648727
7.	Vanlalnghaki	ASI(M)	Durtlang	8974939895
8.	Rosangliana	ASI(M)	Mission Vengthlang	9862336400
9.	J. Lalthlengliana	ASI(M)	Saikhamakawn	9436354456
10.	R. Lalramhluna	ASI(M)	Chhinga Veng	9862374796
11.	MP. Singh	HC	Bungkawn	9862905825
12.	J. Hluna	HC	Ramhlun (S)	9774394054
13.	C. Lalnunzira	Hav.	Nursery	9436159489
14.	Vanlalhruaia	Naik	Muallungthu	9862562552
15.	Lalrinliana	Const	Khatla	9862562003
16.	PC Vanlalngaia	Const	Zemabawk	9612235927
17.	B. Malsawmzuala	Const	Tuikual (N)	9612095081
18.	K. Vanlalliana	Const	Zemabawk (N)	9089394819
19.	Lalmuanpuia	Const	Bawngkawn (S)	8575187636
20.	Ropuia	IV Grade	Salem	
21.	SM. Themrei	IV Grade	Khatla	9856568078
22.	RK. Lalhlimpuii	IV Grade	Salem	9612298405
23.	Malsawmdawngliani	IV Grade	Mission Vengthlang	9612738970

(x) Monthly remuneration received by each of its officers and employees.

Sl No	Name	Designation/ Rank	Gross Amount
1.	Lalniliani	Dy. SP(M)	77333
2.	R. Laldinliani	Inspr. (M)	64470
3.	K. Lalmunsanga	SI(M)	58807
5.	ES. Lalrindiki	SI(M)	64274
6.	C. Laltanpuui	SI(M)	56171
7.	Vanlalnghaki	ASI(M)	43465
8.	Rosangliana	ASI(M)	43465
9.	J. Lalthlengliana	ASI(M)	43465
10.	R. Lalramhluna	ASI(M)	43465
11.	MP. Singh	HC	36662
12.	J. Hluna	HC	40040
13.	C. Lalnunzira	Hav.	36448
14.	Vanlalhruaia	Naik	30156
15.	Lalrinliana	Const	35442
16.	PC Vanlalngaia	Const	30156
17.	B. Malsawmzuala	Const	26585
18.	K. Vanlalliana	Const	26585
19.	Lalmuanpuia	Const	26585
20.	Ropuia	IV Grade	31881
21.	SM. Themrei	IV Grade	25170
22.	RK. Lalhlimpuii	IV Grade	19573
23.	Malsawmdawngliani	IV Grade	19573

- (xi) The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made;

2055 – Police		(Figures in lakh)	
Object Head		Non-Plan	Plan
(01)	Salaries	48365.84	
(02)	Wages	17.88	
(06)	Medical Treatment	1207.92	
(11)	Domestic Travel Expenses	254.60	2.00
(13)	Office Expenses	143.25	7.00
(14)	Rent, Rate & Taxes	63.78	
(21)	Supplies & Materials	46.55	
(27)	Minor Works	79.90	40.50
(32)	Grants-in-aid-General (Non-Salary)		
(35)	Grants for Creation of Capital Assets		
(41)	Secret Service Expenditure	8.00	
(50)	Other Charges	242.20	0.50
(51)	Motor Vehicles	351.70	1.30
(52)	Machinery & Equipment	100.85	515.50
(53)	Major Works		
Total :		50882.47	695.50

- (xii) Not applicable to Police Department.
- (xiii) Not applicable to Police Department.
- (xiv) Whether any information is computerized, and if yes what are those;
- Yes, all files and correspondences
- (xv) The particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading room, if maintained for public use;
- NIL
- (xvi) The names, designations and other particulars of the Public Information Officer;
- (xvii) Such other information as may be prescribed; and thereafter update these publications every year;

(VIII) CENTRAL POLICE WORKSHOP

- 4.(b)(i) Organization, function and duties: Police Headquarters - Central Police Workshop (CPW)
Central Police Workshop (CPW) was established in March, 1983 at PHQ, Aizawl and was look after by SP Wireless from the beginning and later it is look after by PHQ with effect from 1987 till date. Major and minor repair of PHQ's vehicles as well as repairs of other Units vehicles are sometimes being done in the workshop. All correspondences relating to procurement, distribution, condemnation and disposal of vehicles, tyres, etc. are dealt by CPW.
- ii) **Powers and duties of officers and employees:**
- (9) Dy.Suptd. of Police, CPW : The main duties of Dy.SP CPW is to look after an supervise the functions/works of MT fleet, drivers, Mechanics and Ministerial staff who are working at this branch.
- (10) There is one Inspector (Mechanic) and is designated as MTO and his main duties are to make proper detailment of Drivers/Mechanics to collect POL and to look after and supervise its work distribution.
- (11) There are 3 (three) SI (Mech) and 1(one) SI (M) and they performed their duties as per work distribution given to them. Out of 3 SI (Mech) one of them is attached to other unit.
- (12) There are 5 (five) ASI (Mech) and 1 (one) ASI (M) and out of five ASI (Mech) two of them are attached to other units. They perform their duties as per work distribution given to them.
- (13) There are also 13 (Thirteen) Driver Special grade and the senior most of them is designated as Head Driver and he assist the MTO in dealing driver and also the senior driver assist the MTO in distribution of POL. Besides another 6(Six) Special Grade Driver are attached to PHQ from different Units and all of them are engaged in driving.
- (14) There are 7 (Seven) H/C (Mech) and they are engaged in Motor repairing works. One HC (Mech) is attached to other unit. There are also and 16 (Sixteen) Driver Grade-I of PHQ and 7 (Seven) Driver Grade-II of PHQ. Besides another 7 (Seven) Driver Grade-I, 23 (Twenty three) Driver Grade –II and 9 (Nine) Driver Grade –III are attached to CPW from different Units and all of them are engaged in motor driving.

- (15) There are 5 (five) Naik (Mech) and out of six one Nk (Mech) is attached to other unit They are engaged in motor repairing works. Besides another 4 (four) Naik, they are engaged as Rider, Handleman and Office attendant.
- (16) There are 2 (two) constable and 1 (one) Women Constable they work as two wheeler mechanic, Rider and Office runner. Besides 6 (six) constable are attached from other unit they are engaged as Office writer, Handleman, Painter and Art Working.
- (17) There are 2 (two) IV-Grade. Besides 1 (one) IV-Grade is attached from other unit they are engaged as peon/runner.
- (iii) The procedure of decision making process, including channels of supervision (Rank-wise) and accountability (Rank-wise)
- (iv) Norms for discharges of functions:
 (1) Mizoram Police Manual
 (2) Police Act
 (3) Cr. PC
 and other Acts
- (v) The rules, regulations, manual and records, held by it or under its control or used by its employees for discharging its function:
 (1) Mizoram Police Manual
 (2) Police Act
 (3) CrPC
 and other Acts
- (vi) Different order from :(1) Government of Mizoram (2) Police Headquarters.
- (vii) **Public Relation:** There is One Recovery Van at PHQ which can be given to public on hire basis and this facility is utilized by them.
- (viii) **A Board is constituted:** as and when Tender / Quotation are required to be called for disposal of condemned vehicles, condemned spare parts and tyres etc.
- (ix) **Directory of Employee:**

SI/No	Name	Designation Rank/Grade	Home Address	Mobile
1.	L.Modhu Singha	Inspr. (Mech)	Bungkawn Tlangveng	9436151302
2.	Lalnunzira	SI (Mech)	Tuikual North	9436353976
3.	Robert Lalchhuanawma	SI (M)	Bethlehem Vengthlang	9436360582
4.	Ramthanga	SI (Mech)	Tuikhuahtlang	9612606009
5.	TH Singhabi Singh	SI (Mech)	Khatla	9612319135
6.	Biakchungnunga	ASI (Mech)	Kulikawn	9612376925
7.	Lalmalsawmkima	ASI (M)	Dinthar	9402590399
8.	MHH.Majundar	ASI (Mech)	Dawrpui	9436156559
9.	S.Bacha Singh	ASI (Mech)	Khatla	9862358785
10.	HL. Ramhluna	ASI (Mech)	Mission veng	8974174561
11.	T.Pianglawma	HC (Mech)	Republic Vengthlang	9436351887
12.	Ralzuala	HC (Mech)	Bungkawn Tlangveng	9612313170
13.	VL.Chhuanga	HC (Mech)	Venghlui	9436190985
14.	PL.Rotluanga	HC (Mech)	Ramthar Veng	9862867906

SI/No	Name	Designation Rank/Grade	Home Address	Mobile
15.	H.Lalbiakhnuna	HC (Mech)	Bethlehem	9436352106
16.	Lalnunsanga	HC (Mech)	Thakthing Veng	9812155917
17.	Lalrimawia	HC (Mech)	Mission Vengthlang	9862375407
18.	Israel Laltanpuia	Nk (Mech)	Venghlui	9612322604
19.	Robert Vannunmawia	Nk (Mech)	Republic Vengthlang	9862098209
20.	L.Rajen Singh	Nk (Mech)	Mualpui	9774586763
21.	M.Suraj Kumar Singh	Nk (Mech)	Mualpui	9612081081
22.	Siamkhuma	Nk (Mech)	Bawngkawn	8730970120
23.	L.Somorjit Singh	Nk (Mech)	Khatla	9402317641
24.	H.Lalchhuanawma	D/Spl	Republic Vengthlang	9436351077
25.	Gopal Krishna	D/Spl	Khatla	9436957498
26.	Binod Murmu	D/Spl	Bungkawn	9089759533
27.	Lalramliana	D/Spl	Mission Vengthlang	9612586188

28.	Lalmangaih Varte	D/Spl	Armed Veng South	9436361688
29.	Zolianchama	D/Spl	Mission Vengthlang	9862169691
30.	Laltanpuia	D/Spl	Ramhlun	9612860288
31.	F.Thangthuama	D/Spl	Khatla	9436196618
32.	J.Vanlalliana	D/Spl	ITI	9862303273
33.	F.Lalchhuanawma	D/Spl	Govt.Complex	9436362033
34.	Lalthangdula	D/Spl	Chhinga Veng	9436385881
35.	C.Zapara	D/G-I	Khatla	9862092570
36.	Ramchullova	D/G-I	Tuikual South	9436350533
37.	Rualsawikhuma	D/G-I	Ramthar Veng	9436361819
38.	Lalvohbika	D/G-I	Bungkawn	9862593265
39.	K.Malsawma	D/G-I	Ramhlun	9862369833
40.	Lawikunga	D/G-I	Ramhlun	9436385882
41.	H.Lalropuia	D/G-I	College Veng	9862360140
42.	HB.Thapa	D/G-I	Khatla	9436199499
43.	Lalsanglura	D/G-I	Khatla	9436386759

SI/No	Name	Designation Rank/Grade	Home Address	Mobile
44.	K.Kapmawia	D/G-I	Chaltlang	9862394441
45.	Badal Deb	D/G-I	Khatla	9862363042
46.	R.Lalbiaksanga	D/G-I	ITI	9862335189
47.	Vanlalhumhima	D/G-I	Ramhlun	9612615035
48.	ZD.Vanlalhnema	D/G-I	Bungkawn	9612324071
49.	Sangliana	D/G-I	Zemabawk	8974004486
50.	Lalhmingliana	D/G-I	Kulikawn	9862374942
51.	Resama	D/G-I	Khatla	9862375903
52.	Zonunmawia	D/G-II	Dawrpui Vengthar	8414050461
53.	Lalnuntluanga	D/G-II	Falkawn	8974025997
54.	C.Lalnunfela	D/G-II	ITI	9436392951
55.	Lalsiamthara	D/G-II	Maubawk	8974411014
56.	Hmingthangluanga	D/G-II	Venghloi	9862906877
57.	PC.Zodingliana	D/G-II	Mission Veng	9863369184
58.	PC.Lalmuanpuia	D/G-II	Republic Vengthlang	9612179841
59.	Lalthazuala	D/Spl	Salem	9862321654
60.	HM Singh	D/Spl	Khatla	9612752338
61.	Lalchhuana	D/Spl	Ramthar Veng	9862138260
62.	Bimol Singh	D/Spl	Khatla	9436390333
63.	Lalchhuanmawia	D/G-II	Ramthar Veng	9856712608
64.	Peter Lalrinawma	D/G-II	Mission Veng	9862663401
65.	PC Lalnunsanga	D/Spl	Khatla S	9615010360
66.	Ngurthanzama	D/Spl	Ramthar Veng	9436372360
67.	H.Malsawmsanga	D/G-II	Luangmual	9615949016
68.	K.Lalnuntluanga	D/G-II	Republic Vengthlang	9862035526
69.	Rokamlova	D/G-I	Tuithiang	9862354126
70.	Lalhruaitluanga	D/G-I	Mualpui	9615033285
71.	H.Lalfakzuala	D/G-II	Tuithiang	9856588220
72.	F.Lalmuanpuia	D/G-II	Ramhlun	9862363382

SI/No	Name	Designation Rank/Grade	Home Address	Mobile
73.	C.Lalsangzuala	D/G-I	Khatla	9612153970
74.	Lalhmimgawia	D/G-I	Thuampui	9402516788
75.	Zohmingthanga	D/G-II	Zuangtui	9612377841
76.	V.Lalruatkima	D/G-III	Zemabawk	9612748073
77.	Lalremthara	D/G-II	Tuikual South	9862311597
78.	Lalhlmpuia	D/G-II	ITI	9612204019
79.	K.Vanlalhruaia	D/G-II	Bungkawn	8014932554
80.	Liantluanga	D/G-I	saron	8575406566
81.	Lalchungnunga	D/G-II	Armed veng south	9862647467
82.	Lalramkimlova	D/G-III	Ramthar Veng	9862381656
83.	DL.Chheteri	D/G-I	Dinthar	9862611277
84.	Laldinthara	D/G-I	Armed Veng	9436387056
85.	C.Zonunmawia	D/G-II	Luangmual	8415882184
86.	VL.Hruaichhuaha	D/G-II	Zonuam	9862937807
87.	Zonunthara Pachuau	D/G-II	Ramhlun	9862369757
88.	Vanlalhualhima	D/G-II	Ramhlun	9612880884
89.	T.Lalremtuanga	D/G-II	Mualpui	9089526911
90.	K.Laldinliana	D/G-III	Khatla S	8413852988

91.	C.Lalawmpuia	D/G-III	Selesih	8132830940
92.	MS.Dawngliana	D/G-II	ITI	9862016296
93.	Lalzarliana Sailo	D/G-II	Armed Veng South	8014534426
94.	Lalfakzuala	D/G-II	Armed Veng South	8014534429
95.	C.Zodinmawia	D/G-II	Electric Veng	9774087688
96.	Malsawmkima	D/G-II	Ramthar Veng	9862364996
97.	K.Lalduhawma	D/G-III	Bethlehem Vengthlang	8415935312
98.	F.Lalramliana	D/G-II	Bethlehem	9612586188
99.	PC.Lalrinliana	D/C-II	Tuikual	9615637507
100.	Eric VL.Romawia	NK/Rider	Khatla	9862971922
101.	Rothangpuia	NK	Aizawl Venglai	9862363400

SI/No	Name	Designation Rank/Grade	Home Address	Mobile
102.	Mukhesh Kumar Singh	NK	Bungkawn	8974198150
103.	Birendra Baghat	NK	Khatla	9774387575
104.	David Lalmuankima	C/Rider	Mission Vengthlang	9612250672
105.	Lalnunsanga	Handleman	Salem	9862321654
106.	Malsawmtluanga	Handleman	Tuikual South	9615564763
107.	TC.Lalhmingmawia	Hav	Khatla	961272618
108.	Zohuaplina	Constable	Lungleng	9862541606
109.	David Laltnhlua	Constable	Tlangnuam	9862541606
110.	Malsawmdawngtuanga	Constable	Khatla	9862336534
111.	Albert LC Tuanga	Constable	Armed Veng South	8729862185
112.	Richard Lalduhzuala	Constable	Armed Veng South	9862360296
113.	R.Lalthakimi	W/Const	Tuikul South	9436756295
114.	JC.Lalrinchhani	IV Grade	Ramthar Veng	9862168891
115.	C.Lalremruati	IV Grade	Chawnpui	9612122665
116.	Lalthanpuia Sailo	IV Grade	Khatla	9862214420
117.	Robert Lalremsiama	IV Grade	Khatla	9402591020

- x) Monthly Remuneration: As Pay Bill Form (including deduction)
- (xi) Budgetary Provisions/Estimate, Plan/Non-Plan under various heads. Yearly, Quarterly - Head-Wise, any excess or shortage
- (xii) *Not applicable to Police Department*
- (xiii) *Not applicable to Police Department.*
- (xiv) Whether any information is computerized, and if yes what are those. **No**
- (xv) *The particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading room, if maintained for public use. **Not available.***
- (xvi) The names designation and other particulars of the Public Information Officer. **Not yet made.**
- (xvii) *Such other information as may be prescribed; and thereafter update these publications every year. **Whenever necessary.***

(IX) DEPUTY INSPECTOR GENERAL OF POLICE (NORTHERN RANGE)

I. The particulars of its organization, functions and duties of DIG(NR)

Office of the Dy. Inspector General of Police(NR) Mizoram , Aizawl.
Function and Duties of DIG (NR), Mizoram , Aizawl are:-

- 1) Police Administrations vested in DIGP(NR).
- 2) The DIG (NR) is to supervise the functioning of all the District SsP under his Range including Traffic. He shall ensure that the officers and men under him perform their duties in a responsible manner.
- 3) He shall give guidance wherever necessary.
- 4) He should promptly visit a District whenever a new SP takes over the District and give briefing to him.
- 5) He shall be the Appellate Authority in disciplinary matters in respect of the District police personnel.
- 6) He shall initiate the ACR of SsP.
- 7) He maintain cordial relationship with the District Magistrate.

- 8) He shall personally deal with more difficult situations by virtue of his greater experience and expertise.
- 9) He shall have to actively involve himself in suppressing widespread agitations or movements covering more than one District.
- 10) He shall inspect the offices of SsP under his range once a year and shall also inspect the important Police Stations.

II. The Power and Duties of Officers and Employees:-

- 1) The DIG (NR) is a link in the chain of responsibility between the IGP and District Officers, and he should endeavour by frequent personal inspection to establish and maintain efficiency and discipline under his range. He shall be in close touch with the District Magistrate about the maintenance of peace and the prevention of crime in their respective Jurisdiction.
- 2) **Administrative Power:** The DIG(NR) has a large measure of administrative control within his Range. His powers in the matter of rewards, punishment and appeals are as under:-
- 3) **Inspection :-**
 - DIG (NR) shall carry out formal inspection of the following at least once in every year.
 - 1) Superintendent of Police's office in each District, that is, all Branches including District Crime branch and Court Office.
 - 2) Two Police Stations in each District in his Range; One Police Station each in the first half of the year and another Police Station each in the Second half of the year.
 - Informal and cursory inspections of Superintendent of Police's office may be carried out by DIG (NR), as and when these are deemed necessary by him.
- 4) **Reward:-**
 - DIG (NR) shall move the recommended GS mark of staff by SP concerned to IGP for awarding of GS mark.
 - The DIG(NR) is empowered to make an offer of rewards-to a Police officer or outsider up to Rs.2000/-.
 - a) For apprehension of offenders
 - b) For information leading to discovery of crime and conviction of the offender. The amounts can offer are subject to the limits set by the State govt. from time to time.
 - c) The DIG(NR) shall grant rewards to a person for giving information leading to recovery of arms and ammunition in the possession of person not entitle to posses them.
- 5) **Appeal:-**

The DIG(NR) is designated as Appellate authority under RTI Act vide Notification No.CB/PHQ/COR/ RTIA/2015/62 dt.24/3/2016 MPM 2005 Rule 1044 (Annexure: Power and punishment chart) DIG(NR) has been empowered as Appellate Authority below the rank of SI to Constable in matter relating to Departmental Enquiry.
- 6) The DIG(NR) is designated as the **Chief Controller of Village Organisation** in Mizoram.
- 7) **Staff Officer:-**
 - a) Immediate responsible Officer and official works of DIGP(NR).
 - b) Responsible to the works of the office of DIG(NR).
 - c) Staff administration of DIGP(NR) Office.
 - d) Responsible on office properties of DIG(NR) Office.
 - e) Building of DIGP(NR) office etc. including Cleanliness & Sanitation.
- 8) **Inspector (Crime Branch):-**
 - a) Responsible on all official works of Crime branch.
 - b) Administration /Controlling of the Crime Branch Staff as per instruction received from higher authority from time to time.
 - c) Responsible for maintenance of official records and properties including updating of the same.
- 9) **Sub- Inspector (Crime Branch):-**
 - a) Responsible for maintaining to update records , entries and to report to the higher superior authority in time.
 - b) To assist immediate superior officer and to comply with their instruction.
- 10) **Head- Assistant:-**
 - Controlling of all ministerial staff and supervising all the works of ministerial staff under DIG(NR)'s office.
 - Responsible for maintenance of official records and properties including updating of the same.

III. The procedure followed in the decision making process, including the channels of supervision and accountability:-

As similar as SI. No. II

IV. The norms set by it for the discharge of its functions:-

For the discharge of diverse functions the norms, Rules and regulations under the following Act and rules are referred to.

- Criminal Procedure Code-1973.
- Mizoram Police Manual 2005
- Mizoram Police Act 2011.
- CCS & CCA Rules.
- Financial Rules.
- Local and Special Laws as enacted from time to time.
- The Mizoram Compendium of Laws as updated from time to time.
- Bare Act.
- The instructions, notifications issued by both Central and State government including Supreme Court rulings and High Court rulings.
- Etc.

V. The Rules, Regulation, Instructions, manuals and Records, held by it or under its control or used by its employees for discharging its functions:

- Several books relating to Laws / Rules and regulations are held by DIG(NR) office but most of them are obsolete/ outdated.
- As mentioned in point no.IV above the Rules and Regulations are used by the employees for discharging their function.

VI. A Statement of the categories of documents that are held by it or under its control.

Appended Annexure – ‘B’

VII. The particulars of any arrangement that exist for consultation with, or representation by, the members of the Public Relations to the formulation of its policy or implementation thereof:

The particulars of any arrangement that exist for consultation with, or representation by, the members of the public in relation to the formulation of its policy or implementation thereof:-

For consultation and representation by members of the public in relation to the formation of policy or administration, the following staff of DIG(NR) office are available:-

- Staff Officer to DIG(NR)
- Inspector Crime Branch
- Head Asst/Inspector (M)

VIII. A Statement of the boards, councils, committees and other bodies consisting of to or more persons constituted as its part or for the purpose of its advice, and as to whether meetings of those boards, councils, committees other bodies are open to the public, or the minutes of such meetings are accessible for public:

Consisting of two or more persons constituted as its part or for the purpose of its advise and to whether meeting of those boards, councils, committees and other bodies are open to the public or the minutes of such meetings are accessible.

DIG(NR) is designated as follows in the following :

- Chairman , Standing committee on acquittal for Aizawl Judicial District.
- Nodal officer, National Human Rights Commission Mizoram , Aizawl
- In-charge Minority Vigilance Commission for Mizoram constituted under SC/ST Act.
- Member, setting up of SC/ST Protection Cell under the charge of DGP, Mizoram.

The matter which are not absolutely confidential in nature can be open to Public and accessible if request is made through RTI applications.

IX. A directory of its Officers and employees:

Appended Annexure – ‘A’

X. The Monthly Remuneration received by each of its Officer & Employees, including the system of compensation as provided in its regulations:

Sl. No.	Rank & Name	Salary for One(1) Month as On Jan. 2017
1.	L.T Hrangchal IPS	2,29,630/-
2.	Manik Lal Das MPS	65,682/-
3.	Inspector (Steno) Mary Zomuankimi	57,518/-

4.	Inspector (M) Vanlaltluangi	69,348/-
5.	Inspector Rozarlina	64,083/-
6.	SI(M) Vanlalzuia	68,134/-
7.	SI R.Rotluanga	57,208/-
8.	SI Vanlalruata	47,479/-
9.	ASI C. Hmingchungnunga	53,732/-
10.	ASI Lalramnghaka	37,373/-
11.	ASI(M) Rosangzuali Ralte	37,679/-
12.	Constable Ramdinglana	34,064/-
13.	IV.Grđ Lalmachhuani	21,379/-
14.	IV.Grđ Vanlalmuanpuia	21,079/-

XI. The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursement made:

Nil

XII. The manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes:

Nil

XIII. Particulars of recipients of concession, permits or authorizations granted by it:

Not applicable.

XIV. Details in respect of the information, available to or held by it, reduced in an electronic form:

Nil

XV. The particulars of facilities available to citizens for obtaining information, including the working hours of a Library or Reading room, if maintained for public use:

This can be found in www.police.gov.in

XVI. The names, designations and other particulars of the public information Officers:

Manik Lal Das, SAPIO

LIST OF FILE (CRIME BRANCH)

Supervisory Officer : Insp. Rozarlana, I/C Crime Branch

S.No	File No.	Correspondent
1	R/CR-1	DGP/IGP Correspondence
2	R/CR-2	DGPs Correspondence
3	R/CR-9	Corr. Of Govt. of Mizoram
4	R/CR-10	Govt. Circular outside state
5	R/CR-11	Crime Conference/ Meeting
6	R/CR-11(PHQ)	Meeting at DGP / IGP
7	R/CR-11(CRM)	Crime Review Meeting
8	R/CR-19	Judgment Order
9	R/CR-21	Custodial Death
10	R/CR-24(LS&RS)	Lok-Sabha/ Rajya Sabha/ Assembly
11	R/CR-24(Assembly)	Mizoram Assembly Question
12	R/CR-33	BNLF/CNA/CNF/HPC
13	R/CR-55	Trafficking and Smuggling Goods
14	R/CR-56	Corr. Of Lengpui Air Port
15	R/CR-67	BSF/BRTF/CRPF/Assam Rifle Corr.
16	R/CR-68	Terrorist/Extremist Prevention Corr.
17	R/CR-69	Amendment of Law
18	R/CR-71	PS/OP Corr.
19	R/CR-72	Reward
20	R/CR-73	Training
21	R/CR-74	VP Tour Programme
22	R/CR-98	Standing Committee of Acquittal Cases
23	R/CR-99	Guidelines
24	R/CR-100	Jail Parade Concern
25	R/CR-103	Phawngpui UT demand File
26	R/CR-104	Railways Corr.
27	R/CR-105	Separation of Judicial for Law& Order
28	R/CR-106	Pradhan Mantri Jan Dhan Yajana

Supervisor Officer : SI. Vanlalruata

S.No	File No.	Correspondent
1	R/CR-4	SsP Corr.
2	R/CR-5	Daily Summary of Crime (DSC)
3	R/CR-6	Weekly Report
4	R/CR-12	Judicial Proceeding
5	R/CR-13	Prohibitory Order
6	R/CR-14	Prosecution Sanction Corr.
7	R/CR-15	Court Disposal
8	R/CR-16	Supreme/ High Court Corr.
9	R/CR-17	Human Rights
10	R/CR-17(A)	Human Trafficking
11	R/CR-18	Jail Corr.
12	R/CR-20	Violation of Human Rights Acquittal report
13	R/CR-25	Games and Sports Corr.
14	R/CR-26	Bn. Arms and Ammunition Corr.
15	R/CR-27	Inter-state Car theft racket
16	R/CR-28	ACB Corr.
17	R/CR-29	Excise Corr.
18	R/CR-62	Wildlife Protection
19	R/CR-63	Surrender Cum
20	R/CR-64	Right to information Act 2005
21	R/CR-65	Transfer of Cases
22	R/CR-66	Destroy Corr.
23	R/CR-70	FSL Corr.
24	R/CR-94	Explanation File
25	R/CR-107	CCTV
26	R/CR-108	Human Rights Cell
27	R/CR-109	National legal service authority

28	R/CR-110	Govt. notification Corr. File
29	R/CR-111	Tobacco File (COTTPA)
30	R/CR-112	Meeting attend by DIG(NR)/IGP/DGP

SR Cases : H/C Jacob MS Dawngliana (*Supervised by SI. Vanlalruata*)

Supervisor Officer : SI. R.Rotluanga

	File No.	Correspondence
1	R/CR-3	Governor/CM/ HM Speech
2	R/CR-30	Monthly Law & Order
3	R/CR- 31	National AICS Control Programme
4	R/CR-32	Election
5	R/CR-41	Lok - Out Notice
6	R/CR- 42	DC's Corr.
7	R/CR-43	One man Commission
8	R/CR-44	Miscellaneous
9	R/CR-45	Escape Corr file
10	R/CR-46	Instruction to I'O and Transfer crime
11	R/CR-47	Complaint & Allegation Against Police
12	R/CR-47(Public)	Complaint & Allegation Against Public
13	R/CR-57	Highway Robbery
14	R/CR-58	Achievement of Police
15	R/CR-59	SC/ST Corr.
16	R/CR-80	
17	R/CR-81	Money Laundering Corr.
18	R/CR-82	Crime Branch Concern file.
19	R/CR-83	Daily Report of PCR
20	R/CR-84	State Level Security Committee from Monitoring the security arrangement
21	R/CR-85	Bank Security
22	R/CR-86	Helicopter service
23	R/CR-87	Independence Day & Republic day Corr.
24	R/CR-88	Missing person Corr.
25	R/CR-89	Daily Report from site Ready- mess check list of CCTNS
26	R/CR-90	Newspaper Extract Corr.
27	R/CR-91	Natinal Investigation Agency
28	R/CR-92	Call Detail Record(CDR)
29	R/CR-93	Petition from Mizoram State commission
30	R/CR-102	MR of Atrocities against Minorities
31	R/CR-113	MLPC Act Correspondence
32	R/CR-143	Chiahpuam

Supervisory Officer : ASI.C.Hmingchungnunga

	File No.	Correspondence
1	R/CR-60	Criminal Intelligence Gazette
2	R/CR-61	Police Firing
3		FIR Corr.
4	R/CR-80	Security Arrangement on Agitation Strike /Band Etc.

Supervisory Officer : ASI Vanlalnghaka

	File No.	Correspondence
1		Acquittal Register.

Supervisory Officer : Hav. VL Ruatlina (Supervised by R Rotluanga)

	File No.	Correspondence
1	R/CR-7	Monthly Return
2	R/CR-7(Foreigner)	M/R of Foreigner arrest
3	R/CR- 7(MLTP)	M/R of MLTP Act
4	R/CR-7(TFR)	M/R of Traffic Compounding
5	R/CR-7(ND&PS)	M/R of ND& PS Act
6	R/CR- 7(UD)	M/R of UD Cases
7	R/CR-7(UA)	M/R of Un-License Arms
8	R/CR-7(UAP)	M/R of UAP Act
9	R/CR-7((Accident)	M/R of Accident

10	R/CR-7(N.FIR)	M/R of Non FIR
11	R/CR-7(CRD)	M/R of Child Rape Data
12	R/CR-7(ILP)	M/R of ILP Violation Arrest
13	R/CR-7(CAGS)	M/R of involvement of Govt. Servant in crime
14	R/CR-7(CV&I)	M/R of Communal Violence And Incident
15	R/CR-7 (MISC)	M/R of Miscellaneous
16	R/CR-7(D&DEAD)	M/R of Drugs related Death
17	R/CR-7(Bangladesh)	MK/R of Bangladesh
18	R/CR-7 (Myanmar)	M/R of Myanmar
19	R/CR-7 (Case Pending)	M/R of Case pending under (ND&PS) Act.
20	R/CR-8	Forth-nightly Return
21	R/CR-8(A)	Quarterly Return
22	R/CR-22	Monthly Crime Figure
23	R/CR-23	Deserter from service
24	R/CR-96	Annual return.

DEALING ASSISTANT : Const. Ramdingliana(Supervised by SI. R Rotluanga)

	File No.	Correspondence
1	R/CR-34	Accident
2	R/CR-35	SDPO's Corr.
3	R/CR- 36	Foreigner Corr.
4	R/CR-36(Myanmar)	Myanmarese Corr.
5	R/CR-36(Bangladesh)	Bangladeshi Corr.
6	R/CR- 37	Border incidents.
7	R/CR-38	PLO Correspondence
8	R/CR-39	Band /Damage Corr
9	R/CR-40(Pass)	Inner Line Pass
10	R/CR-40(Permit)	Inner-line Permit
11	R/CR-48	Indent/ Stationery
12	R/CR-49	Counterfeith Corr.
13	R/CR-50	Explosive Corr.
14	R/CR-51	Robbery in Bank
15	R/CR-52	BPR&D Corr.
16	R/CR-53	NCRB/SCRB Corr.
17	R/CR-54	CBI Corr.
18	Received & Despatch	

DEALING ASSISTANT : H.C. Jacob MS Dawngliana.

	File No.	Correspondence
1	R/CR-7(Women)	M/R of crime against woman
2	R/CR-7(Children)	M/R of crime against Children
3	SR Cases	Supervised by SI Vanlalruata

Computer Operator : Const No 4 Ricky ZN Fanai

Room Duty :

1. Nk Tiwari Lal Singh.
2. Nk V. Lalmalsawma.
3. C/No 252 Lalruatkima

LIST OF FILE GENERAL BRANCH

INSPR (M) VANLALTLUANGI

1. Correspondence on all appeal cases under DIG(NR)
2. Correspondence on RTI Act
3. Correspondence on DGP/IGP Conference
4. Correspondence on Repatriation on Bru
5. Correspondence on CRPF
6. Correspondence on Property Returns

SI (M) VANLALZUIA

1. Correspondence on Station Leave of GO's
2. Correspondence on Condolence
3. Correspondence on Traffic
4. Correspondence on Training

5. Correspondence on Commendation/Appreciation
6. Correspondence on Medal
7. Correspondence on G.S Mark
8. Correspondence on Reward
9. Correspondence on VDP
10. Correspondence on Enforcement of Discipline
11. Correspondence on Police Commemoration Day
12. Correspondence on Recruitments from SsP under DIG(NR)
13. Correspondence on Agenda for DGP Meeting
14. Correspondence on Recruitment Rules
15. Correspondence on Transparent Recruitment Rules
16. Correspondence on Disaster Management
17. Correspondence on Independence/Republic Day
18. Correspondence on BOP Visit
19. Correspondence on LIA
20. Correspondence on Force Requisition
21. Correspondence on HPC 'D'
22. Correspondence on Law & Order
23. Correspondence on SMAC
24. Correspondence on Railway Security
25. Correspondence on VVIP/VIP visit
26. Correspondence on NLFT
27. Correspondence on Exam Security
28. Correspondence on GO Night Duty

SI (M) K.LALRAMLIANI

1. Correspondence of Weekly Inspection Parade
2. Correspondence on Monthly Reports of Pension Benefits
3. Correspondence on Monthly Return of Pension Pending Cases under DIG(NR)
4. Correspondence on Monthly Return of DE/Suspension
5. Correspondence on FITNESS
6. Correspondence on GOs Leave
7. Correspondence on NGO Leave
8. Correspondence on Transfer & Posting in respect of NGOs
9. Correspondence on Transfer & Posting in respect of NGOs
10. Correspondence on Annual Inspection Report of SsP
11. Correspondence on Annual Inspection Report under DIG(NR)
12. Correspondence on Annual Inspection Report under DIG(SR)
13. Correspondence on INFORMAL INSPECTION by DIG(NR)
14. Correspondence on Annual Inspection Reports
15. Correspondence on Annual Inspection Reports on Aizawl DEF
16. Correspondence on Annual Inspection Reports on Mamit DEF
17. Correspondence on Annual Inspection Reports on Serchhip DEF
18. Correspondence on Annual Inspection Reports on Champhai DEF
19. Correspondence on Annual Inspection Reports on Kolasib DEF
20. Correspondence on Annual Inspection Reports on Traffic Unit
21. Correspondence on Drawing/Plan & Pattern of P.S - Building(P.S. Building)
22. Correspondence on Building
23. Correspondence on Building Proposal
24. Correspondence on Annual WORK PLAN under DIG(NR)/2014
25. Correspondence on Computer Literacy
26. Correspondence on Range Conference

ASI (M) ROSANGZUALI RALTE

1. Correspondence on Transfer & Posting of GO's
2. Correspondence on Technical File
3. Correspondence on Vehicles
4. Correspondence on SCRB/CCTNS
5. Correspondence on Debates on Human Rights Issue
6. Correspondence on Gender Harassment Against Women
7. Correspondence on Promotion/ Seniority/ Appointment
8. Correspondence on Seniority list
9. Correspondence on Community Policing Scheme
10. Correspondence on CSD
11. Correspondence on Stationery
12. Correspondence on MPRO
13. Correspondence on Computer/Xerox
14. Correspondence on Special Police Officer
15. Correspondence on Anti- Tobacco
16. Correspondence on Rationalization of Staff in PS/OP

17. Correspondence on Multi Sectoral Development Programme
18. Correspondence on F&ES
19. Correspondence on Election MP/MLA/VC/LC
20. Correspondence on Ministry of Home Affairs (MHA)
21. Correspondence on Mizoram Police Culture Club (MPCC)
22. Correspondence on CID & FSL
23. Correspondence on DSI from CID(SB)
24. Correspondence on DSB (Aizawl)
25. Correspondence on National Conference on Missing Children
26. Correspondence on Challan/ Account Matters
27. Correspondence on Arms & Ammunition
28. Correspondence on 5 years Perspective Plan
29. Correspondence on National Policy on Older Person
30. Correspondence on DGP Meeting
31. Correspondence on SsP Meeting
32. Correspondence on Creation of SDPO Sakawrdai
33. Correspondence on Proposal for selection of Magisterial Power to SDO/ BDO South Division
34. Correspondence on Opening of OP/BOP
35. Correspondence on Revenue Receipt
36. Correspondence on HIV/AIDS Prevention
37. Correspondence on Confirmation
38. Correspondence on Samellan
39. Correspondence on Meeting with NGO's
40. Correspondence on Assembly Session
41. Correspondence on Road Fund Board
42. Correspondence on Miscellaneous
43. Correspondence on Internet
44. Correspondence on Nodal Officer
45. Correspondence on BPR & D
46. Correspondence on New Book
47. Correspondence on ARYA MESS
48. Correspondence on Representation of GO
49. Correspondence on Amendment of Mizoram Police Manual 2005
50. Correspondence on Tour Note/Programme of GO's
51. Correspondence on Creation of Post/ Increase of AB Quota
52. Correspondence on Strengthening of Champhai DEF
53. Correspondence on NBFCS and UIBS
54. Correspondence on File Destruction
55. Correspondence on Agenda for DGP Meeting
56. Correspondence on Legislature Assembly
57. Correspondence on Police History
58. Correspondence on meeting/ minutes etc. of other Office

IV-Grade. VL Lalruatzeli (Supervised by H.A): Received and dispatch, maintenance of service stamp.

C/16 K.Hmingthanzauva: Computer operator.

General Branch Room duty: Hav. Hranghawla
C/500 Lalbiakliana
C/375 B. Lalhruaizela
IV-Grd. VL. Muanpuia

DIG(NR) & Personal Branch Room duty:
Hav. Rakesh Kumar
Hav. Surendra Prasad
C/79 Lalsiamkima

Dispatch Rider: C/730 H.Lalfamkima

EMPLOYEE LIST OF DIG(NR) OFFICE, PHQ.

Sl. No.	Name & Designation	Address		Mobile
		Office	Residence	
1	L.T Hrangchal IPS	DIG(NR)	Tuivamit	9436140226
2	Manik Lal Das MPS	SO to DIG(NR)	Sarawn veng, Aizawl	9862584736
3	Mary Zomuankimi Inspector (Steno)	DIG(NR) Office	ITI, Aizawl	9436144685
4	Vanlaltluangi Inspector(M)	DIG(NR) Office	Mission veng Aizawl	9436142210
5	Rozarlana Inspector	DIG(NR) Office, Crime Branch	Chawnpui, Aizawl	9436360655
6	Vanlalzuia S.I(M)	DIG(NR) Office	Tuikhuahlang, Aizawl	9774375002
7	R.Rotluanga S.I	DIG(NR) Office, Crime Branch	Sarawn veng, Aizawl	9436159360
8	Vanlalruata S.I	DIG(NR) Office, Crime Branch	Khatla, Aizawl	9436365966

9	C.Hmingchungnunga ASI	DIG(NR) Office, Crime Branch	Khatla, Aizawl	9862455544
10	Lalramnghaka ASI	DIG(NR) Office, Crime Branch	Laiputlang, Aizawl	9612227619
11	Rosangzuali Ralte ASI	DIG(NR) Office	Vaivakawn, Aizawl	9612168994
12	Ramdingliana Constable	DIG(NR) Office, Crime Branch	Venghlui, Aizawl	9862364727
13	Vanlalmuanpuia IV-Grade	DIG(NR) Office	Ramthar North, Aizawl	8119865200
14	Lalmachhuani IV-Grade	DIG(NR) Office	Dam veng	8014245917

(X) TECHNICAL CELL

i) The particulars of its Organisation, functions and duties

= The Technical Cell comprises executive staff, Ministerial Staff of Mizoram Police and J.E's ,SA and Draftsman attached from PWD, SI (UB), SI (M), HC(Opr.). Naik, Constable and IV Grade. The Engineer staff from PWD deal with preparation of Plan and estimate or Construction and repair of Police buildings. The Police Staff deal with movement of files, keeping documents pertaining to Construction / Repair works etc. under various Head / Sources such as MPF Scheme, 13th Finance Commission, NLCPR, Renovation of Borrowed Battalion (CRPF) building etc.

ii) The powers and duties of its Officers and employees :

= Junior Engineer (JE) 2nos. a) Preparation of Plan and Estimate and bills.
b) Supervision of works at site
Sectional Assistant(SA) 1 no. Supervision of works at site
Sub-Inspector (UB) 1 no. a) Preparation of Plan and Estimate and bills.
b) Supervision of works at site
c) Dealing all files and keeping and recording documents
Sub-Inspector (M) 1 no. Dealing all files and keeping and recording documents.
Draftsman 1 no. Drafting and tracing technical drawing
HC (Opr.) 1 no. Work as Computer Operator
Naik / Constable 4 nos. Work as Room duty and Room runner
IV Grade 1 no. Work as Room duty and Room runner

iii) The procedure followed in the decision making process, including channels of supervision and accountability

= All the files of the Technical Cell route through proper channels as per the decision making procedures laid down by rules.

iv) The norms set by it for the discharge of functions:

= As per the provision of Mizoram Police Manual and Mizoram Police Act and CPWD Manual.

v) The rules, regulation, instruction, manual and records, held by it or under its control or used by its employees for discharging its function.

= Circulars, orders and Office Memorandums issued by the Central and the state Governments, Mizoram Police Manual and Mizoram Police Act and CPWD Manual.

vi) A statement of the categories of documents that are held by it or under its control

= Categories of orders from the Govt. of Mizoram and Police Headquarters concerned with the branch are kept for preference.

vii) The particulars of any arrangement that exist for consultation with, or representation by, the members of the public in relation to the formulation of its policy or implementation thereof

= Cordial / Sociable

viii) A statement of the boards, councils, committees and other bodies consisting of two or more persons constituted as its part or for the purpose of its advice, and as to whether meeting of those boards, councils, committees and other bodies are open to the public, or the minutes of such meeting are accessible for public.

= With regards to allotment of works, tender has been floated after obtaining Approval from the Govt. of Mizoram as per the procedure laid down by CPWD Manual. The concerned paper are accessible to the public.

ix) A directory of its officers and employees :

Name	Designation/ Rank	Address		Telephone		Mobile
		Office	Home	Office	Home	
K.Malsawmkima	JE	Tech. Cell, PHQ	Electric Veng	EPABX	-	8730026152
M.C Lalnunsanga	JE	-do-	Nursery	-do-	-	9862919582

Vanlalthanga	SA	-do-	Govt.Complex	-do-	-	9612066526
RC Lalsangzuala	D/M-III	-do-	Tlangnuam	-do-	-	9436146408
PC Lalchhuanawma	SI(UB)	-do-	Bethlehem	-do-	-	9436144343
Ramthlengliani	SI(M)	-do-	Chawnpui	-do-	-	9436159739
Michael Lalrinmawia	HC Operator	-do-	Armed Veng	-do-	-	9863020857
R.Lalbiaknunga	Naik	-do-	Tuikual 'N'	-do-	-	9862303804
Vanlalthmuaka	Const	-do-	Ramthar	-do-	-	8974594974
K.Lalsangzuala	Const	-do-	Chaltlang	-do-	-	9612694631
Lalnithanga	Const	-do-	Salem	-do-	-	8415066434
Lalrintluangi	IVth Grade	-do-	Dinthar	-do-	-	9862381760

x) The Monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations

Sl/No	Rank	Pay band	Pay in the Pay band	Grade Pay
1	J.E	PB-2	9300-34800	4400
2	Sub Inspector	PB-2	9300-34800	4400
3	HC Operator	PB-I	5200-20200	2400
4	Naik	PB-I	5200-20200	2000
5	Constable	PB-I	5200-20200	1900
6	IV Grade	IS	4440-7440	1650

- xi) The budget allocated to each of its agency, including the particulars of all plans, proposed expenditure and reports on disbursement made.**
= Not concerning to this office / cell.
- xii) The manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes**
= Not applicable to Police Department.
- xiii) particulars of recipients of concessions, permits or authorisations granted by it**
= Not applicable to Police Department.
- xiv) Details in respect of the information, available to or held by it, reduced in an electronic form**
= All the information pertaining to Plan & Estimate are computerized.
- xv) The particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading room, if maintained for public use.**
= Nil
- xvi) The names, designation and other particulars of the Public Information Officer,**
= Nil

(XI) ASSISTANT INSPECTOR GENERAL OF POLICE-III

I. Organisation, function and Duties of AIG-III

Office of the Asst. Inspector General of Police –III Mizoram, Aizawl.

Function and Duties of AIG-III

- 1) He shall be responsible to the Deputy Inspector General of Police (Hqr) and the Director General of Police for all matters connected with subject dealt by him.
- 2) He shall carry out any other duties assigned to him by Deputy Inspector General of Police (Hqr) or Director General of Police.
- 3) He shall ensure that all reports and returns submitted in respect of his subject are prepared and submitted in time.
- 4) He shall ensure that all the Annual Confidential Reports of the Ministerial and other staff are initialed and received in time.

II. Power and Duties of Officer and employees.

- 1) AIG-III shall carry out any duties assigned to him by DGP(M).
- 2) AIG-III could process all matters of disciplinary proceedings and reward with rules and regulations keeping in view that fair and impartial action are taken in all those matter.
- 3) AIG-III has a power to reward to staff up to Rs 1000/-.

III. The procedure followed in the decision making process.

Similar to Sl. No II.

IV. Norms for discharge of function

- 1) Mizoram Police Manual 2005
- 2) Mizoram Police Act
- 3) CCS & CCA Rules

V. The rules and regulation, manual and records, held by him or under his control or used by his employees for discharging his function.

Similar to Sl. No III, the Rules and regulations are used by the employees for discharging its function.

VI. Statement of the categories of documents that are held by it or under its control.

Appended at Annexure I and II

VII. Public Relation

AIG-III shall maintain close co-operation and cordial relation with the Public in their grievances and his consultation with members of Public as required.

VIII. Statement of the Boards, council, committees and other bodies.

AIG-III is designated as follows:

- a) Nodal officer- Disaster Management
- b) Nodal officer- DGSP/ IGSP conference 2015.
- c) Labour, Employment & Industrial training Department
- d) Member, SMAC (Subsidiary Multi Agency Centre) as and when deputed by higher authority.
- e) Attend any meetings as and when deputed by higher authority
- f) SPIO RTI
- g) Record Officer of PHQ

IX. Employee list of AIG-III office, PHQ

Sl. No	Name & Designation	Address		Telephone	Residence
		Office	Residence		
1.	C.Lalnunmmawia,MPS	AIG-III	New Secretariat complex Khatla	2333076	9612156676
2.	T.Lalthangpuii Inspector(M)	AIG-III office	Upper Republic	9436159484	2300215
3.	R.Laldinthari S.I(M) Steno	AIG-III office	Ramhlun south	8794748850	
4.	R.Larinsangi ASI (M)	AIG-III office	Tuikual south	9862490456	
5.	Ram Kishore Singh constable	AIG-III office	Bungkawn Damveng	9862363146	

X. Monthly Remuneration of Officer & Employees

Sl. No	Rank & Name	Salary for One (1) month as on April, 2016
1.	C.Lalnunmawia,MPS	96,246
2.	T.Lalthangpuii Inspector(M)	69,238
3.	R.Laldinthari S.I(M) steno	45,231
4.	R.Larinsangi ASI (M)	56,121
5.	Ram Kishore Singh constable	35,490

XI. NIL.

XII & XIII Not applicable.

XIV. NIL.

XV. This can be found in website AIG-III.

XVI. AIG-III.

XVII. YES.

(XII) LEGAL BRANCH

The office of Legal Branch was started functioning wef. 9.12.2003 by setting up its office within the premises of DGP office on adhoc basis in a building constructed for staff quarter. The Legal Branch is not having its own office building till today.

The past and present incumbent of Legal Advisers are as follows –

	<u>From</u>	<u>To</u>
1) Saithanga MPS(Rtd)	12.4.2014	12.4.2015
2) Gaurav Sharma IPS	17.4.2015	

Legal Branch consists of one AIGP-Legal, two Dy.SP out of two, one is on attachment from 2nd Bn. MAP and one Inspector, one Inspector (M), one SI (M) and two Havilder on attachment from other units, one Head Constable on attachment from other unit, two Naik on attachment from other unit and five constables out of five, four are on attachment from other units and two IV-Grade on attachment from other units. There are only 6 regular staffs in Legal Branch.

This Branch deals with all legal matter under Mizoram Police Department which requires information and circulates in compliance to the order and directions of hon'ble Supreme Court/High Court/Lower Courts. Appeals in Civil Suits etc where losses of government fund are adjudicated. Preparations of Criminal appeal against the judgement & orders as well as departmental appeal. Prepares parawise comments in various cases viz. writ petition, suits etc. and submit the same to Home Department for further necessary action. Proposals for prosecution sanction received from district SP, scrutinized the proposal and return to concerned unit if necessary for fresh submission or sent to the Home Department after necessary corrections. Appeals in departmental cases- all appeals against order of the disciplinary authority by the delinquent officers will be dealt by the branch. Deals with all Court Notices requiring attention of the department and National Human Rights Violation cases. Also deals with all correspondences on Warrant of Arrest. This branch deals with DE against Inspector. It also deals Meeting Minutes correspondences, correspondences of Missing Children and correspondences of Child Trafficking and Human Trafficking etc. And any matters requiring legal aspects for the department.

Sec. 4. (1)(b) of RTI Act, 2005

- i) Organisation, functions and duties :
 - a) Prepared necessary draft and documents for filing appeal against certain Judgment & Order in Criminal Cases.
 - b) Parawise Comments prepared in every case and submit the same to Home Department for further necessary action.
 - c) Correspondences on Warrant of Arrest.
 - d) Correspondences on MACT cases.
 - e) Money Suit cases.
 - f) Re-instatement cases submitted by Police personnel.
 - g) Correspondence on Human Rights Commission.
 - h) D.E. against Police personnel.
- ii) Powers and duties of officers & employees
- Nil.
- iii) The procedure of decision making process, including channels of supervision (Rank – wise) and accountability (Rank – wise).
- All the staff routed their works/files in proper channel as per procedure of decisions making process under the rules.
- iv) Norms set by it for the discharge of its junctions:
 - a) MPM – Practice
 - b) Mizoram Police Act – Practice
 - c) CrPC and other Acts – Practice.
- v) The rules, regulations, manual and records, held by it or under its control or used by its employees for discharging its function :
 - a) MPM
 - b) Mizoram Police Act
 - c) CrPC and other Acts } followed
- vi) Statement of the categories of documents that are held by it or under its control (Different Orders from : (1) Government of Mizoram (2) Police Headquarters)
 - a) Government of Mizoram
 - b) Police Headquarters
 - c) All important cases, documents, Judgment and order are carefully kept and recorded.
 - d) All Government orders, circular and OM including Police Headquarters were carefully recorded and kept as record.

- vii) The particulars of any arrangement that exists for consultation by the members of the public in relation to the formulator of it policy or implementation thereof:-
- Cordial
- viii) Statement of the boards, councils, committees and other bodies consisting of two or more persons constituted as its part or for the purpose of its advice, and as to whether meeting of those boards, councils, committees and other bodies are open to the public, or the minutes of such meetings are accessible for public : (Various Boards or Committees formed)
- Nil
- ix) Directory of its officers and employees :

Name	Designation/ Rank	Home Address	Mobile	E-Mail
Shri Gaurav Sharma	IPS,AIG-Legal	New Delhi	9485141116	laphqmizoram@gmail. com
Vanlalduha	Dy.SP	Luangmual Vengthlang	9436159563	
V.L. Hmangaihzuala	Dy.SP	Bungkawn Vengthar	9436365171	
Lalmuankima	Inspector	Salem Veng	9862439264	
Chawngghmingliani	Inspector(M)	Chhinga Veng	9436142519	
Lalnunpuii	SI (M)	Dawrpui Vengthar	8014364235	
Valai Hlychho	Havilder	Armed Veng South	8014387317	
Lalsiama	Havilder	Saikhamakawn	9862354157	
F. Vanlalruala	Head Constable	Republic	8794719172	
VL. Rokhawma	Naik	Bungkawn Vengthar	8132813779	
Thangdailova	Naik	Durtlang Leitan	9862223408	
Ropiangthanga	Constable	Model Veng	9862531020	
MC. Lalmazlova	Constable	Kulikawn	8974963426	
Z. Lallawmtluanga	Constable	Khatla South	9612715750	
Ramdinmawii Sailo	Constable	Chanmari West	9862914418	
Lalrinpuii	Constable	Armed Veng South	9612629627	
R. Lalhmingthangi	IV-Grade	Armed Veng South	9612563372	
Thanluaia	IV-Grade	Republic	9612568878	

- x) Monthly remuneration received by each of its officers and employees.
- xi) The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made:
- xii) Not applicable to Police Department.
- xiii) Not applicable to Police Department.
- xiv) Details in respect of the information, available to or held by it reduced in an electronic form.
-Yes, all the letters are computerized.
- xv) The particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading room, if maintained for public use;
- xvi) The names, designations and other particulars of the Public Information Officer;
- xvii) Such other information as may be prescribed; and thereafter update these publications every year;

SI No X, XI, XV, XVI and XVII will be replied by the concerned Branch of the Police Headquarters.