

POLICE



DEPARTMENT

No.G4-48382/2022/CC

City Police Office,
Kozhikode

✉cpkkd.pol@kerala.gov.in

☎04952722673

Dated.27-01-2023

DO No. 80/2023/CC

Sub : State Plan Scheme 2022-23 - Social Policing Division- Digital De-Addiction Centre (D-DAD) - contractual appointment of the post of 'Project Co-ordinator" - Admitted to duty - Orders issued - re.

Ref : 1. G.O(Rt)No. 2541/2022/Home Dated 14-09-2022
2. PHQ Letter No. S1-85105/2022/PHQ Dated 07-10-2022
3. Notification No. G1-1580/2022/SPD(1) Dated 10-10-2022
4. Rank List No : G1-1580/2022/SPD Dated. 16-01-2023
5. PHQ Order No : S1-85105/2022/PHQ Dated. 09-01-2023.
6.Order No : G1-1580/2022/SPD(6) Dated. 18-01-2023.
7.Joining report of Kum.Abhirami A.T, dated 25/01/2023.

As per the order read as 6th cited, Kum.Abhirami AT, Keezharithazhe Snehadeepam (H), Kattilapeedika, Kozhikode, Vengalam PO- 673303, has been appointed as the Project Co-ordinator in D-DAD Centre at Kozhikode City on Contract basis.

She reported for duty in this office on the FN of 25/01/2023 and she is admitted for duty as the Project Co-ordinator in D-DAD Centre at Kozhikode City on Contract basis w.e.f. 25/01/2023 FN subject to the existing rules in the Department.

Appointment will be until 31/03/2023 and subsequent extension will only be based on suitability reports, Govt./PHQ order & State Plan Fund allocations in the corresponding years.

She is assigned with the following duties and responsibilities.

- Arrange the functioning of D - DAD Centre, to attend all day-to-day office tasks, maintain files and ensure communications with Addl SP other D-DAD Centres & Social Policing Directorate Officials.
- Support and coordinate the works of Clinical Psychologist in their assigned tasks.
- Receive the visitors and maintain the client's details in the prescribed proforma.
- Schedule the meetings, Capacity building programmes & workshops and prepare the minutes of the meetings and to circulate the minutes among the necessary Contacts and with Social Policing Directorate.
- Also ensure necessary follow up measures on pending tasks and backlogs connected with D-DAD Centre.

27-01-2023
Rajpal Meena IPS,
District Police Chief

To : 1.Kum.Abhirami.A.T, Keezharithazhe Snehadeepam (H), Kattilapeedika,



G4-48382/2022/CC



bf4e76

Kozhikode, Vengalam PO- 673303.

2.The Director, Social Policing Directorate, Thiruvananthapuram.

3.SI Radhakrishnan CAP Coordinator, through ACP DCB.

Copy To : 1.The State Police Chief & DGP, Kerala for information.
2.All ACPs & SHOs and all ministerial staff for information.
3.DO Book & DO File.



G4-48382/2022/CC



bf4e76