

**S1/161356/2017/PHQ**

Police Headquarters, Kerala

Thiruvananthapuram

Dated : 06 .02.2018

**OFFICE ORDER NO.169/2018**

**Sub: Police Headquarters – Constitution of Legal Division at PHQ  
– Orders issued – reg.**

**Ref: PHQ Office Order No. 305/2017 dated 22.12.2017.**

**A legal division was constituted in State Police Headquarters to function under the direct supervision of Legal Advisor, PHQ for providing legal assistance/advice and guidance in various legal matters vide reference cited. In this regard the following changes are ordered with immediate effect.**

- 01.** Henceforth, the Legal Advisor and Legal Division will function as two distinct entities.
- 02.** Main functions/responsibilities of the Legal Advisor are :
  - Legal Advice on files pertaining to court/judicial matters related to primarily criminal and constitutional law. In such cases files/issues may be marked to the Legal Advisor for legal opinion/assistance by SPC/ADGP (HQ)/IGP(HQ)/IGP (Admn). In the event any Staff Officer requiring legal opinion on files he/she can route the file through the concerned IGP/ADGP, who inturn can take the decision to mark the file to the Legal Advisor.
- 03.** The Legal Division will be under the direct supervision of the ADGP (HQ).
- 04.** Main functions/responsibilities of the legal division are :

- The Legal Wing will process files which are marked for legal analysis and routed by SPC/ADGP(HQ)/IGP (HQ)/Staff Officers
- To assist in preparation of documents such as SLAs/written statements, para war remarks, statement of facts etc.
- Rendering assistance in drafting/Legal vetting /verification of Circulars/EDs issued from PHQ.
- To collect important judgments/court directions and maintain a database for reference and brief senior officers as and when required.
- To facilitate the uploading of softcopies of latest cases from the Manupatra/SCC online etc. and also current and relevant Central/State Acts/Amendment Acts, etc. to the Police website.
- To carry out any other tasks/assignments as given by DGP & State Police Chief/ ADGP(HQ) from time to time.

**05.** The day-to-day administrative supervision of the legal wing will be by the AIG (PG).

Sd/-(02.02.2018)

**LOKNATH BEHERA IPS**  
**DGP & State Police Chief**

" I am directed to issue the above orders of the DGP & State Police Chief "



**S. Ananthakrishnan IPS** 06/2/18  
**Additional Director General of Police (HQ)**



To

- 1. Legal Advisor, PHQ.**
- 2. All Staff Officers, in PHQ.**
- 3. Manager/AO/All SS & JS in PHQ.**

Copy for information to : All List 'B' Officers.

POLICE



DEPARTMENT

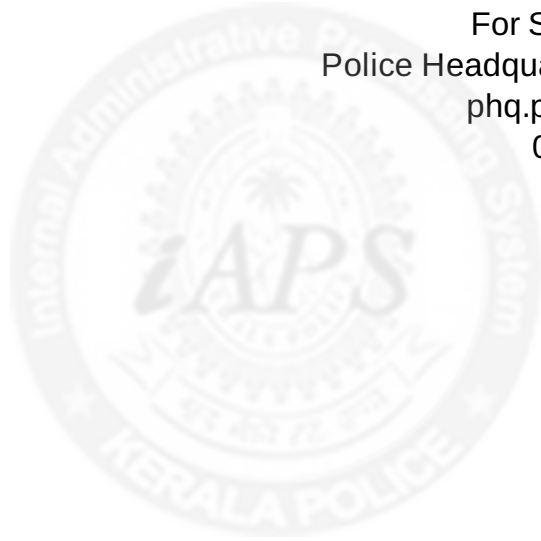
KERALA

Endt No S1-161356/2017/PHQ Dated. 12-02-2018

**PHQ Office order No. 169/2018 regarding constitution of Legal Wing at PHQ is hereby communicated to :**

1. Legal advisor, PHQ.
2. CA to all Staff officers, PHQ.
3. Manager/AO/All SS&JS in PHQ.
4. All officers in List B, for information.

Suresh G Krishnan  
Junior Superintendent  
For State Police Chief  
Police Headquarters, Thiruvananthapuram  
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04712721547



S1-161356/2017/PHQ



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**KERALA**

**Endt No G1(a)-7573/2018/ID Dated. 14-02-2018**

The office order No.169/2018 dated 06.02.2018 regarding the constitution of legal wing in PHQ is forwarded to all officers for information and necessary action.

Gilson Mathew  
Deputy Superintendent of Police  
For District Police Chief  
District Police Office, Idukki  
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G1(a)-7573/2018/ID



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