

WEST BENGAL POLICE GAZETTE



Published by Authority
FOR DEPARTMENTAL USE ONLY

KOLKATA, WEDNESDAY, 31ST DECEMBER, 2025

P A R T - I

**GOVERNMENT OF WEST BENGAL,
Home & Hill Affairs Department
Police Establishment Branch
Nabanna, 4th Floor, Room No. – 404
325, Sarat Chatterjee Road, Howrah – 711 102**

From : The Deputy Secretary to the, Govt. of West Bengal.

To : The Director General & Inspector General of Police,
West Bengal,
Bhabani Bhawan, Alipore, Kolkata – 700 027.

No. 3739-PL/PB/14M-42/2014(Pt.-I)

Dated : 24.11.2025

Sub : Engagement of 01 (one) part-time Karmabandhus in each of 12 office/unit under the police establishment in Jalpaiguri District.

Sir,

With reference to your office Memo. No. 543-Org dated 21.06.2021 on the subject mentioned above, I am directed to inform you that the Governor has been pleased to accord sanction for engagement of 01 (one) part-time Karmabandhu in each of 12 offices/units under the police establishment in Jalpaiguri District as per list below for a period of 01 (one) year on condition that filling up the sanctioned posts of Sweeper/Karmabandhu shall be kept in abeyance :

NAME OF UNITS

1. Dy. S.P. Traffic Office, Jalpaiguri
2. Chamurchi Out Post under Banarhat P.S.
3. Dy. S.P., Circuit Bengh Office
4. I.C. Traffic, HQR Office
5. Addl. S.P. Rural Office at Dhupguri
6. Addl. S.P. Rural Residence at Dhupguri
7. D.D.U. Office, Jalpaiguri
8. S.O.G. Office, Jalpaiguri
9. Cyber P.S., Jalpaiguri
10. Binnaguri Out Post under Banarhar P.S.
11. Inspector Traffic, Sadar Office, Jalpaiguri
12. Police Guest House, Jalpaiguri

Terms and conditions of engagement will be as per Finance Department's Memo. No. 4624-F(P2) dated 14.11.2024.

The order issues with the concurrence of the Finance Department vide their U.O. No. Group P2/2025-2026/0729 dated 10.11.2025.

The remuneration of 12 (twelve) part-time Karmabandhu will be paid from the appropriate Head of Account of the State Police Budget.

The Principal Accountant General (A & E), West Bengal is being informed.

Sd./-
Deputy Secretary
to the Government of West Bengal.

**WEST BENGAL POLICE DIRECTORATE
BHBANI BHAWAN, ALIPORE
KOLKATA – 700 027**

Dated 03.12.2025

ORDER

In terms of power conferred under the Government Order No. 360(2)-H(RTI)1A-48/11(Pt.) dated 30.08.2016 of Home Department, RTI Cell, Government of West Bengal, the Director General & Inspector General of Police, West Bengal has been pleased to designate Shri Ashis Deb, Dy. SP(HQ), Traffic Headquarters West Bengal as the State Public Information Officer in respect of office of the Traffic Headquarters West Bengal under the RTI Act, 2005 with immediate effect and until further order.

Sd.
DIGP, Telecommunication, WB
With additional charge of DIGP, Policy, WB
& State Public Information Officer
West Bengal Police Directorate
under the RTI Act, 2005

**WEST BENGAL POLICE DIRECTORATE
BHBANI BHAWAN, ALIPORE, KOLKATA – 27**

Office Order No. 312
Estt – 124/2025

Dated 03.12.2025.

ORDER

In terms of Notification No. 1962-P.S. Cell/HR/O/3P dated 08.11.2025 of Deputy Superintendent of Police, the Government has accorded sanction for creation of one (01) post of Deputy Superintendent of Police under West Bengal Police for the purpose of the appointment of Ms. Richa Ghosh, a distinguished woman cricketer of the Indian National Team, who has brought immense honour and pride to the nation and the State of West Bengal through her outstanding performance as a member of the champion team in the ICC ODI Women's Cricket World Cup, 2025.

Accordingly on the basis of joining report dated 03.12.2025 Ms. Richa Ghosh, D/o Shri Manabendra Ghosh, of Hjati More, Ward No. 19, Subhash Pally, Siliguri-734001, and a member of the ICC ODI Women's Cricket World Cup, 2025 Champion Team is hereby allowed to join West Bengal Police Directorate on 03.12.2025 forenoon vide Notification No. 1963-P.S. Cell, HR/O/3P-12/2025 dated 08.11.2025 of Home & Hill Affairs Department, Police Service Cell, Government of West Bengal and vide Memo. No. 622/1-Pers-I/Pers-I-150/2025 dated 10.11.2025 of Deputy Inspector General of Police (Personnel), West Bengal to the post of Deputy Superintendent of Police (on probation) in West Bengal Police under the category of medal-winning sports person under special dispensation in terms of Notification No. 629-PL dated 07.03.2024 of the Home & Hill Affairs Department, Government of West Bengal, in the Pay Matrix Level-16 (Rs. 56,100/-to Rs. 1,44,330/-) plus allowances, as admissible from time to time.

(Ajoy Kumar)
Additional Director General & Inspector General of Police
(HQ), WB
for Director General & Inspector General of Police
West Bengal.

West Bengal Police Directorate
Bhawani Bhawan

Police Order No 16 of 2025

Dated: 11/12/2025

Sub: Formation of State Disaster Response Battalion.

Disaster Management Group, of West Bengal Police has been functioning under Police Order No. 16 of 2009 Police Order No. 24 of 2011, Police Order No. 1 of 2013 and Police Order No. 1 of 2025. Now this order is issued in suppression of all earlier orders and will come into force from the date of issuance of this order.

Formation of One State Disaster Response Force (SDRF) Battalion is under consideration by the Govt. of West Bengal. Pending formal Government Order, one ad-hoc SDRF Battalion will be raised from the available resource of West Bengal Police. All the Disaster Management Group of West Bengal Police will now function under the SDRF Battalion with immediate effect.

ROLE OF SDRF

- a) Provide specialized response to disasters, natural or man-made, for rescue and relief.
- b) Deployment in case of impending disasters.
- c) Assistance to civil authorities in distribution of relief materials.
- d) Co-ordination with other agencies engaged in rescue/relief work.
- e) Impart training to the Local Police / HG/ NVF/CV.
- f) To work in community capacity building for disaster response.
- g) Capacity building through familiarization exercise, community awareness programs, mock exercise, organizing workshop cum exhibition and individual training etc.

TASK OF SDRF

- a) Deployment in case of impending disaster.
- b) Provide specialized response for rescue and relief in case of disasters which cover:
 1. Chemical Emergencies.
 2. Extrication of victims during flood, Accident, Collapse of Building/ Infrastructure.
 3. First Medical Response to victims.
 4. Assistance to civil authorities in distribution of relief material.
- c) Coordination with other agencies.

STRENGTH AND COMPOSITION OF SDRF BATTALION

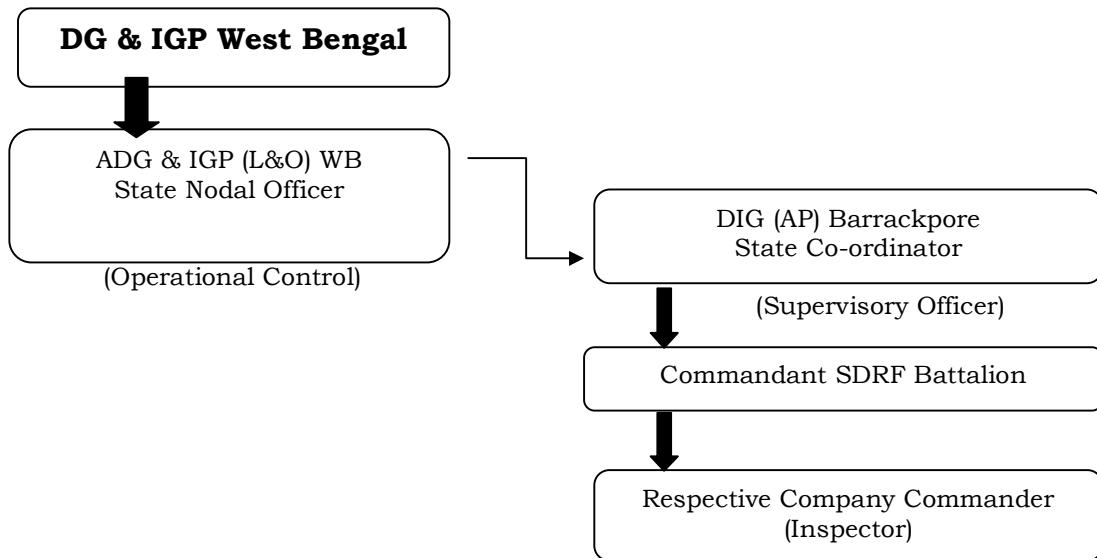
As a part of Capacity Building under Disaster Management Act-2005, Formation and authorized strength of SDRF Bn. is **1151** as per **Annexure-I**, comprising of various ranks of operational, and other administrative staff. SDRF Battalion is composed of 09

Coys (Coy A to Coy I) and one HQ Coy to be drafted from various Armed Police Battalion of West Bengal Police. **Thus all 72 specialized Search & Rescue Teams (08 Teams in each Coys)** which include specialized manpower & resources (CSSR/MFR/Surface & Deep Dive Water Rescue/ High Rise Building/ Mountaineering / Rock Climbing). Out of 72 SAR teams, 45 SAR teams will be placed into service for deployment at any given time whereas remaining SAR teams would be deployed within next 48 hours. Regarding CBRN, 5 teams (Barrackpore -2 teams, Salua -1 team, Barjora -1 team and Dabgram -1 team) shall be earmarked and trained to address as a first responder for any CBRN emergency.

LOCATION OF SDRF COYS :-

1. Head Quarter :- Barrackpore
2. South Bengal Zone :- Barrackpore – 02 Coys & Krishnagar- 01 Coy.
3. Western Zone :- Barjora 01 Coy., Durgapur 01 Coy. & Salua – 01 Coy.
4. North Bengal Zone :- Dabgram -02 Coys & Malda – 01 Coy.

Apart from AC (HQ) at BHQ, in each zone 01 (one) officer in the rank of Assistant Commandant will supervise the function of the SDRF Coys. located there.

ORGANIZATION STRUCTURE OF SDRF BN. :-

DIG (AP) Barrackpore being assisted by Commandant and Assistant Commandant (HQ), SDRF will be the Coordinating Officer for raising, equipping and training of SDRF Personnel. The overall State Nodal Officer of SDRF will be ADG & IGP (L & O), WB.

MANPOWER

Strength of manpower for SDRF of west Bengal Police will be drafted from Various Armed Police Battalions as per guidelines of Police Orders issued from time to time and on the basis of their physical endurance which will be judged by a committee under the chairmanship of DIG (AP) Barrackpore. Age profile of ranks for induction in SDRF - Constable maximum 30 years, ASI maximum 35 years, SI maximum 30 years and Inspector maximum 45 years.

TRAINING

Newly drafted Manpower will undergo 08 (eight) weeks basic training at SDRF Bn HQ and thereafter undergo 02 (two) weeks specialized course under NDRF/ NISA/ NEPA or other various specialized agencies as deem fit by the competent authority. After completion of Basic and advance training all will be inducted to SDRF Battalions for a period of 05 (five) years and extendable for another 02 (two) years subject to physical ability.

Apart from Basic Training, two weeks in-service training will be organized by BN HQ. All the personnel posted in all Coys should participate in the said training in phased manner. On the basis of the performance personnel will be selected for ToT / MoT organized by various specialized agencies. Besides, Commandant will also formulate and organize Three (03) weeks basic DM course for SIs/ASIs/ Constables/ HGs/ NVFs/ Civics of Districts & Commissionerates under West Bengal Police as per directive issued from competent authority.

ACCOMMODATION

Existing infrastructure of Armed Police Battalions of West Bengal Police will be utilized for newly raised SDRF Battalion. DIG (AP) Barrackpore and State Co-ordinator will issue necessary order in this regard.

EQUIPMENT

Existing equipment and gadgets presently possessed by various DM unit of WBP will be utilized by the newly raised SDRF Bn. For procurement of new equipment, AMC of existing equipment, repairing of equipment, Condemnation etc., A Committee will be formed by State Nodal officer and State Co-ordinator with other officers having knowledge in this regard.

MOBILITY

For mobility of SDRF Personnel, scale of vehicle has been given in annexure-I. Necessary order (hiring / procurement and POL) will be issued by the competent authority of WB Police directorate. Necessary order for POL and Lubricant for equipment will also be issued from WBPD.

Regarding Uniform, Symbol, Flag, conduct and other duties of various ranks of SDRF personnel will be issued by the competent authority.

DE-INDUCTION

On completion of any operation / Rescue, the Coy / Team commander will take decision on de-induction after received order from BHQ / PHQ control room. In case of major operations, the Commandant will take clearance from PHQ / State Nodal Officer before ordering de-induction.

SDRF personnel should not be retained in district / commissionerate for a longer period of time unless there is any exigency.

SDRF personnel, from AC downwards, are not to be deployed for routine Law & Order or other routine purpose without the express direction of DG & IGP, WB.

DG & IGP, West Bengal may at any point of time revise, relax or repeal any of clauses of the Police Order as and when required.

Annexure-I

Following will be the strength of the proposed SDRF Bn. with 09 (nine) operational Coy. and 01 (one) Head Quarter Coy.

Bn HQ CO	CO	DC	AC	Inspr	SI	ASI	Const	PA	HA	UDC	LDC	Gr. D	Total
Administrative Staff	1	1	1	1									
Operation & Training					1	2	8						
Reserve Office					2	2	3						
Police Office / Computer						1	4						
Store Section					1	2	3						
MT Section				1	1	2	3						
Control Room / Communication					4	8	24						
Unit Guard / RP Duty					1	6	32						
Armourer						1	1						
Orderlies/ Messenger							17						
Constable Driver								90					
Ministerial Staff									1	1	3	6	40
Strength of 09 Operational Coys			3		9	27	99	738					
Total	1	1	4		11	37	123	923	1	1	3	6	40
													1151

Operational Coys.				
Strength of Each Ops Coy	Inspr.	SI	ASI	Const.
	1	3	11	82
Composition of each Coy				
Strength of 08 Operational Team	1	3	8	72
Coy Major			1	2
Coy Store			1	3
Coy Trainer			1	3
Coy Dog Handler				2
Total in a Coy			11	82

Strength of vehicle for 09 operational coys of SDRF

Type of vehicle	Quantity	For 09 Ops Coy
Light vehicle (for Coy Commander)	1	9
Medium vehicles (35 seater Traveller / 35 Seater Bus to carry 12 person and equipment having rooftop loading facility)	5	45
Ambulance (TATA SUMO)	1	9
Motor Cycle	2	18

Strength of vehicle of SDRF including HQ coy.

Name of Vehicle	SV	MV	BV	M/Cycle	Others Vehicles
Scorpio for CO	1				
Scorpio for Dy. CO	1				
Bolero for AC	4				
Tata / Eicher Truck		2			
Big Truck (TATA LPT 3118)		2	2		
Bus (47-Seater)			2		
Bus (35-Seater)		2			
Pickup Van		1			
Brake Down/Crane (35 Ton)					1
Ambulance	1	1			
Two Wheelers				4	
For 09 Operational Coys	9+9=18	45		18	
Total	25	53	4	22	1

This order will take immediate effect.

By Order

Sd./-
(JAY PRAKASH SHARMA)

Registrar - I
Holding Additional Charge of Registrar - II
West Bengal Police Directorate

(File No. Org-96/2013)

**WEST BENGAL POLICE DIRECTORATE
BHABANI BHAWAN, ALIPORE, KOLKATA – 700 027**

Orders

The following Lady Civic Volunteers of different unit/districts are hereby allowed to work at the new place of relocation as noted against each with immediate effect.

Sl. No.	NAME	PRESENT PLACE OF ENROLMENT	NEW PLACE OF ENROLMENT
1.	LCV/05148 Ruparani Halder	Parulia Coastal PS, Diamond Harbour PD	Raidighi PS, Sundarban PD
2.	LCV/Swarnali Santra (Sain)	Khandaghosh PS, Purba Bardhaman Dist.	Chatterjeehat PS, Howrah PC
3.	LCV/049 Gita Rani Biswas	Siliguri PC	Haldibari PS, Coochbehar Dist.
4.	LCV/574 Mini Orow	Gajoldoba out-post, Bhorer Alo PS, Siliguri PC	Kharibari PS, Darjeeling Dist.
5.	LCV/1048 Dipa Roy	Siliguri PC	Maynaguri PS, Jalpaiguri Dist.
6.	LCV/121 Natun Mandal	Baishnabnagar PS, Malda Dist.	Farakka PS, Jangipur PD

To move immediately.

Sd./-

Additional Director General &
Inspector General of Police
(Training), West Bengal

PART – II
Orders of the Director General & Inspector General of Police, West Bengal

NIL

PART – III
Rewards

NIL

PART – IV
Miscellaneous Notices

NIL

PART – V
Notification regarding the forfeiture and proscription of various publications.

NIL

PART – VI
Govt. & Other Departmental Orders

Police Order

NIL

By Order

(Shri Subhash Kumar Roy)
Special Officer (Organisation)
West Bengal Police Directorate