

Section 4(1)(b)(v) of RTI Act-'05.

Recorded held are as follows:-

- 1) Police orders.
- 2) Order related with Promotion, Transfer, and Posting etc.
- 3) West Bengal Police Gazette.
- 4) Maintenance of Service Books / Pensions papers.
- 5) Data on strengthening and implementation of RTI ACT.

All Major Acts, Minor Acts, Service Rules, Police Regulations Bengal etc, are being used for the said purpose.

Rules, Regulation, Instructions

| Sl.No. | Name of the Act, Rules, Regulations etc. | Gist of the Contents | Reference |
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| 1 | The Police Act, 1861, I.P.C., Cr. P.C., Evidence Act & Other Minor Acts. | Enactment of Parliament specifying Offences, procedure of investigation and trial | Govt. Publication. |
| 2 | Police Regulation, Bengal 1943 (Volume I/II & III) | The consolidated Rules relating of the police in the State of West Bengal. [Corrected up to 1 st February 1972 regarding the administration of Police Personnel of lower to the higher post] The rules relate to the appointment, recruitment, promotion, confirmation, punishment and other conditions of services of Police personnel of the State except IPS Officers. | State Govt. Publication. |
| 3 | The Rules of Business of the West Bengal Police Directorate, 1976 | Rules relate to the functioning of the West Bengal Police Directorate. [The rules were revised thereafter thrice, last in july, 1976] Rules relate to Organization, General Correspondence, Duties of Police officers & men, functions of the different Branches & Sections, Control Room, Police Press, duties of P.R.O. & the disciplinary actions relates with the High Court cases. | Published by West Bengal Police Press. |
| 4 | E.F.R. Act, 1920 | Deals with Eastern Frontier Rifles. | |
| 5 | West Bengal Service Rules. | These shall apply to all the Subordinate | Govt. Publication. |

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| | [Part I & II] General condition of Service, Pay, Fees & remunerations, Joining time, Leave, Dismissal removal and Suspension, Compulsory retirement, occupation of Govt. residences and other special provisions [Part-I] Drawl of Compensatory Allowance, Travelling Allowance and L.T.C. [Part-II] rules as amended or revised from time to time. | Police Officers & men, Civilian and Class-IV employees of W.B. Police in addition to the rules and regulations made under the P.R.B. | |
| 6 | West Bengal Financial Rules. | Objects of Expenditure, Financial powers of the Head of the Deptt. and Head of Offices. | Govt. Publication. |
| 7 | Delegation of Financial Powers Rules-1977 and as amended of revised time to time. | Exercise of financial power to incur expenditure in certain circumstances. | Govt. Notification No. 9751F dt. 17.11.77. |
| 8 | Loans and Advances to State Govt. Employees. | Advance for purchase of Motor Car, Advance for purchase of Motor Cycles/ Scooters / Moped etc. | Govt. Notification No. 1300 - F.B. dt. 31.5.99., No. 1301-F.B. dt.31.5.99, No.1302-F.B. dt. 31.5.99. |
| 9 | Purchase Rules. As amended in the W.B.F.R. | | Govt. Notification No. 10500F dt. 19.11.2004. |
| 10 | Treasury Rules | Function of Distt. Treasury and the Pay & Accounts Office. | Govt. Publication. |
| 11 | G.P.F. Rules | Relating to General Provident Funds. | Govt. Publication. |
| 12 | Group Insurance Scheme 1983 & 1987. | Self-financing Scheme for full time State Govt. employees. | Govt. Publication. |
| 13 | Medical Attendance Rules 1964 and as amended time to time. | Determines who will come under this rule and the facilities of treatment admissible to the Govt. Employees | Govt. Notifications No. Estt/ 2850/ 2M-36/64 dt. 22.6.64, No. Estt./1142/2M-70/76 dt. 29.1.77. |
| 14 | Duties, Rights and Obligations of the Govt. Employees Rules 1980 | | Govt. Notifications No. 5630-F dt. 4.6.1980. |
| 15 | Appointment, Probation and Confirmation Rules 1979. | | Govt. Notifications No. 6060-F dt. 25.6.1979. |
| 16 | Service on Compassionate Grounds. | Relief to the family of the deceased Govt. Servant while in service. | Govt. Notifications No. 5120 L.W. dt. 17.10.77, No. 130 L.W. dt. 25.1.78, No. 196 EMP dt.19.6.78. |
| 17 | Professional Tax Rules, P.Tax Act 1979 and as amended time to time | | Govt. Publication. |
| 18 | Income Tax on Salaries. | Responsibility of D.D.O. in respect of deduction of I.T., submission of T.D.S. and Return. | Govt. Publication. |
| 19 | Compendium of Reservation for SC, ST and OBC. | Rules Regarding Recruitment & Promotion. | Govt. of W.B. Publication. |

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| 20 | All India Service Manual I & III. | Applicable to India Police Service. | Govt. of India Publication. |
| 21 | Promotion Policy of Subordinate Ranks in West Bengal Police. | | Govt. OF W.B. home (Police) Deptt. No.1035 PL dt. 21.2.2001 & No. 1036 PL dt. 21.2.2001 & No.1038 PL dt.21.2.2001. |
| 22 | West Bengal Govt. D.C.R.B Rules 1971 and as amended time to time. | | Govt. of W.B. Publication. |