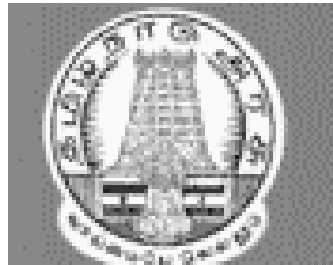


FORENSIC SCIENCES DEPARTMENT



HANDBOOK ON RIGHT TO INFORMATION ACT 2005

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Proactive Disclosure under Section 4(1) (b) of RTI Act, 2005

- i. Introduction**
- ii. The particulars of its organisation, functions and duties (Section 4(1)(b)(i) of RTI Act, 2005)**
- iii. The powers and duties of its officers and employees (Section 4(1)(b)(ii) of RTI Act, 2005)**
- iv) The procedure followed in the decision making process, including channels of supervision and accountability (Section 4(1)(b)(iii) of RTI Act, 2005)**
- v) The norms set by it for the discharge of its functions (Section 4(1)(b)(iv) of RTI Act, 2005)**
- vi) The rules, regulations, instructions, manuals and records, held by it or under its control or used by its employees for discharging its functions (Section 4(1)(b)(v) of RTI Act, 2005)**
- vii) A statement of the categories of documents that are held by it or under its control (Section 4(1)(b)(vi) of RTI Act, 2005)**
- viii) 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 (Section 4(1)(b)(vii) of RTI Act, 2005)**
- ix) 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 meetings of those boards, councils, committees and other bodies are open to the public, or the minutes of such meetings are accessible for public (Section 4(1)(b)(viii) of RTI Act, 2005)**
- x) A directory of its officers and employees (Section 4(1)(b)(ix) of RTI Act, 2005)**
- xi) The monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations (Section 4(1)(b)(x) of RTI Act, 2005)**
- xii) The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made (Section 4(1)(b)(xi) of RTI Act, 2005)**

- xiii) The manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes (Section 4(1)(b)(xii) of RTI Act, 2005)**
- xiv) Particulars of recipients of concessions, permits or authorisations granted by it (Section 4(1)(b)(xiii) of RTI Act, 2005)**
- xv) Details in respect of the information, available to or held by it, reduced in an electronic form (Section 4(1)(b)(xiv) of RTI Act, 2005)**
- 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 (Section 4(1)(b)(xv) of RTI Act, 2005)**
- xvii) The names, designations and other particulars of the Public Information Officers (Section 4(1)(b)(xvi) of RTI Act, 2005)**

CHAPTER – 1

INTRODUCTION

This handbook is brought out by the Forensic Sciences Department (Government of Tamil Nadu) , Chennai as required by the Right to Information Act, 2005. The objective of this handbook is to provide information to the citizen of India, about the organization set-up, functions / activities of the various units of this Department, subject to the exemptions provided in sub section 'h' of section 8(1) and sec.9 of the above act.

This organization consists of a Main Office / Headquarters at Chennai-4 and ten (10) Regional Laboratories at Tirunelveli, Madurai, Thanjavur, Coimbatore, Salem, Vellore, Ramanathapuram, Villuppuram, Tiruchirappalli and Dharmapuri and thirty four (34) Mobile Forensic Science Laboratories each at every Police Districts / Commissionerates.

In this manual unless the context otherwise requires:- (a) "Main Office" means the headquarters of Forensic Sciences Department , "Forensic House", 30-A, Kamarajar Salai, Mylapore, Chennai-4 ; (b) "Regional Forensic Science Laboratory" means the regional Units of this Department situated at Tirunelveli, Madurai, Thanjavur, Coimbatore, Salem, Vellore, Ramanathapuram, Villuppuram Tiruchirappalli and Dharmapuri; (c) "Report" means the outcome of the result of analysis / examination/ comparison of items received ; (d) "Items" means the material objects involved in various cases forwarded to this laboratory through Court / Police / Other agencies envisaged in the G.O.Ms.No.996 Home (Pol.18) Department dt.08.09.2000 followed by its Government letter No.107701/Pol.18/2000-1 dt.03.11.2000 & letter No.93132 / Pol.18 / 2001-1 dt.29.01.2002 ; (e) "MFSL" means Mobile Forensic Science Laboratory ; (f) "DD" means Deputy Director ; (g) "AD" means Assistant Director; (h) "SO" means Scientific Officer and (i) "JSO" means Junior Scientific Officer.

CHAPTER – 2
PARTICULARS OF ORGANIZATION, FUNCTIONS AND DUTIES
(Section 4(1)(b)(i) of RTI Act 2005)

2.1 Objective / purpose of the public authority

The Forensic Sciences Department examines / analyses / compares the material objects / clue materials related to crime / civil cases referred by Courts / Police Officers / Medical Officers and conducts scientific examination required by Government cases referred by its Departments and by Civil Courts & other agencies.

2.2 Mission / Vision statement of the public authority

The main objective of this institution is to render quality scientific service to all types of criminal cases for the cause of justice to prove innocence / guilt by employing classical as well as modern scientific technologies / equipments.

2.3 Brief history of the public authority and context of its formation

This Department has existed even before 1849. The oldest traceable report of this Department is dt.30.10.1849. The “Chemical Examiners Laboratory” for the police purpose (1859) and the “Prohibition & Excise Laboratory” for revenue purpose (1886) and establishment of scientific sections under police (1905) have crossed different administrative changes and been merged to become State Forensic Science Laboratory (1959) and in its present form as Forensic Sciences Department in 1984. At present, it is functioning as an independent Department under the direct control of Home Department of Government of Tamil Nadu.

2.4 Duties of the public authority

The main duty of this Department is to analyse / examine / compare various material objects by employing classical and modern scientific technologies including the latest state of art sophisticated instruments / equipments.

2.5 List of services provided by this Department

- 1) Criminal cases referred by Police , criminal courts, Government hospitals , Government Veterinary hospitals
- 2) Cases referred by other Departments of our State / local bodies
- 3) Cases referred by other States (Courts / other Departments)
- 4) Cases referred by Enquiry Commissions etc. of our State
- 5) Civil cases referred by Civil Courts
- 6) “others” – under special circumstances

Activities of various Divisions are provided in the **Annexure – I**

2.6 List of services provided:

(A) In addition to the services mentioned in (2.5) other services provided are:-

- a) VVIP food analysis – To screen the food samples provided to VVIPs visiting Tamil Nadu for ascertaining whether the food samples are poison free, thus assisting security aspects.
- b) Paternity testing – to confirm the disputed parenthood of children by employing latest DNA techniques for the protection of destitutes and to assist Civil, Criminal cases in determining real parents.

(B) Services provided by Regional Forensic Science Laboratories – The ten (10) Regional Forensic Science Laboratories situated at Thanjavur, Tirunelveli, Coimbatore, Madurai, Salem, Vellore, Villuppuram, Trichy, Ramanathapuram and Dharmapuri provides assistance to the Police Districts attached to the region. Scientific analysis service are rendered on samples related to Prohibition, Narcotic, Biological and Toxicological examinations.

(C) Services provided by Mobile Forensic Science Laboratories – The MFSLs attached to each Police Districts including Commissionerates under the administrative control of the Unit Police Officers and manned by Assistant Director render forensic scientific assistance in the field level to locate, collect, preserve scientific clues from crime scenes and assist investigating officers in using scientific techniques at field level for reconstruction of crimes.

2.7 Organizational Structure

The details are provided in **Annexure – II**

2.8 Expectations from the public:

- (a) As the roots of scientific clues emerge from the crime scene level, public are expected not to meddle with any type of crime scenes (murder, rape, accidents, property offences etc.) so that the microscopic transfer / trace evidences available in the crime scenes are not destroyed. In fact, they shall render their assistance / cooperation in preserving crime scenes in all possible manner until the arrival of police / scientific experts.
- (b) The public are expected not to interfere with the functioning of this Department, since this Department is unbiased and serves the Courts / Public to identify truth only.

2.9 Arrangements made for public participation:

The public may give their opinion / suggestions through the feedback inputs on the website ; and , during exhibitions / seminars are organized

2.10 Monitoring service delivery:

Since this Department is not directly related to public there is no such mechanism on a regular basis , but any information subject to the restrictions as per Section 8(1)(h) of Right to Information Act 2005, required from this Department may be obtained through the PIOs nominated

2.11 Address of the Main Office & Other office @ different levels (Given as in Annexure – III)

- a) Working hours of this Department is from 10.00 hours to 17.45 hours on all working days. In case of exigencies, this department works on out of office hours and government holidays too.
- b) Saturdays & Sundays and other Government holidays (of our State) are holidays for this Department

CHAPTER – 3

POWERS AND DUTIES OF OFFICERS AND EMPLOYEES

(Section 4(1)(b)(ii) of RTI Act 2005)

3.1 DIRECTOR

(a) Administrative powers –

- Being the head of the Department, transfer and posting up to the level of Deputy Director.
- Sanction of provisional pension up to the level of Deputy Director.
- Appointing authority for the post of Scientific Officer, Junior Scientific Officer, Scientific Assistant (Photo), Photographer, Technician, Laboratory Assistant, Technical Stores Superintendent, Store Keeper, Librarian, Superintendent, Assistants, Junior Assistant, Typist, Junior Assistant- cum-Typist, Telephone Operator, Driver, Record Clerk, Office Assistant, Sweeper, Night Watchman, Packer, Gardener.

(b) Other powers assigned by the Government.

- Financial powers – up to the budget provisions
- Others
- Disciplinary proceedings up to the level of Scientific Officer
- Assessment Report up to Joint Directors.

DUTIES: Supervision of Main Laboratory, Chennai- 4 /
Regional Forensic Science Laboratories / Mobile Forensic
Science Laboratories

3.2 ADDITIONAL DIRECTOR

- As delegated by the Director
- Appointing authority of Laboratory Assistant for Main Laboratory
DUTIES – (i) Supervises all Division works of Main Laboratory
(ii) Monitoring the activities of RFSL
(iii) To develop innovative ideas / programmes for keeping
up this Department to the international standards

- (iv) Assisting Director in all activities
- (v) To coordinate with the Directorate of Forensic Sciences, New Delhi.
- (vi) To monitor modernization aspects

3.3 JOINT DIRECTOR

As delegated by the Director

- DUTIES –
- (i) To head one of the Divisions of FSD (Chiefly Photo Division)
 - (ii) Supervising functions of Reception & Instruments Divisions
 - (iii) Training programme of staff (in-house & external)
 - (iv) Training programmes for other Department officials

3.4 DEPUTY DIRECTOR - Main Office at Chennai.

(a) Administrative powers –

- Control of the staff in his/ her respective Unit
- Writing of Confidential Reports up to **Assistant Director** and maintaining Record Sheets for other technical staff under his/her control

(b) Financial powers - Nil

(c) Others – Nil

DUTIES – i) He/she is the leader of the team in his/her Unit

- ii) Guides, directs, supervises all the scientific activities / analysis, examination, comparison of exhibits received, issuing of analysis reports to Courts / Medical Officers
- iii) Responsible for the case sheets, case articles, instruments equipments in the Unit
- iv) Other duties assigned by Director from time to time.

3.5 DEPUTY DIRECTOR - Regional Forensic Science Laboratories

(a) Administrative powers –

- Control of the staff in his/her respective RFSL
- Writing of Confidential Reports up to **Assistant Director** and maintaining Record Sheets for other technical staff under his/her control

- Appointing authority of Junior Laboratory Assistant
 - Maintaining Service Register of all the staff
- (b) Financial powers – All powers delegated by the Director. Drawl of salary / GPF / Other budgetary obligations & such financial dealings.
- (c) Others – Makes all decisions related to RFSL in consultation with the Director

- DUTIES** - i) He/she is the leader of the team in the Regional Forensic Science Laboratory
- ii) Guides, directs, supervises all the scientific activities / analysis, examination, comparison of exhibits received, issuing of analysis reports to Courts / Medical Officers
- iii) Responsible for the case sheets, case articles, instruments equipments in Regional Forensic Science Laboratory
- iv) Other duties assigned by Director from time to time.

3.6 **ASSISTANT DIRECTOR**

- (a) Administrative powers – Assists Deputy Directors; and, in the absence of Deputy Director, assumes power of DD.
- (b) Financial powers - Nil
- (c) Others – Supervises the works of Scientists under his/her team

- DUTIES** – i) Be a part of the team & does analytical works, supervises the analytical aspects of case materials
- ii) Up keeping stores, equipments
- iii) Cases for the case sheets & case articles
- iv) Reception of cases, dispatch of items & reports
- v) Other duties assigned by DD from time to time

3.7 **SCIENTIFIC OFFICER**

- a) Administrative powers – Nil
- b) Financial powers – Nil
- c) Others** – In the absence of **Assistant Director** or otherwise assumes the powers of AD. Supervises the works assigned to **Junior Scientific Officer**

DUTIES

- I. Analysing /examining samples – part of the Scientific team
- II. Assists Assistant officer /Deputy Director in caring case sheets/article.
- III. Assists Assistant officer /Deputy Director in up keeping stores, equipments.
- iv. Maintenance of costly equipments/ Instruments.

3.8 JUNIOR SCIENTIFIC OFFICER

- a) Administrative powers – Nil
- b) Financial powers – Nil
- c) Others – Supervises the activities of supporting staff

- DUTIES** – i) Analysing / examining samples – part of scientific team
- ii) Maintain stock register
 - iii) All miscellaneous activities
 - iv) Helps senior scientists in analytical works
 - v) Preparation of reagents etc
 - vi) Carries out analysis (as per eligibility)
 - vii) Maintaining / up-keeping all kits / tools / medium level instruments

3.9 SCIENTIFIC ASSISTANT (PHOTO)

DUTIES : Attends the photo works of all Divisions of Forensic Sciences Department

3.10 PHOTOGRAPHER

DUTIES: Assists the Scientific Assistant (Photo) in photo section

3.11 TECHNICAL STORES SUPERINTENDENT

- (a) Administrative powers – Nil
- (b) Financial powers – Nil
- (c) Others – Nil

DUTIES –

- (a) Supervising the work of Assistants / Junior Assistants in procuring chemicals, apparatus, equipments etc. and implementing various schemes such as Modernization of Police Force, Tamil Nadu State Innovative and Initiative Scheme (TANII) Finance Commission and any other special scheme

- (b) Supervising the works of the Store-keeper (receiving, issuing and keeping chemicals, apparatus, equipments etc.)
- (c) Supervising the works of the Technical Assistant / A/c Plant and Technical Assistant Gas Plant in providing uninterrupted water supply, power supply and gas supply.
- (d) Coordinating with the Stores Technician in upkeeping of the Main Laboratory building and campus.
- (e) Assisting DD i/c Stores in all the activities of the stores.

3.12 STORE – KEEPER

- (a) Administrative powers – Nil
- (b) Financial powers – Nil
- (c) Others – Nil

DUTIES –

- (i) Receiving the items, chemical apparatus, equipment etc. supplied by the suppliers private and Government organizations against our purchase orders.
- (ii) Keeping and accounting the stock
- (iii) Issuing chemicals, apparatus, equipments etc. to various Divisions of the Main Laboratory, Regional Forensic Science Laboratories & Mobile Forensic Science Laboratories against their indents.
- (iv) Maintaining stock and to issue to the Divisions whenever required
- (v) Supervising the works of the Stores Technician in upkeeping the building and campus of the Main laboratory

3.13 TECHNICAL ASSISTANT

- (a) Administrative powers – Nil
- (b) Financial powers – Nil
- (c) Others – Nil

DUTIES – (i) Operating the gas plant and A/c plant, water pump and other electrical installation ; (ii) Arranging for uninterrupted water supply, power supply and gas supply

3.14 TECHNICIAN

- a) Administrative powers – Nil
- b) Financial powers – Nil
- c) Others – Nil

- d) **DUTIES** – i) Supervises the activities of Laboratory Assistant.
ii) Receiving, up-keeping, issue of case sheets
iii) Displaying case articles/samples for examination / analysis
iv) Maintenance of tools/batteries/cleaning of costly instruments/equipments
v) Coordinating in all activities of the supporting staff & scientific staff
vi) In the absence of Lab Assistant, assumes the role of lab assistant.

3.15 LABORATORY ASSISTANT

- Assists Technician in all activities
- Washing apparatus
- Works allotted by Scientific Staff & Deputy Director
- Maintaining the laboratory in clean ambience

3.16 PERSONAL ASSISTANT TO DIRECTOR (ADMN)

- (a) Administrative powers – To carry out administrative matters delegated to him/her by the Director
- (b) Financial powers – Drawing and Disbursement Officer for establishment at Headquarters
- (c) Duties – To monitor all the administrative, financial dealings and controls the Superintendents / Assistants / Junior Assistants / Typist etc.

3.17 (i) SUPERINTENDENT (ADMINISTRATION)

- (a) Administrative powers – Nil
- (b) Financial powers – Nil
- (c) Others – Nil

DUTIES – (a) To supervise all matters related to their sections ; (b) MPF & TANII and, any other special schemes (c) works allotted by Director / P.A. to Director

3.18 (ii) SUPERINTENDENTS (BUDGET)

- DUTIES** -(a) To supervise all bills related to financial dealings related to staff, stores, other contingencies;
- (b) Monitoring budget allotment and its utilization at Headquarters &RFSLs; and , (c) monitoring the maintenance of related records

3.19 ASSISTANT / JUNIOR ASSISTANT

- (a) Administrative powers – Nil
- (b) Financial powers – Nil
- (c) Others – Nil

DUTIES – They will work under the supervision of their Superintendents
Attends works allotted by P.A. to Director / Director

3.20 STENO-TYPIST

DUTIES – To deal with confidential matters handled by the Director / Additional
Director & other duties allotted by Director / Additional Director

3.21 LIBRARIAN

DUTIES – (a) Purchase of books / journals / periodicals for the library at
Headquarters & RFSLs ; (b) Maintenance & issue of books / journals
to staff

3.22 RECORD CLERK

DUTIES – Maintenance of records / case sheets as per existing rules

3.23 OFFICE ASSISTANT

DUTIES – Delivering of tapals to PAO / Treasury related works and assisting other
officials in carrying out other responsibilities assigned.

3.24 GARDENER

DUTIES – Maintains the garden in the campus of the Directorate

3.25 DRIVER

DUTIES – As assigned by Director / P.A. to Director / D.D.(Stores) and other
nominated officers

3.26 SWEEPER

DUTIES – They are responsible for house-keeping of respective Units / building /
wash rooms in and around the Unit / campus under the control of Deputy
Director Stores.

3.27 NIGHT WATCHMAN

DUTIES – To guard the laboratory wherein they are posted

3.28 PACKER

DUTIES – Packing of case materials after analysis and store articles as guided by the
scientific staff / Deputy Director

CHAPTER –4

PROCEDURE FOLLOWED IN DECISION MAKING PROCESS

(Section 4(1)(b)(iii) of RTI Act 2005)

The “decision making” as far as this Department is concerned, is related to finalizing and reporting the cases after examination / analysis / comparison.

- 4.1 The procedures for examination of various samples are followed in accordance to the procedures laid down in the respective procedure manuals.
- 4.2 The reception Unit of this Department receives the cases and forwards the case sheets along with the case items to the Division concerned. The Deputy Director of the concerned Division allots the case to the experts. The experts carry out the examination of the case items as per the procedure provided in the procedure manuals according to the sample / nature of examination. The Deputy Director supervises the analysis / examination and guides the scientists whenever required. Based on the results of analysis / examination, the Deputy Director and the experts finalise the reports. The criteria defining certain specialized category of “experts” such as Document Expert, Footprint Expert, Anthropology Expert has been made in accordance with the rules / principles as laid on the Proceedings of the Director, Forensic Sciences Department, Chennai. (Proc.No.A4 / 16333 / 99 dt.20.11.1999)
- 4.3
 - (a) The decision taken namely the “report” will be communicated to the sender (in ie. concerned courts / investigating agency etc.). Since the analysis report comes under the category of “Information which would impede the process of investigation or apprehension or prosecution of offenders” the contents of the report cannot be communicated to the public.
 - (b) However, arrangements have been made to communicate the following particulars to the public:- “Status” of the case item (r/w Chapter 6(1) of this Manual)
 - Not received at FSD / RFSL so far
 - If received, date of receipt of the items
 - Whether the items were taken up for analysis
 - If so, probable date of reporting
 - If analysis is over – the date of reporting
 - Whether the report and items were sent back to the sender. If so, the date on which the items and report were sent.

The information mentioned in para 4.3(b) may be obtained from the Public Information Officer at Forensic Sciences Department, Chennai-4 or from the Public Information Officers of the concerned Regional Forensic Science Laboratories as per procedure .

- 4.4 The technical decision making (reporting) is usually a collective process with the Deputy Director as the leader and the Scientists / Experts as “Co-signatories”
- 4.5 As far as the administrative matters are concerned, the Director, Forensic Sciences Department, Chennai-4 shall be the final authority in making decisions. And for all other technical matters, the Director, Forensic Sciences Department is the final authority.

CHAPTER -5

NORMS SET BY IT FOR THE DISCHARGE OF ITS FUNCTIONS

(Section 4(1)(b)(iv) of RTI Act 2005)

The standards set by the Department for

- (a) Scientific activities – As per the procedure manuals / guidance given by the Directorate of Forensic Sciences, New Delhi / Government of Tamil Nadu (Ch.6A)
- (b) Other activities – As per the rules / procedure issued by the Government in Books / manuals / codes (Ch.6B)

CHAPTER – 6

RULES, REGULATIONS, INSTRUCTIONS, MANUAL AND RECORDS FOR DISCHARGING FUNCTIONS *(Section 4(1) (b)(v) of RTI Act 2005)*

Name of the Document	Type of document	Brief write-up
A) Matters Related to administration		
1) Tamil Nadu Government Office Manual	Manual	Registers to be maintained & checked
2) Tamil Nadu Government Servants (Conditions of Service) Act, 2016	Manual	Regarding service matters
3) Fundamental Rules	Manual	Rules governing Govt. servants
4) Tamil Nadu Pension Rules	Manual	Rules regarding pension & pensionary benefits of the Tamil Nadu Govt. servants
5) Tamil Nadu Civil Services (Discipline & Appeal Rules)	Manual	Procedures for taking disciplinary action against erring Govt. servants
6) Tamil Nadu Government Servants Conduct Rules	Manual	Rules regarding conduct of Govt. servants
7) Tamil Nadu Financial Code	Manual	i) Loans & advances admissible to Govt. servants ii) Delegation of financial power
8) Tamil Nadu Travelling Allowance Rules	Manual	Procedure & rules for tour/travel made by the Govt. officials in their official capacity
9) Budget Manual	Manual	Preparation of budget procedure

Name of the Document	Type of document	Brief write-up
10) Treasury Code	Manual	Procedure for submission of bill/ maintenance of cash book / UDR
11) Constitution of India	Manual	Relevant sections related to duties of Govt. servants

Note:- All the above manuals are available with the Director, Stationery & Printing, Chennai

B) MATTERS RELATED TO TECHNICAL ASPECTS

- 1) Procedure Manual for Biology
- 2) Procedure Manual for Serology
- 3) Procedure Manual for DNA Profiling
- 4) Procedure Manual for Forensic Physics
- 5) Procedure Manual for Forensic Ballistics
- 6) Procedure Manual for Petroleum Products
- 7) Procedure Manual for Toxicology
- 8) Procedure Manual for Explosives
- 9) Procedure Manual for Chemistry
- 10) Procedure Manual for Narcotics & Psychotropic Substances

Note:- The above manuals are available with the "Directorate of Forensic Sciences New Delhi

CHAPTER -7

7.1 CATEGORIES OF INFORMATIONS / DOCUMENTS – PROCEDURE

(Section 4(1)(b)(vi) of RTI Act 2005)

The official document related to this Department is the analysis report. Subject to the provision of 8.1(h) of this act some “all the information in the report would impede the process of investigation or apprehension or prosecution of offenders” this Department can provide to “all citizens” the following details only:-

- a) The date of receipt of the items
- b) The status of the items –(ie. five status) (i) Not taken up for analysis ; (ii) under analysis ; (iii) under correspondence ; (iv) report ready ; (v) report despatched
- c) The date of return / dispatch of items / reports
- d) Whether the experts have deposed evidence in the concerned case / report & the court and date of evidence

7.2 PROCEDURE FOR OBTAINING INFORMATION

- a) The above information will be launched in websites of this Department as soon as the project of computerization (e-forensics) of this Department is ready.
- b) Until the launching of such information in the website or otherwise the information in 7.1 may be obtained by post or in person as per the procedure furnished in Chapter 18.2 of the manual.
- c) The requisition may be addressed to the Public Information Officers (model given in Chapter 18.2) after paying the prescribed fees of Rs.10/- **as per G.O.Tamil Nadu Right to Information (Fees) Rules 2005.**
- d) For obtaining information, from headquarters (ie. Forensic Sciences Department, Chennai-4) from cash or as Demand Draft ; and from Regional Forensic Science Laboratories Demand Draft only. The Demand Draft may be drawn in favour of “The Director, Forensic Sciences Department, Chennai-4”.

CHAPTER – 8

PARTICULARS OF ANY ARRANGEMENT THAT EXISTS FOR CONSULTATION WITH, OR REPRESENTATION ANY, THE MEMBERS OF THE PUBLIC IN RELATION TO THE FORMUALTION OF ITS POLICY OR IMPLEMENTATION THEREOF *(Section 4(1)(b)(vii)of RTI Act 2005)*

- Not applicable -

CHAPTER – 9

**A STATEMENT OF BOARDS, COUNCIL, COMMITTEES AND OTHER BODIES
CONSTITUTED AS ITS PART *(Section 4(1)(b)(viii) of RTI Act 2005)***

- Nil -

CHAPTER -10

DIRECTORY OF OFFICERS AND EMPLOYEE

(Section 4(1)(b)(ix) of RTI Act 2005)

The details of name, designation and office address are provided in the
Annexure – IV

CHAPTER -11

**THE MONTHLY REMUNERATION RECEIVED BY EACH OF ITS OFFICERS AND
EMPLOYEES, INCLUDING THE SYSTEM OF COMPENSATION**

AS PROVIDED IN REGULATIONS

(Section 4(1)(b)(x) of RTI Act 2005)

The details of pay scales of employees designation-wise are provided in the
Annexure – V

CHAPTER – 12

THE BUDGET ALLOCATED TO EACH AGENCY

(Section 4(1)(b)(xi) of RTI Act 2005)

2019-20

Sl.No. Head of account	Proposed Budget	Sanctioned Budget (Rupees in thousands)
1) 2055 00 Police 116 Forensic Science & Non-plan AA Forensic Science & Chemical Laboratory (Salary & Non-salary)	37,20,85	37,20,85
	<hr/> 37,20,85 <hr/>	<hr/> 37,20,85 <hr/>

CHAPTER -13

THE MANNER OF EXECUTION OF SUBSIDY PROGRAMMES

(Section 4(1)(b)(xii) of RTI Act 2005)

- Not applicable -

CHAPTER -14

**PARTICULARS OF RECIPIENTS OF CONCESSIONS, PERMITS OR
AUTHORIZATION GRANTED BY IT**

(Section 4(1)(b)(xiii) of RTI Act 2005)

The payment of fees for the items examined at Forensic Sciences Department is provided by the G.O. vide **Annexure – VI**

CHAPTER – 15

INFORMATION AVAILABLE IN AN ELECTRONIC FORM

(Section 4(1)(b)(xiv) of RTI Act 2005)

In the website of this Department ie. “ www.tn.gov.in/tamilforensic” the following information are available:

(a) Citizen Charter ; (b) Oldest Traceable Report ; (c) About FSD ; (d) History of FSD ; (e) Organizational Chart ; (f) Services rendered by FSD ; (g) Academic & training activities ; (h) Human Resources ; (i) Library facilities in FSD ; (j) Publications of FSD ; (k) Future plan ; (l) Press Releases ; (m) Information about Main Office and Regional Forensic Science Laboratories

The newly upgraded website of this Department with latest information is under Process.

CHAPTER -16

PARTICULARS OF THE FACILITIES AVAILABLE TO CITIZENS FOR OBTAINING INFORMATION

(Section 4(1)(b)(xv) of RTI Act 2005)

16.1

- (a) The information mentioned in Chapter 7(1) and Chapter 4.3(b) may be obtained from the Public Information Officers of the respective Regional Forensic Science Laboratories and the Public Information Officer of the Main Office.
- (b) The information regarding the pendency status will be made available in the notice boards of the Regional Forensic Science Laboratories.
- (c) As soon as the computerization project of the Department is over, the status report will be made available at the website.

16.2 The printed information hand book will be available at the Library of the Forensic Sciences Department, Chennai-4 and with all the Public Information Officers at Main Office at Chennai and at ten Regional Forensic Science Laboratories.

CHAPTER -17

THE NAMES, DESIGNATION AND OTHER PARTICULARS OF THE PUBLIC INFORMATION OFFICERS (Section 4(1)(b)(xvi) of RTI Act 2005)

S.NO	NAME & DESIGNATION	OFFICE ADDRESS	TELEPHONE NO MAIL ID
1	Tr.M.Srinivasan, Director i/c (Appellate Authority)	Forensic Sciences Department, 30-A Kamarajar Salai, Mylapore, Chennai- 4	044-28447767 fsddirector@gmail.com forensic@nic.in
	Tr.D.Panchatcharam, Deputy Director (Public Infn.Officer)	Forensic Sciences Department, 30-A Kamarajar Salai, Mylapore, Chennai- 4	044-28447771
	Tmt.J.Manjula Devi, Assistant Director (Asst.Public Infn.Officer)	Forensic Sciences Department, 30-A Kamarajar Salai, Mylapore, Chennai- 4	044-28447771
2	Tr.G.Muniarasan, Deputy Director (Public Infn.Officer)	Regional Forensic Science Laboratory , 218 Race Course Road, Coimbatore- 641 018	0422-2220695 adrflcbe@gmail.com
	Tmt.S.Uma Deputy Director (Asst.Public Infn.Officer)	Regional Forensic Science Laboratory , 218 Race Course Road, Coimbatore- 641 018	0422-2220695 adrflcbe@gmail.com
3	Tr.A.Kajamaytheen Assistant Director (Public Infn.Officer)	Regional Forensic Science Laboratory, Madurai Medical College Campus, Collectors Office Road, Madurai – 625 020	0452-2531966 adrflmdu@yahoo.co.in
	Tr.R.Velusamy Assistant Director (Asst.Public Infn.Officer)	Regional Forensic Science Laboratory, Madurai Medical College Campus, Collectors Office Road, Madurai – 625 020	0452-2531966 adrflmdu@yahoo.co.in

S.NO	NAME & DESIGNATION	OFFICE ADDRESS	TELEPHONE NO & MAIL ID
4	Tr.G.Munirasan Deputy Director (i/c) (Public Infn.Officer)	Regional Forensic Science Laboratory, Vallam Main Road, Pilliyarpatti, Thanjavur-613 403	04362-264776 adrfslnj@yahoo.com
	Tmt.S.Gayathiri Assistant Director (Asst.Public Infn.Officer)	Regional Forensic Science Laboratory, Vallm Main Road, Pilliyarpatti, Thanjavur. 613 403	04362-264776 adrfslnj@yahoo.com
5	Tmt.Vijayalatha Deputy Director (Public Infn.Officer)	Regional Forensic Science Laboratory , Court building back side, Tirunelveli - 672 011	0462-2572675 adrfsltvl@yahoo.com
	Tr.N.BalaMurugan Assistant Director (Asst.Public Infn.Officer)	Regional Forensic Science Laboratory , Court building back side, Tirunelveli - 672 011	0462-2572675 adrfsltvl@yahoo.com
6	Tr.D.Panchatcharam, Deputy Director i/c (Public Infn.Officer)	Regional Forensic Science Laboratory, Phase - III , Sathuvacheri Adjacent to Tamil Nadu Housing Board, Government Servant Rental Quarters, Sathuvacheri, Vellore – 9	0416-2253255 adrfsvlr@yahoo.com
	Tr.V.Baskar, Assistant Director, (Asst.Public Infn.Officer)	Reional Forensic Science Laboratory, Phase - III , Sathuvancheri Adjacent to Tamil Nadu Housing Board, Government Servant Rental Quarters, Sathuvacheri, Vellore – 9	0416-2253255 adrfsvlr@yahoo.com
7	Tr.D.V.Arul Raj Deputy Director (Public Infn.Officer)	Regional Forensic Science Laboratory , Avvai Nagar Ist street, Jagir amma Palayam, Salem.636 302	0427-2900457 ddrfsism@yahoo.com
	Tmt.R.Geetha Assistant Director (Asst.Public Infn.Officer)	Regional Forensic Science Laboratory , Avvai Nagar Ist street, Jagir amma Palayam, Salem.636 302	0427-2419044 ddrfsism@yahoo.com

S.No	NAME & DESIGNATION	OFFICE ADDRESS	TELEPHONE NO & MAIL ID
8	Tr.D.Shanmugam Deputy Director (Public Infn.Officer)	Regional Forensic Sciences Laboratory, 165/90,Thiruvika Nagar,Puthur,Behind GH,Trichy-620017	0431-2423977 rfsltrichy@gmail.com
	Tmt.C.Jaya Assistant Director (Asst.Public Infn.Officer)	Regional Forensic Sciences Laboratory, 165/90,Thiruvika Nagar,Puthur,Behind GH,Trichy-620017	0431-2423977 rfsltrichy@gmail.com
9	Tr.D.Shanmugam Deputy Director (Public Infn.Officer)	Regional Forensic Science Laboratory, Master Plan Complex, Behind Collectorate, Villupuram.605 602	04146-224680 rfslvillupuram@gmail.com
	Tmt.S.Rosemani Assistant Director (Asst.Public Infn.Officer)	Regional Forensic Science Laboratory, Master Plan Complex, Behind Collectorate, Villupuram.605 602	04146-224680 rfslvillupuram@gmail.com
10	Tmt.Vijayalatha Deputy Director (Public Infn.Officer)	Regional Forensic Science Laboratory , Near Coast Guard Office, Master Plan Complex, Sethupathy Nagar, Ramnanathapuram - 623 503	04567-230646 ddrfsIramnad@gmail.com
	Tmt.T.Vidhyarani Assistant Director (Asst.Public Infn.Officer)	Regional Forensic Science Laboratory , Near Coast Guard Office, Master Plan Complex, Sethupathy Nagar, Ramnanathapuram - 623 503	04567-230646 rfslvillupuram@gmail.com
11	Tr.V.Jeganathan Deputy Director (Public Infn.Officer)	Regional Forensic Sciences Laboratory, Old PDJ Court Building, Opposite to Revenue Divisional Office, Dharmapuri - 636 701	04342-263018 ddrfsldpi@gmail.com
	Tr.R.Manickam Assistant Director (Asst.Public Infn.Officer)	Regional Forensic Sciences Laboratory, Old PDJ Court Building, Opposite to Revenue Divisional Office, Dharmapuri . 636 701	04342-263018 ddrfsldpi@gmail.com

CHAPTER – 18

OTHER USEFUL INFORMATION

18.1 Frequently asked questions and their answers by the Public

(1) Is the “Forensic Science Department” a Unit of Police Department?

Even though this Department carries of examination on items referred by Police, Forensic Sciences Department is not a Wing / Unit of Police Department. It is under the administrative control of a Scientist – Director, who is under the control of Home Secretary. The staff of Forensic Sciences Department are civilians only and they are not uniformed police personnel.

(2) Can Public refer cases to Forensic Sciences Department?

Yes. According to G.O.Ms.No.996 Home (Pol.18) Department dt.08.09.2000 followed by its Government letter No.107701/Pol.18/2000-1 dt.03.11.2000 & letter No.93132 / Pol.18 / 2001-1 dt.29.01.2002, cases can be referred to FSD after paying the required fees. But accepting the cases is left to prerogative of the Director.

(3) Is there any services Forensic Sciences Department does directly to Public?

Yes – Paternity cases – DNA – Please refer Chapter 2.6 A(b)

(4) What is the qualification of the scientists available in this Department? How staff are recruited?

M.Sc Physics, Chemistry, Biology, Forensic Science etc.

The staff are recruited through Tamil Nadu Public Service Commission

(5) Is there any course available on Forensic Science?

The M.Sc (Forensic Science) Course conducted in this Department under affiliation to University of Madras is kept under abeyance at present.

(6) Can I visit the Forensic Sciences Department?

Students from the educational institutions can visit this Department under prior permission from the Director.

18.2 (b) Fee

The fees prescribed is Rs.10/- per the information sought

18.2 (c) How to write a precise information request – Few tips

In case the information is denied the matter can be brought to the notice of the Director, Forensic Sciences Department, Chennai-4 through

Phone; 044 – 2844 7771

Fax : 044 – 2844 7767

E-mail: fsddirector@gmail.com
forensic@nic.in

Post : The Director, Forensic Sciences Department, Chennai or in person

18.3 With relation to training imparted to public by Public Authority

- a) The training is generally imparted to the scientific staff of this Department / from other States / Judicial Officers / Police Officers / Prosecutors.
- b) At present, no training programme is available for public

ANNEXURE – I
ACTIVITIES OF VARIOUS DIVISIONS

S.NO	Name of the Division	Activities/Functions
01	Anthropology	Identification of skull, skeletal remains, estimation of age, sex and super-imposition etc.
02	Ballistics	Fire arm examination-cartridge bullet, ammunition, target material with gunshot wounds, establishment of link between firearm and projectile and target etc. contact traces matching of bullet and cartridge cases etc.
03	Biology	Identification of blood, semen, saliva, urine etc. identification of hair and comparison, identification of textile fibres and comparison, detection of diatom etc.
04	Chemistry	Detection of adulteration of petroleum products, soil for comparison, detection of spurious chemicals, detection of chemical substances in trap cases, detection of free acids/alkalis in vitriolage cases, trade mark violation cases, detection of inflammable residues in Fire and Arson cases and any unknown substance to find out its nature, medicinal products, etc.
05	Computer Forensics	Retrieval and acquisition of data/information from digital evidences, memory devices,etc., (Mobile Phone, Hard Disk, SIM Cards, Memory Cards, Flash cards, CD,DVD, etc.,)

06	Documents	Opinion offered on fraudulent signature, simulated hand- writing, typed matter, erasure etc
07	DNA Typing & Dedicated DNA Unit	DNA typing in disputed paternity, maternity cases, identification of skeletal remains, tissue, burnt bones, any biological material with nucleated cells. DNA typing in cases related to POCSO ACT under NIRBHAYA Scheme
08	Excise	Examination of alcoholic beverages as per the Indian Standard Specifications and other related alcoholic product as per Excise Rules
09	Explosives	Establishing the nature of Explosive material by chemical examination and to find out the type of Improvised Explosive Devices.
10	Narcotics	Detection of drugs/substances covered under Narcotics and Psychotropic Substances Act
11	Photo	Photography of exhibits, documents, analytical findings, crime scenes etc
12	Physics & Digital Audio Video Forensic Unit	Detection and identification of glass, paint, electrical energy meter tampering, comparison of tool marks etching, surface and sunken foot impressions, footwear comparison, erased identi- fication number on vehicles, fire arms, camera etc. counterfeit notes, coins, tyres etc. spurious gold ornaments. Establishing the authenticity of the audio recordings. Enhancement of digital audio recordings Forensic Speaker identification

		Enhancement of digital video recording & image Establishing the authenticity of the video recordings
13	Prohibition	Analysis of Illicit liquor, fermented wash, toddy, rectified spirit, etc.,
14	Serology	Establishing the origin (species identification) and grouping of blood, semen and saliva and other body fluids
15	Toxicology	Detection of type of poison from visceral organs and estimation of alcohol from postmortem samples. Analysis of Food Samples to rule out the presence of poisons pertaining to VVIP during their visit and stay.

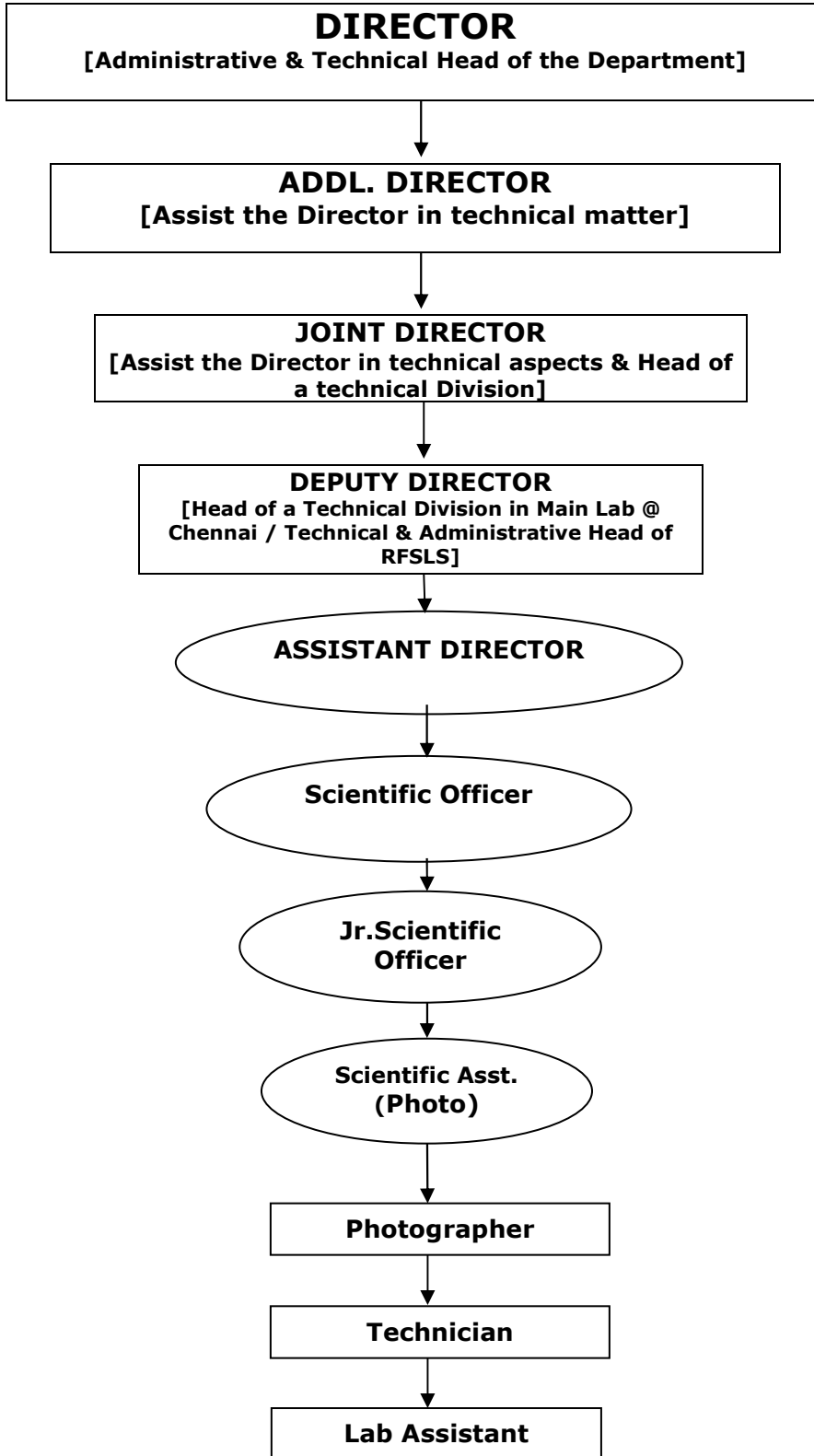
Mobile Forensic Science Laboratory (MFSL)

Field Criminalistics and to guide the Investigation Officer in collection, preservation and forwarding the sample to the Laboratory without damaging the integrity from the Scene of Occurrence.

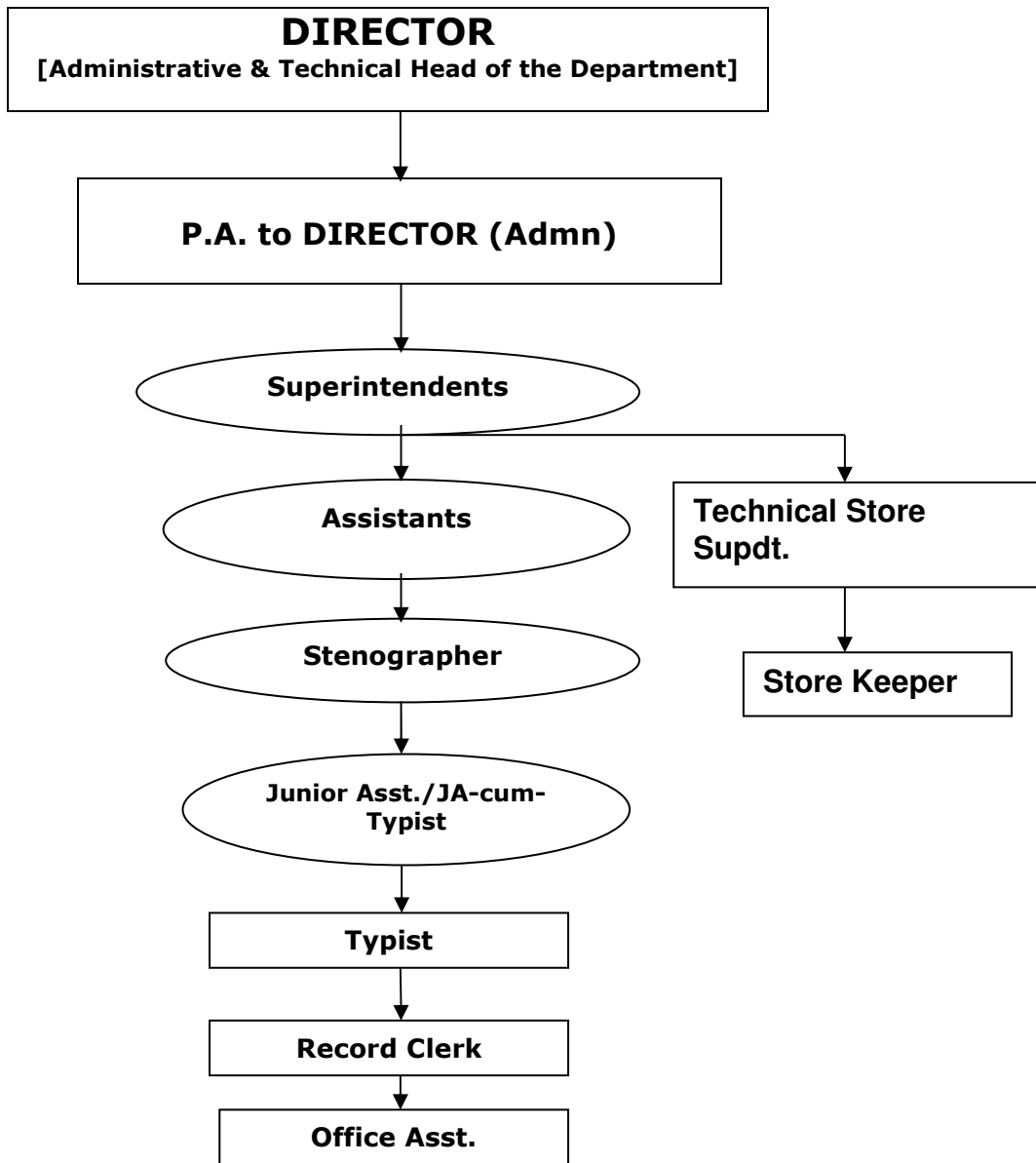
ANNEXURE - II

[For Chapter- 2] (Organisational Structure & Addresses of the Main Office
& other offices at District level

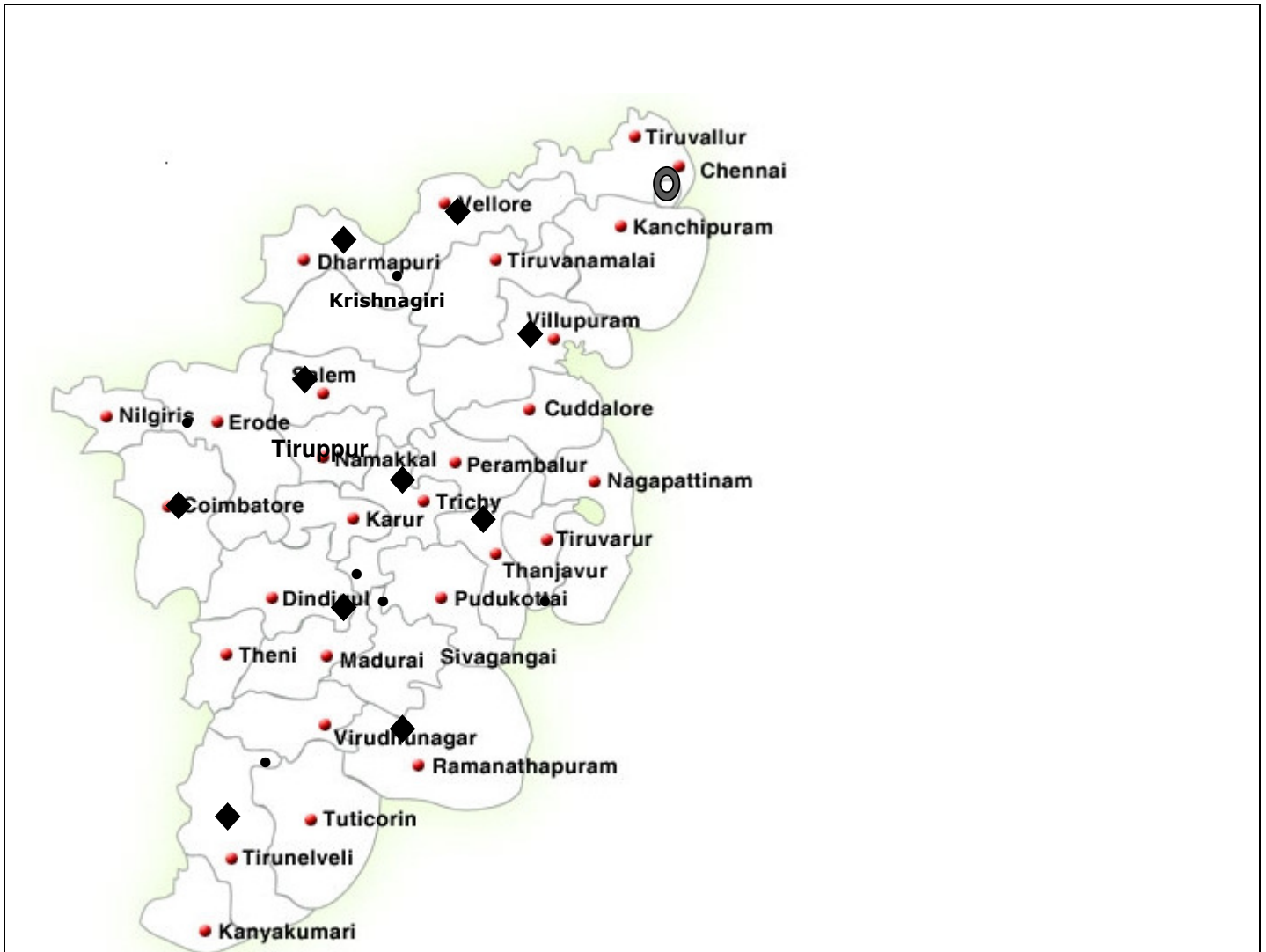
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FORENSIC SCIENCES DEPARTMENT LOCATION OF MAIN/ REGIONAL/MOBILE FORENSIC LABORATORIES



- - Main Laboratory in Chennai (30 A Kamarajar Salai, Forensic House, Forensic Sciences Department, Mylapore, Chennai -4
- ◆ - 10 Regional Forensic Science laboratories located at Coimbatore, Madurai, Ramanathapuram, Salem, Thanjavur, Trichy, Tirunelveli, Vellore, Villupuram, Dharmapuri
- - 34 Mobile Forensic Science laboratories functioning at various respective District Police office, District Head Quarters

S.No	Address & Mail ID of the RFSL
1.	Regional Forensic Sciences Laboratory, 219, Race Course Road, Coimbatore- 641018 adrflscbe@gmail.com
2.	Regional Forensic Sciences Laboratory, Collector Office Road, Madurai Medical College Campus, Madurai. 625020 adrflmdu@yahoo.co.in
3.	Regional Forensic Sciences Laboratory, Vallam Main Road, Pillayarpathi, Thanjavur – 613403 adrfltnj@yahoo.com
4.	Regional Forensic Sciences Laboratory, Court Building (Back Side), Tirunelveli - 672011 adrfltlv@yahoo.com
5.	Regional Forensic Science Laboratory , Avvai Nagar Ist street, Jagir amma Palayam, Salem.636 302 ddrflslm@yahoo.com
6.	Regional Forensic Sciences Laboratory, Phase - Iii, Sathuvacheri, adjacent TamilNadu Housing Board, Govt. Servant Rental Quarters Sathuvacheri , Vellore - 9 adrflslvr@yahoo.com
7.	Regional Forensic Sciences Laboratory, Master Plan Complex, behind Collectorate Office, Villupuram - 605 602. rflsvillupuram@gmail.com
8.	Regional Forensic Sciences Laboratory, 165/90,ThiruvikaNagar,Puthur,Behind GH,Trichy - 620 017 rflstrichy@gmail.com
9.	Regional Forensic Sciences Laboratory, Near Coast Guard Officer, Master Plan complex, Sethupathi Nagar, Ramanathapuram - 623 503 ddrflslramnad@gmail.com
10	Regional Forensic Sciences Laboratory, Old PDJ Court Building, Opposite to Revenue Divisional Office, Dharmapuri - 636 701 ddrflspi@gmail.com

ANNEXURE – III

The various units in the Main/ Regional Forensic Science Laboratories and Mobile Forensic Laboratories attached to them.

Main Laboratory	Main / Regional Forensic Science Laboratories	Mobile Forensic Science Laboratories
Anthropology Ballistics Biology Chemistry Computer Forensics DNA Dedicated DNA Document Excise Explosives Instruments Narcotics Physics & Digital Audio Video Forensic Unit Photo Prohibition Serology Toxicology Supporting Units Stores Reception Library Administration	Chennai (Main Lab.)	Chennai Unit I & II Kancheepuram Tiruvallur

Regional Forensic Science laboratories and there corresponding mobile Forensic Science laboratories.

S.No	Address of the RFSL	Available Divisions	MFSL attached to RFSL (District wise)
1.	Regional Forensic Sciences Laboratory, 219, Race Course Road, Coimbatore- 641018	Prohibition Toxicology Excise Biology Narcotics Serology Computer Forensic	Coimbatore City Coimbatore Dist. Nilgiris Erode Tiruppur
2.	Regional Forensic Sciences Laboratory, Collector Office Road, Madurai Medical College Campus, Madurai. 625 020	Prohibition Toxicology Document Biology Narcotics Serology DNA	Madurai City Madurai Dist Theni Dindigul
3.	Regional Forensic Sciences Laboratory, Vallam Main Road, Pillayarpathi, Thanjavur – 613403	Prohibition Toxicology Biology Narcotics	Thanjavur Nagapattinam Thiruvarur
4.	Regional Forensic Sciences Laboratory, Court Building (Back Side), Tirunelveli - 672011	Prohibition Toxicology Biology Narcotics	Tirunelveli City Tirunelveli Dist Thoothukudi Kanyakumari
5.	Regional Forensic Science Laboratory, Avvai Nagar 1st street, Jagir amma Palayam, Salem.636 302	Prohibition Toxicology Biology Narcotics	Salem Dist Namakal
6.	Regional Forensic Sciences Laboratory, Phase - III, Sathuvacheri, adjacent TamilNadu Housing Board, Govt. Servant Rental Quarters Sathuvacheri , Vellore - 9	Prohibition Toxicology Biology Narcotics	Vellore Thiruvannamalai
7.	Regional Forensic Sciences Laboratory, Master Plan Complex, behind Collectorate, Villupuram - 605 602.	Prohibition Toxicology Biology Narcotics	Villupuram Cuddalore
8.	Regional Forensic Sciences Laboratory, Govt. Multi Department, 1st Floor, Khajamalai, Tiruchirappalli - 620 020	Prohibition Toxicology Biology Narcotics Serology	Trichy Dist Perambur Pudukottai Karur
9.	Regional Forensic Sciences Laboratory, Near Coast Guard Office, Master Plan complex, Sethupathi Nagar, Ramanathapuram - 623 503	Prohibition Toxicology Biology Narcotics	Ramanathapuram Sivagangai Virudhunagar
10	Regional Forensic Sciences Laboratory, Old PDJ Court Building, Opposite to Revenue Divisional Office, Dharmapuri - 636 701	Prohibition Toxicology Biology Narcotics	Dharmapuri Krishnagiri

ANNEXURE - IV (AS ON 30.05.2020)

NAMES OF STAFF WORKING IN THE FORENSIC SCIENCES DEPARTMENT / REGIONAL FORENSIC SCIENCE LABORATORIES

S.NO	Name of the Division & RFSL	Name of the Staff	Designation
	Main Lab., Chennai		
1.	ANTHROPOLOGY	Dr.(Tmt). C.Pusparani	Assistant Director
		Tr. M.Manimaran	Scientific Officer
		Tr.P.Gokulamaran	Technician
		Tr.R.Damodaran	Lab Assistant
2.	BALLISTICS	Dr.G.Thirunavukkarasu	Deputy Director
		Tmt.Srividhya Srinivasan	Assistant Director
		Tr.Sindha Sahul Hameed	Scientific Officer
		Tmt.Dhilipamani	Jr.Scientific Officer
		Tr. Raja	Technician
		Tr. Kathick Prabhu	Lab Assistant
3.	BIOLOGY	Dr.V.Shiva Priya	Deputy Director
		Tmt.C.Bhavani	Assistant Director
		Tr. Dharani	Scientific Officer
		Tr.Raghu	Technician
		Tr.Stephan Raj	Lab Assistant
4.	CHEMISTRY	Tmt. M.S.Vasantha Sundhari	Deputy Director
		Tr.S.Muthu	Assistant Director
		Tmt. G.Jayanthi	Scientific Officer
		Tr.Babu Shankar	Lab Assistant
		Tmt.N.P. Parameswari	Technician
		Selvi.Nancy	Lab Assistant
5	COMPUTER FORENSICS	Tmt.A.Visalakshi	Deputy Director
		Tr.K.Manivannan	Assistant Director.
		Tr.S.Hemalatha	Scientific Officer
		Dr.(Tmt) S.Anitha	Scientific Officer
		Tr.V.Ramanan	Jr. Scientific Officer
		Selvi.P.Karpagam	Lab Assistant
		Selvi.N.Nandhini	Lab Assistant
6.	DOCUMENT	Tr.D.Panchatcharam	Deputy Director
		Tmt.S.Jeyanthi	Assistant Director
		Tr.K.Gnanasammanthan	Assistant Director
		Tr.E.D.ThamaraiSelvan	Scientific Officer
		Tmt.R.Subha	Scientific Officer
		Tr.K.Silambarasan	Jr.Scientific Officer
		Tr.M.Sakthivel	Jr.Scientific Officer
		Tmt.J.Sujatha	Technician
		Tr.Vimalanathan	Lab Assistant
		7.	DNA TYPING & DEDICATED DNA DIVISION (POCSO)
Dr. D.Thilaga	Assistant Director		
Tmt.Sujatha Priyadharshini	Scientific Officer		
Dr.(Tmt) M.Usha Rani	Scientific Officer		
Tmt.Yuvarani	Scientific Officer		
Tr.A.Jeevanathan	Jr.Scientific Officer		
Dr.(Tr)U.MahalingaRaja	Jr.Scientific Officer		
Tmt. Jeyalakshmi	Technician		
Tr.N.Elangovan	Technician		
Tr. P.Vinoth Kumar	Lab Assistant		

		Tr.K.Jawahar	Lab Assistant
		Ms.G.Uma	Lab Assistant
8.	EXCISE	Tmt.B.Maria Selvi Rosaline	Deputy Director
		Tmt.L.C.Amudha	Assistant Director
		Tmt. P.Manjari	Scientific Officer
		Tr. K.Devarajan	Scientific Officer
		Tmt.P.Lebanon Jasmine	Scientific Officer
		Tmt. J.Joslein Sumitha	Scientific Officer
		Tr.T.SenthilKumar	Jr.Scientific Officer
		Tr.P.Seenithurai	Jr.Scientific Officer
		Selvi.M.Sugandhi	Jr.Scientific Officer
		Tr.N.Thirumalai	Jr.Scientific Officer
		Tr. M.Vengatesh	Jr.Scientific Officer
		Tmt.R.Manjula Devi	Technician
		Tmt.M.A.Nadhira Yasmine	Lab Assistant
		Tmt.A.Azhagammal	Lab Assistant
		Selvi.S.Kavitha	Lab Assistant
		Tmt.K.Harisudha	Lab Assistant
		Tmt.J.Sarojini	Lab Assistant
Tr.K.Arvindkumar	Lab Assistant		
9.	EXPLOSIVES	Tmt.J.Manjula Devi	Assistant Director
		Tmt.R.Kamala	Scientific Officer
		Tr.A.Ravi	Technician
		Tmt.G.Prameela	Lab Assistant
10.	INSTRUMENTS	Selvi.M.J.NaveenaArulmozhi	Jr. Scientific Officer
		Tmt.T.D.Prabhavathy	Lab Assistant
11.	NARCOTICS	Tmt.D.Vijayalakshmi	Assistant Director
		Selvi.D.Lavanya	Lab Assistant
12.	PROHIBITION	Tr.S. Rajaram	Assistant Director.
		Dr. (Tr) K.Palanisamy	Scientific Officer
		Tr.C.Rajendran	Lab Technician
		Tr.C.Babu	Lab Assistant
13.	PHOTO	Tr.M.Srinivasan	Joint Director
			Scientific Officer
		Tr.A.Shanmuga Sundaram	(Photo)
		Tmt.P.M. Uma Maheswari	Photographer
		Tmt. D.Vidhyalatha	Photographer
14.	PHYSICS	Tr.M.Srinivasan	Technician
		Tmt.M.Hemalatha	Deputy Director
		Tr.S.Vijay	Assistant Director
		Tmt.Nalini Natarajan	Assistant Director
		Tmt.V.Uma	Scientific Officer
		Tr.A.Lakshmi Narayanan	Scientific Officer
		Tmt.P.Deepa	Scientific Officer
		Tmt.T.Mala	Jr. Scientific Officer
		Tr.J.Sridharan	Technician
		Tr.R.Sivaji	Technician
15.	SEROLOGY	Tr. K.Selvam	Office Assistant
		Dr.(Tmt)JeyanthiSaktheeswaran	Assistant Director
		Tmt.K.Vijayalakshmi	Scientific Officer
		Tmt.SmirthiBanarji	Scientific Officer
		Tmt.J.Jeyanthi	Technician
16.	TOXICOLOGY	Tr.K.Balasubramanian	Lab Assistant
		Tr.N.Suresh	Assistant Director
		Tr.S.Anwar Siddiq	Scientific Officer

		Tmt.P.KrishnaThangasudar	Scientific Officer
		Tmt.Poorvisha ravi	Scientific Officer
		Tr.M.Jameel Ahamed	Jr.Scientific Officer
		Tr.M.Ganeshan	Jr.Scientific Officer
		Tmt.Lalitha	Technician
		Tr.P.Suresh	Lab Assistant
		Tr.P.Daniel	Lab Assistant
		Tr.T.Prabhakaran	Lab Assistant
		Tr.R.RajaDurai	Lab Assistant
17.	ADMIN	Tr.S.Venkatasubramanian	Superintendent
		Tr.K.Mohan	Superintendent
		Tmt.R.Bakiyam	Superintendent
		Tr.J.Jeyakumar	Assistant
		Tr.D.S.Kumaravel	Assistant
		Tr.K.Thineshkumar	Assistant
		Tmt.M.Chitharai pavai	Assistant
		Tmt.P.Pradeepa	Assistant
		Tmt.J.Sumathi	Assistant
		Tmt.S.Shanthi	Assistant
		Tr.M.Suresh	Jr. Assistant
		Selvan.P.Venkatesan	Jr. Assistant
		Selvan.A.Silamparasan	Jr. Assistant
		Tmt. S.Revathi	Steno -Typist
		Tmt.P.Roobi Prema	Steno -Typist
		Tmt.M.Lakshmi	Steno-Typist
		Tr.K.Balu	Typist
		Tmt.M.Sumathi	Typist
		Tmt.K.Mallika	Typist
		Tmt.M.G.Devika	Typist
		Tmt.A.Kalpana	Typist
		Tr.G.Ashok kumar	Typist
		Tmt.M.Subbu Lakshmi	Typist
		Tmt.A.Kalaivani	Typist
		Tr.A.Anandhavijayan	Typist
		Tr.M.Saravanan	Typist
		Tr.T.Selvaraj	Typist
		Tmt.N.Dhanalakshmi	Typist
		Tmt.Prema Shanthi	Telephone operator
		Tr.C.Madhavan	Record Clerk
		Tmt.A.Jaya	Office Assistant
		Tr.N.Kothanda raman	Office Assistant
		Tr.M.Gopala Krishnan	Office Assistant
		Tr.A.Babu	Office Assistant
		Tmt.V.Yasotha	Office Assistant
		Tmt.R.Malarvizhi	Office Assistant
		Tmt.M.Bharvatham	Office Assistant
		Tr.Loorthu Samy	Office Assistant
		Tr.Selvam	Office Assistant
18.	STORES	Tr.L.Thirumalai	Superintendent
		Tmt. T.Shanthi	Superintendent Technical
		Tr.K.Selvaraj	Assistant
		Tr.R.Jeyanthi	Assistant
		Tr.A.M.Ramachandran	Assistant
		Tr.K.Murugan	Assistant
		Tr.P.Paulraj	Store. Superintendent
		Tr.C.Loganathan	Technical Asst. AC

		Tr.P.Selvam	Technical Asst. (gas)
		Tr.P.Srinivasan	Jr. Assistant
		Tr.N.Muhamed Salman	Jr. Assistant
		Tr.A.P.Prasath	Driver
		Tr.D.Satheesh	Driver
		Tr.P.Manikandan	Typist
		Tr.P.Vachiravelu	Technician
		Tmt.M.Priya	Lab Assistant
		Tr.R.Balakrishnan	Office Assistant
		Tr.M.Nagendran	Sweeper
		Tr.S.Prabudhas	Sweeper
		Tmt.N.Ankamma	Sweeper
		Tmt.R.Kumari	Sweeper
		Tr.R.Arikrishnan	Sweeper
		Tmt.C.Karpagan	Sweeper
		Tr.S.Shanmugam	Sweeper
		Tr.K.Jothibabu	Sweeper
19.	LIBRARY	Dr.Tr.J.John Jayasekar	Librarian
		Tr.Bharathi	Lab Assistant
		P.Manjula	Office Assistant
20.	RECEPTION	Tr.Mohan	Scientific Officer
		Tmt.Rejitha	Jr. Scientific Officer
		Tr.Ravi	Lab Assistant
		Tmt.PrincilinTheras	Lab Assistant
21	MFSL/CHENNAI CITY I	Tmt.Sophia Joesph	Assistant Director
22.	MFSL/CHENNAI CITY II	Dr.(Tmt) Rajashree Raghunath	Assistant Director
23.	MFSL/Kancheepuram	Tr.R.Senthilkumaran	Assistant Director
24.	MFSL/Thiruvallur	Dr.K.Nalina	Assistant Director
25.	RFSL/COIMBATORE/ MFSL	Tr.G.Muniarasan	Deputy Director
		Tmt.S.Uma	Deputy Director
		Tmt.L.Sangeetha - MFSL	Assistant Director
		Tr.S.Rajamohan - MFSL	Assistant Director
		Tr.D.Velmurugan - MFSL	Assistant Director
		Tmt.P.Thangam Bhavani - MFSL	Assistant Director
		Tr.R.Ramesh - MFSL	Assistant Director
		Tr.K.Venketeswaran	Scientific Officer
		Tr.V.Sivasubramaniyam	Scientific Officer
		Tmt.G.Arulnayaki	Scientific Officer
		Tr.S.Sridharan	Scientific Officer
		Tmt.A.C.Arthi	Scientific Officer
		Tmt.Thanuja Bhanu	Jr. Scientific Officer
		Tr.N.Balan	Jr. Scientific Officer
		Tr.K.Sathish Kumar	Jr. Scientific Officer
		Tmt.M.Keerthiga	Jr. Scientific Officer
		Tr.T.Raghuvaran	Jr. Assistant
		Tr.S.Kulanthaivel	Typist
		Tr.V.Senthil Nathan	Typist
		Tr.V.Loganathan	Technician
		Tmt.D.Jeyanthi	Technician
		Tmt.P.Sakuntala	Lab Assistant
		Tr.M.Hariharan	Lab Assistant
		Tmt.G.Senthamarai Selvi	Lab Assistant
		Tmt.P.Maheswari	Lab Assistant
		Selvi.S.Sujithra	Lab Assistant
		Tr.S.P.Srinivasan	Lab Assistant

		Tr.K.Sugumaran	Office Assistant
		Tmt.V.Anusiya Mary	Sweeper
26.	RFSL/MADURAI/MFSL	Tr.A.Khajamydeen	Assistant Director
		Tr.A.Perumal - MFSL	Assistant Director
		Tr.R.Rajesh - MFSL	Assistant Director
		Tr.R.Velusamy	Assistant Director
		Tmt.Nirmala Bai	Assistant Director
		Tr.M.Shankarkumar - MFSL	Scientific Officer
		Tr.P.Vijayendran	Scientific Officer
		Tr.P.Selvaganesh	Scientific Officer
		Tr.SU.Katheeravan	Scientific Officer
		Tr.V.Navaneethakrishnan	Scientific Officer
		Tr.C.Meganathan	Scientific Officer
		Tr.G.Ganesan	Jr. Scientific Officer
		Tr.S.Ramachitra	Jr. Scientific Officer
		Selvi.H.Dhanya	Jr. Scientific Officer
		Selvi.B.Subhalakshmi	Jr. Scientific Officer
		Tr.Sivasankaran	Jr. Scientific Officer
		Tr.A.AmalRaj	Junior Assistant
		Tr.G.Jeyapraksh	Gr.I Typist
		Tmt.A.Mumtaz Begum	Typist
		Tmt.A.Alamelu	Technician
		Selvi.I.Solaiammal	Technician
		Tmt.S.Rani	Lab Assistant
		Tr.B.Umashankar	Lab Assistant
		Tmt.N.Saratha	Lab Assistant
		Tmt.S.Saithabegum	Lab Assistant
		Tmt.R.Selvi	Lab Assistant
		Tr.V.Girishkumar	Lab Assistant
		Selvi.M.Devika	Lab Assistant
		Tr.K.R.Bharath	Lab Assistant
		Tr.C.Manoharan	Record Clerk
		Tr.R.Nandakumar	Office Assistant
		Tr.A.John Selvaraj	Driver
Tmt.R.Jeyalakshmi	Sweeper		
27.	RFSL/VILLUPURAM/ MFSL	Tr.D.Shanmugam	Deputy Director
		Tmt.K.Thara - MFSL	Assistant Director
		Tmt.D.F.Shiba - MFSL	Assistant Director
		Tmt.S.Rosemani	Assistant Director
		Tr.R.Rajiv	Scientific Officer
		Dr.Tmt.J.Sharmila	Scientific Officer
		Tr.Suresh	Jr. Scientific Officer
		Tr.J.Vijayakumar	Assistant
		Tr.R.Sundarrajan	Jr. Assistant
		Tr.K.Venkatesan	Technician
		Tr.H.Palanivelu	Lab Assistant
		Tmt.Gowri Manohari	Lab Assistant
		Tr.B.Mallikarjuna	Office Assistant
		Tmt.S.Kamatchi	Sweeper
28.	RFSL/VELLORE/MFSL	Tr.S.James Anthoni Raj - MFSL	Assistant Director
		Tr.V.Basker	Assistant Director
		Tmt.T.D.Sujatha - MFSL	Assistant Director
		Tr.K.Srinivasn	Scientific Officer
		Tr.U.Chokkanathan	Scientific Officer
		Tr.P.Xavier Nithyaanandan	Jr. Scientific Officer
Tmt.J.Jaya	Assistant		

		Tmt.N.Amutha	Typist
		Tr.Babu	Lab Assistant
		Tr.P.Vijayakumar	Lab Assistant
		Tr.A.Ganthi	Lab Assistant
		Tr.M.Thiruganam	Lab Assistant
		Selvi.S.Shanthi	Lab Assistant
		Tmt.J.Jeyanthi	Lab Assistant
		Tmt.N.Jothi	Office Assistant
		Tr.S.Thavamani	Sweeper
29.	RFSL/TIRUCHY/MFSL	Tr.V.Arunagiri - MFSL	Assistant Director
		Tr.C.Jaya - MFSL	Assistant Director
		Tr.S.Prakash - MFSL	Assistant Director
		Tr.S.S.Rajendran - MFSL	Assistant Director
		Dr.Tmt.K.S.Shivasangari	Scientific Officer
		Tr.R.Kumaravel	Scientific Officer
		Tmt.A.Kalaivani	Scientific Officer
		Tr.S.Selvaraj	Jr.Scientific Officer
		Tmt.S.Indumathi	Assistant
		Tr.P.Manimuthuraja	Jr.Assistant
		Tr.N.Babu	Jr.Assistant
		Tr.P.Murali Krishnan	Technician
		Selvi.R.Nanthini	Lab Assistant
		Tr.S.Yogeswaran	Lab Assistant
		Tmt.R.Rogaiya parveen	Lab Assistant
		Selvi.D.Gokila	Lab Assistant
		Tr.P.Sakthivel	Lab Assistant
		Tr.V.Rajendran	Packer
		Trm.M.Sivaperumal	Office Assistant
30.	RFSL/TIRUNELVELI/MFSL	Tmt.L.Vijayalatha	Deputy Director
		Tr.N.Balamurugan	Assistant Director
		Tr.M.Jeevanandham - MFSL	Assistant Director
		Tmt.K.Kalalakshmi - MFSL	Assistant Director
		Tmt.R.Ananthi - MFSL	Assistant Director
		Tr.K.Gurusamy	Scientific Officer
		Tr.S.Velmurugan	Scientific Officer
		Tmt.V.Krishnaveni	Scientific Officer
		Tmt.T.Muthulakshmi	Junior Scientific Officer
		Tmt.A.Chithradevi	Assistant
		Tmt.P.Saritha	Typist
		Tmt.C.Nancy Flora	Typist
		Tmt.N.Manjula Devi	Technician
		Tr.N.Anilkumar	Lab Assistant
		Tr.S.Maheswaran	Lab Assistant
		Tr.R.Henry	Lab Assistant
		Selvi.C.Subha	Lab Assistant
		Tmt.B.Kaviya	Lab Assistant
		Tr.M.Ananthakumar	Office Assistant
		Tr.M.Selvaraj	Packer
31.	RFSL/THANJAVUR/MFSL	Tr.D.Ramachandran - MFSL	Assistant Director
		Tmt.S.Kayathiri	Assistant Director
		Tr.M.Thangadurai - MFSL	Assistant Director
		Dr.D.Sivakumar	Scientific Officer
		Tmt.P.Meenatchi	Junior Scientific Officer
		Tr.D.Thirumurugan	Junior Scientific Officer
		Tmt.T.Saraswathy	Assistant
		Tmt.S.Dhanalakshmi	Jr.Assistant
		Tmt.K.Vetriselvi	Typist

		Tr.G.Manikandan	Technician
		Tr.R.Venkaiyan	Lab Assistant
		Tr.V.Premarani	Lab Assistant
		Tr.G.Venkatesakumaran	Lab Assistant
		Tr.R.Rameshraj	Lab Assistant
		Tmt.B.Geetha	Office Assistant
		Tmt.S.Vijayakumari	Sweeper
32.	RFSL/SALEM/MFSL	Tr.D.V.ArulRaj	Deputy Director
		Tmt.R.Geetha	Assistant Director
		Tr.M.Senthil Kumar - MFSL	Assistant Director
		Tr.P.Vadivel - MFSL	Assistant Director
		Tr.P.Palanivel	Scientific Officer
		Tr.P.Nagarajan	Scientific Officer
		Tmt.P.Parimala	Technician
		Tr.K.Nallathambi	Lab Assistant
		Selvi.G.Sharmila	Lab Assistant
		Tr.T.Shanthi	Typist
		Tr.P.Pitchamuthu	Office Assistant
		Tr.C.Matheswari	Sweeper
33.	RFSL/DHARMAPURI/MFSL	Tr.V.Jaganathan	Deputy Director
		Tr.R.Manikam	Assistant Director
		Tr.P.Vijayakumar -MFSL	Assistant Director
		Tr.D.ParthaSarathy - MFSL	Assistant Director
		Tr.B.PremGanesh	Scientific Officer
		Tr.V.Thailappan	Scientific Officer
		Tr.A.Sethuraman	Jr. Scientific Officer
		Tr.A.Ravi	Technician
		Tr.R.ChandraSekaran	Assistant
		Tr.K.Sasikumar	Jr. Assistant
		Tr.V.Balaji	Typist
		Tr.V.Venkatesan	Lab Assistant
		Tr.C.Govindhan	Lab Assistant
		Tr.P.ParamaGuru	Office Assistant
34.	RFSL/RAMANATHA PURAM/MFSL	Tmt. T. VidhyaRani	Assistant Director
		Tr.M.Vairamuthu - MFSL	Assistant Director
		Tmt.S.Minitha - MFSL	Assistant Director
		Tr.S.N.SivaDurai - MFSL	Assistant Director
		Tr.A.Murugesan	Scientific Officer
		Tr.S.Govindha Raj	Scientific Officer
		Tr.K.A.Ramesh	Scientific Officer
		Tm.P.Arthi Devi	Jr. Scientific Officer
		Tmt. V. Janaki	Technician
		Tr.G.Senthilkumar	Lab Assistant
		Tmt.G.KalaiSelvi	Lab Assistant
		Tmt.M.Niranjana Devi	Lab Assistant
		Tr.A.Said Ali Ibrahim	Lab Assistant
		Tmt.S. Thean mozhi	Assistant
		Tr.R.Karunanithi	Junior Assistant
		Tr.K.PaulRaj	Office Assistant
		Tr.C.Sakthi	Sweeper

ANNEXURE – V**Pay Scale of Employees (Designation wise)**

S.No	Name of the post	Scale of pay Grade pay
1.	Director	125200-219800
2.	Additional Director	123100-215900
3.	Joint Director	61900-196700
4.	Deputy Director	59300-187700
5.	Assistant Director	56100-177500
6.	Scientific Officer	37700-119500
7.	Junior Scientific officer	36900-116600
8.	Scientific Asst. (Photo)	36900-116600
9.	Photographer	35400-112400
10.	Technical Superintendent	35600-112800
11.	Storekeeper	20600-65500
12.	Technical Assistant	20600-65500
13.	Technician	20000-63600
14.	Lab Assistant	19500-62000
15.	P.A to Director	56100-177500
16.	Superintendent	36900-116600
17.	Assistant	20600-65500
18.	Junior Assistant Junior Asst com Typist	19500-62000
19.	Typist	19500-62000
20.	Telephone operator	19500-62000
21.	Driver Driver cut Sourcing	19500-62000
22.	Stenographer Gr.III	35400-112400
23.	Stenographer Gr.III	20600-65500
24.	Librarian	19500-62000
25.	Record clerk	15900-50400
26.	Office Assistant	15700-50000
27.	Gardener	15700-50000
28.	Sweeper	15700-50000
29.	Packer	15700-50000
30.	Night watchman	15700-5000

ANNEXURE – VI

FEE FOR ANALYSIS AT FORENSIC SCIENCES DEPARTMENT, TAMILNADU

G.O.(MS.)No.1417

Dated: 05.09.2018

The offices/Agencies , which have been classified for the fee regulation are detailed below :

S.No	Classification		Name of the Agencies
1.	Class -A	(i)	Tamil Nadu Police Department
		(ii)	Tamil Nadu Prohibition and Excise Department
		(iii)	Tamil Nadu Vigilance and Anti- Corruption Department
		(iv)	Government Medical and Veterinary Institutions of Tamil Nadu
		(v)	Government Hospitals of Tamil Nadu
		(vi)	Criminal Courts in the State of Tamil Nadu
		(vii)	High Court of Madras
2.	Class -B	(i)	Departments of Government of Tamil Nadu other than specified in Class-A
		(ii)	Local Bodies/Universities under Government of Tamil Nadu
		(iii)	Family Courts in Tamil Nadu
		(iv)	Licencees approved by the Commissioner of Prohibition and Excise Department, Chennai
3.	Class - C	(i)	Courts and Departments of other State Governments and their local bodies
		(ii)	Universities and Courts in Tamil Nadu where the Government of Tamil Nadu is not a party
4.	Class -D	(i)	Public sector Undertakings, Boards, Commissions, Tribunals, Councils of any state/Union territory/Central Government
		(ii)	Departments of Union Territory/Central Government
5.	Class - E	(i)	Banks
		(ii)	Private Hospitals
		(iii)	Colleges and others

Analysis fees details:

S.No	Name of cases/exhibit/examination	Revised Analysis fee charged by the Forensic Sciences Department				
		Class -A	Class-B	Class-C	Class - D	Class - E
1.	Questioned Documents	Nil	Rs.4500/- for 25 exhibits and Rs.1500/- for each 10 additional exhibits	Rs.6000/- for 25 exhibits and Rs.3000/- for each 10 additional exhibits	Rs.9000/- for 25 exhibits and Rs.6000/- for each 10 additional exhibits	Rs.12000/- for 25 exhibits and Rs.9000/- for each 10 additional exhibits
2.	a) Biology and Serology	Nil	Rs.900/- per item/article	Rs.1200/-per item/article	Rs.1800/-per item/article	Rs.2400/-per item/article
	b) Chemistry, Explosives, Narcotics, Prohibition, Toxicology and Ballistics	Nil	Rs.900/- per item/article	Rs.1200/-per item/article	Rs.1800/-per item/article	Rs.2400/-per item/article
	c) Physics	Nil	Rs.900/- per item/article	Rs.1200/-per item/article	Rs.1800/-per item/article	Rs.2400/-per item/article
	d) Forensic Voice Analysis	Nil	Rs.5000/-per audio recording	Rs.7500/-per audio recording	Rs.10000/-per audio recording	Rs.15000/-per audio recording
	e) Computer Forensics – Hard Disk	Nil	Rs.5000/- per item/article	Rs.7000/- per item/article	Rs.9000/- per item/article	Rs.11000/- per item/article
	f) Computer Forensics – Memory Storage Media	Nil	Rs.3000/- per item/article	Rs.5000/- per item/article	Rs.7000/- per item/article	Rs.9000/- per item/article
	g) Computer Forensics – imaging of Hard Disc/Memory Devices	Nil	Rs.2000/- for 1 st 10 GB and Rs.50/-for every additional 1 GB	Rs.4000/- for 1 st 10 GB and Rs.100/-for every additional 1 GB	Rs.6000/- for 1 st 10 GB and Rs.200/-for every additional 1 GB	Rs.8000/- for 1 st 10 GB and Rs.300/-for every additional 1 GB
3.	Anthropology Skull Super-imposition cases	Nil	Rs.4500/- per case	Rs.6000/- per case	Rs.9000/- per case	Rs.9000/- per case
4.	i) DNA Profiling Paternity cases	Nil	Rs.12000/- per case of 3 persons and 4000/-for each additional person	Rs.15000/- per case of 3 persons and 5000/-for each additional person	Rs.18000/- per case of 3 persons and 6000/-for each additional person	Rs.21000/- per case of 3 persons and 7000/-for each additional person

S. No	Name of cases/exhibit/examination	Revised Analysis fee charged by the Forensic Sciences Department				
		Class -A	Class-B	Class-C	Class - D	Class - E
	ii DNA Profiling Paternity cases	Nil	Rs.18000/- per case of 3 sources /items and Rs.6000/- for each additional source/item	Rs.18000/- per case of 3 sources /items and Rs.6000/- for each additional source/item	Rs.18000/- per case of 3 sources /items and Rs.6000/- for each additional source/item	Rs.18000/- per case of 3 sources /items and Rs.6000/- for each additional source/item

S. No.	Classification	Name of the Offices/Agencies		Amount of analysis fee already fixed	G.O.in which fixed
1.	Class-F Category - I	i)	Officers under the control of Commissioner of Prohibition and Excise Department of the Government of Tamil Nadu, viz., Excise Supervisory Officers of Blending Units and Breweries, Assistant Commissioner of Excise and Bonded Manufactory Officers	4000/-	G.O. (Ms.) No.497 , Home (Police. XVIII) Department, dated. 02.07.2012
		ii)	Managers/Assistant Managers of TASMAL and Denaturant Licensees, etc	4000/-	-do-
2.	Class-F Category - II	i)	Lithographic Picture Varnish Manufactures (DL 2Licensees) who are manufacturing picture varnish for lithographic purposes.	600/-	G.O. (Ms.),No.355 Home (Police. XVIII) Department, dated. 15.05.2014
		ii)	Spirituous Medicinal Preparation Companies who are manufacturing medicinal preparations containing alcohol refereed through the Bonded Manufactory Officers, Assistant Commissioners and other officers concerned who are posted by the Commissioner of prohibition and Excise for verification of percentage of alcohol in the medicinal preparation.	600/-	-do-

Contact Persons from the Public point of view for approach for grievance redressal :

Director or his nominee (Deputy Director / P.A. to the Director) Forensic Sciences Department, Forensic House, 30 A, Kamarajar Salai, Mylapore, Chennai - 600004