

BASIC INDUCTION TRAINING SYLLABUS (INDOOR)
FOR
CIVIL POLICE CONSTABLE

Phase – I

1. Role of Police in Indian Polity and Police Organisation

I (a): Introduction to Indian Polity

<i>S. No</i>	<i>Contents</i>	<i>Number of sessions</i>
1	Constitution of India-salient features	1
2	Constitution of India- Fundamental Rights –Duties and Directive Principles of State Policy	2
3	Organisation of Central Government	1
4	Organisation of State Government	1
5	Organisation of District, Sub-division, <i>Taluka</i> set-up	1
6	Indian Judicial System: Lower & District Courts	1
7	Indian Judicial System: High Courts & Supreme Court	1
	Test on topics from 1 to 7	2
	TOTAL NUMBER OF SESSIONS	10

Note: The trainee has studied these subjects in Social studies at school. He is provided with reading material on the subject prior to training and asked to come fully prepared. The classroom lecture has to be a presentation and interaction with reference to material already supplied and tests his understanding of the subjects.

I (b): Police Role & Organisation

<i>S. No.</i>	<i>Contents</i>	<i>Number of Sessions</i>
1.	Role of Police in Welfare State: An Overview	1
2.	Prevention of Crime – Beat and Patrolling system	2
3.	Detection and Investigation of Crimes	2
4.	Maintenance Law & Order	2
5.	Internal Security	2
6.	Terrorist and Extremist Violence	2
7.	Caste, Communal & Political Violence	2
	<u>Test on topic no. 1 to 7</u>	2
8.	Civil Police: Its Role and functions	2
9.	Role of civil police constable	2
10.	Organisation of the State Civil Police: An Overview	2
11.	District & Range / Zone	2
12.	Commissionerate System	1
13.	Special & Armed Police and its role	2
14.	Railway Police	1
15.	CID/ Crime Branch	2
16.	Intelligence/ Special Branch	2
17.	Home Guards and Local defence Committees	2
18.	Organisation of Village Police/ Special Police Officers/Neighbourhood Committees	2
19.	NGO/Local Social Organisations/Citizen	2

	Councils/Neighbourhood Committees etc.	
20.	Police and Executive Magistrates	2
21.	Police and Magistracy	2
22.	<i>Police and Local Bodies</i>	2
23.	<i>Police and other Departments</i>	2
	Test on topics no. 8 to 23	2
	A. TOTAL NUMBER OF SESSIONS	47

I(c) Police Administration & Service Matters

S. No.	Contents	Number of Sessions
1.	Pay & Allowances, Promotions & Transfer Policy	1
2.	Leaves & Procedures	1
3.	Medical facilities & reimbursement	1
4.	Discipline & Punishment Rules	2
5.	Conduct Rules and Police Conduct	3
6.	Retirement Benefits	1
7.	Introduction to Badges of rank, clothing, equipment, Arms & ammunition	1
8.	Kit Articles	1
9.	Turn Out, Uniform and Maintenance of Uniform	1
10.	<i>Rewards and decorations for Police</i>	1
11.	Maintenance of service records	1
12.	Housing facility, Care of Family, Welfare programmes etc.	2
13.	Maintenance of police station premises, quarters and surroundings	1
	Test on topics no. 1 to 13	1
	TOTAL NUMBER OF SESSIONS	18

II. Police Behaviour and Public

II. a) Police Attitude

S. No.	Contents	Number of Sessions
1.	Understanding Human Behaviour- Socio Psychological factors	2
2.	Understanding Individual Behaviour- Socio Psychological factors	2
3.	Understanding Group and Crowd Behaviour & Police Response	2
4.	Policing and Ethics	1
5.	Policing and Moral Values	1
6.	Society and Police Attitude	1
7.	Propriety in Police Attitude/Conduct	1
	Test on topics No. 1 to 7	2
8.	<i>Interpersonal relationship</i>	1
9.	<i>Working in Teams for enhanced performance</i>	1
10.	<i>Role of Leadership in Police working</i>	1
11.	<i>Time Management</i>	1
14.	<i>Stress Management</i>	2

15.	<i>Incident control</i>	2
	Test on topics no. 8 to 15	2
	TOTAL NUMBER OF SESSIONS	22

II (b) Police Relations with Social Groups

<i>S. No.</i>	<i>Contents</i>	<i>Numbers of Sessions</i>
1.	Principles of Police Conduct	2
2.	Understanding Crime, Criminals and Victims	3
3.	Police and General Public	2
4.	Police and Women	1
5.	Police and Children	1
6.	Police and Students	1
7.	Police and Youth	1
8.	Police and Weaker sections	1
9.	Police and Industrial Labour	1
10.	Police and Agricultural Labour	1
11.	Police and Public Representatives	2
12.	Police and Media	2
13.	Police and Other Government Functionaries	2
14.	Police and Professional Groups	1
15.	Police Behaviour towards Accused & Offenders	2
16.	Police and Anti-social Elements & Trouble Makers	1
17.	<u>Managing conflict and conflict resolution</u>	2
18.	<u>Negotiation in Techniques</u>	2
19.	<u>Community Policing</u>	2
	Test on topics no. 1 to 19	2
	TOTAL NUMBER OF SESSIONS	32

II. (C.) Police and Human Rights

<i>S. No.</i>	<i>Contents</i>	<i>Numbers of Sessions</i>
1.	Concept and Philosophy of Human Rights	1
2.	Human Rights Laws and Conventions	3
3.	Guidelines of Human Rights Commission	1
4.	Treatment of Offenders under Custody	1
	Test on topics 1 to 3	2
	TOTAL NUMBER OF SESSIONS	8

III LAW:

III (a) Indian Penal Code 1860

<i>S. No.</i>	<i>Contents</i>	<i>No. of Sessions</i>
1	Introduction to the Indian Penal Code	1
2	Preamble & Sections 1 to 4	1
3	Definition of Specific Words (Chapter II) Sections 11,14,17, 20 to 28, Sections 33, 34, 39, 40, 44, 46, 52	2
4	General Exceptions	3

	Sections 76 to 106	
	<i>Test on topic nos. 1-4</i>	2
5	Offences against Public Tranquillity (Chapter VIII) Sections 141 to 160	4
6	Offences affecting the Human Body (Chapter XVI) - I Sections 299 to 304, 304A, 304B, 307 to 309	4
7	Offences affecting the Human Body (Chapter XVI) - II Sections 319 to 326, 332, 333, 336, 337, 338	3
8	Offences affecting the Human Body (Chapter XVI) - III Sections 339 to 341	1
9	Offences affecting the Human Body (Chapter XVI) - IV Sections 349 to 351, 353, 354	1
10	Offences affecting the Human Body (Chapter XVI) - V Sections 359 to 363 A, 366, 366 A&B	2
11	Offences affecting the Human Body (Chapter XVI) - VI Sections 375, 376A to 376D	1
	<i>Test on topic nos. 5-11</i>	2
12	Offences against Property (Chapter XVII) -I Sections 378 to 382	1
13	Offences against Property (Chapter XVII) -II Sections 383, 384	1
14	Offences against Property (Chapter XVII) -III Sections 390, 391, 392, 394, 396, 399	2
15	Offences against Property (Chapter XVII) -IV Sections 403 to 406, 409	1
16	Offences against Property (Chapter XVII) -V Sections 410 to 414	1
17	Offences against Property (Chapter XVII) -VI Sections 415 to 417, 420	1
18	Offences against Property (Chapter XVII) -VII Sections 425, 426, 429, 435, 436, 441 to 448, 454, 457	2
	<i>Test on topic nos. 11-18</i>	2
19	Offences relating to Documents & Property Marks (Chapter XVIII)-I Sections 463, 464, 466, 467, 468, 470, 471, 472	1
20	Offences relating to Documents & Property Marks (Chapter XVIII)-I Sections 489A to 489E	1
21	Offences of Criminal Intimation	1

	(Chapter XXI) Sections 503, 505, 506, 510	
22	Abetment & Criminal Conspiracy (Chapter V) & (Chapter V-A) Section 107 & 108 Sections 120 A & 120-B	1
23	Offences by or relating to Public Servants (Chapter IX) Sections 161 to 171	1
24	Other Miscellaneous Sections-I Attempts to Commit Offences (Chapter XXIII) Section 511 Offences against State (Chapter VI) Sections 121, 121 A, 122 Offences related to Coin, Currencies & Govt. Stamps (Chapter XII), Sections 230 to 235 Offences relating to Religion (Chapter XV), Sections 295, 295A, 298	2
25	Other Miscellaneous Sections-II Contempt of the lawful authority of Public Servant (Chapter X) Sections 182, 186 False Evidence & Offences against Public Justice (Chapters XI), Sections 201, 211, 221, 225A, 225B	2
	<i>Test on topic nos. 19-25</i>	2
26	Revision & Discussion	3
27	Lecture by an practising professional on overall rationale, implication and significance of various legal provisions of Indian Penal Code	2
	Total Number of Sessions	54

III (b) Code of Criminal Procedure 1973

<i>S.NO</i>	<i>Topic</i>	<i>Session</i>
1	General Introduction to the Code with emphasis on its main features	3
2	Definitions (Chapter I) Sections 2a to 2y	2
3	Maintenance of Public Order & Tranquillity Unlawful Assemblies (Chapter X) –1 Sections 129 to 132	1
4	Cases of Nuisance or Apprehended Danger & Dispute as to Immovable Property (Emergent orders to prevent breach of peace) (Chapter X) –2 Sections 144 to 147	1
5	Preventive action by Police Chapter XI Section 149 to 153	1
6	Security for Keeping Peace & Good Behaviour	2

	Chapter VIII Sections 106 to 110, 116, 122	
7	Arrest of persons Chapter V Sections 41 to 60	4
8	Power of Superior Officers of the Police & Aid to the Magistrate & the Police Chapter IV Sections 36,37,39,40	1
	<i>Test on topic nos. 2-8</i>	2
9	Information to the Police & their Powers to Investigate Chapter XII – I Sections 154, 155	1
10	Chapter XII - 2 Investigation Powers of Police Sections 156 to 159	1
11	Chapter XII – 3 Powers of Police to Examine Witnesses Sections 160 to 164	1
12	Chapter XII – 4 Powers of Police for Search & Related Procedures during Investigation Sections 165 to 167	1
13	Chapter XII - 5 Completion of Investigations & Related Procedures Sections 168 to 173	1
14	Chapter XII - 6 Enquiry of Unnatural Deaths Sections 174 to 176	1
	<i>Test on topic nos. 9 to 14</i>	2
15	Constitution of Criminal Courts & Offices Chapter II Sections 6,12,17,20,24,25	1
16	Powers of Courts Chapter III Sections 26 to 29	1
17	Processes to Compel Appearance Chapter VI - 1 Summons Sections 61 to 69	1
18	Warrants of Arrest Chapter VI -2 Sections 70 to 81	2
19	Proclamation of Attachment of & other Rules regarding Processes Chapter VI - 3 Sections 82, 83, 87, 89, 90	1
	<i>Test for topic nos. 15 to 19</i>	2
20	Processes to Compel the Production of Things Search Warrants Chapter VII – I Sections 93 & 94	1

21	General Provisions relating to Searches & Miscellaneous Provisions Chapter VII – 2 Sections 99,100,102, 103	1
22	Mode of inquiry by the Magistrate Chapter XV Section 202	1
23	Provisions as to Bail and Bonds Chapter XXXIII Sections 436 to 439	1
24	Classification of Offences Schedule- I	1
	<i>Test on topic nos. 20 to 24</i>	2
25	Lecture by a practising professional on various implications and significance of provisions of Code of Criminal Procedure	2
	Total number of sessions	42

III (c) Indian Evidence Act 1872

<i>S.No</i>	<i>Contents</i>	<i>No of Sessions</i>
1	Introduction to the Indian Evidence Act Section I	1
2	Definitions of key words Chapter I Sections 3 & 4	2
3	Relevancy of Facts Chapter II-1 General rules relating to Admission & Confession Sections 24 to 30	2
4	Dying Declaration Chapter II-2 Section 32	2
5	Opinion of Experts Chapter II –3 Sections 45 to 47	2
6	Oral Evidence Chapter IV Sections 59 & 60 61, 63,101	2
7	Documentary Evidence Chapter V Sections 61 to 64, 101	2
8	Witnesses Chapter IX Sections 118, 119, 123 to 125	2
9	Examination of Witnesses Chapter X Sections 137, 145,159	2
	<i>Test on topic nos. 1 to 9</i>	2
	Total number of sessions	19

III (d) Special and Local Laws & State Police Manual

<i>S.No</i>	<i>Contents</i>	<i>No. of Sessions</i>
1	Introduction to Minor Act (Object, Purpose and Scope)	2
2	Police Act, 1961	3
3	The Police (Incitement to Disaffection) Act, 1992	1
4	The Police Force (Restriction of Rights) Act, 1966	1
5	Unlawful Activities (Prevention) Act, 1967	2
6	Prevention of Damage to Pubic Property Act 1984	1
7	Public Gambling Act, 1967	2
8	Immoral Traffic (Prevention) Act, 1988	2
9	Indecent Representation of Women (Prohibition) Act, 1986	1
10	Motor Vehicle Act, 1988	3
11	Protection of Civil Rights Act, 1955	2
12	Schedule Castes and Schedule Tribes (Prevention of Atrocities) Act, 1989	2
13	Arms Act, 1959	2
14	Explosive Substances Act, 1908	1

15	The Explosives Act, 1884	1
16	Dowry Prohibition Act, 1961	1
17	Narcotics Drugs and Psychotropic Substances Act, 1985	2
18	The Mental Health Act, 1987	2
19	Essential Commodities Act, 1955	1
20	Children Act, 1960	2
21	Indian Railways Act, 1890	1
22	Habitual Offenders Act,	1
23	Railways Property (Unlawful possession) Act, 1966	1
24	Identification of Prisoners Act, 1920	1
25	Wild Life (Protection) Act, 1972 & Environmental Laws	2
26	Special and Local Laws of the States	8
27	Important Provisions of State Police Manual	10
	<i>Test on topics No. 1-27</i>	2
	Total Number of Sessions	60
<i>Note: Only important and relevant sections for the functioning of constable will be taught.</i>		

IV DUTIES OF CONSTABLES

IV (a) Preventive & Detective Duties

S. No.	Contents	No. of Sessions
1.	Introductory Discussion on Beat and Patrol system & its Relevance	3
2.	Preparation for Beat and Patrol Duty & Records Relating thereto	2
3.	Urban Beat Patrol System: an overview	1
4.	Rural Beat Patrol System: an overview	1
5.	Night Beat System in Rural Area	2
6.	Night Beat System in Urban Area	2
7.	Day Patrolling in Urban & Rural areas	2
	<i>Test on topics No. 1 to 7</i>	1
8.	Checking, frisking, searching of strangers	1
9.	Cordoning and searching	1
10.	Surveillance over criminals, anti-social elements & suspects	2
11.	Checking & conducting enquiries of history-sheeters during night &	1
12.	<i>Beats in fairs & festivals</i>	1
13.	Beats in trains & other public transport	1
14.	Collection of criminal Intelligence	2
	<u>Test on topics no. 8 to 15</u>	2
	TOTAL NUMBER OF SESSIONS	25

Note: Case studies, live situations and incident control should form part of practical training on this subject.

IV (b) Law & Order/ Public Order and traffic: Methods & Strategies

<i>S. No.</i>	<i>Contents</i>	<i>Numbers of Sessions</i>
1.	Festivals	2
2.	Large public gatherings	2
3.	VIP bandobust & Security duties	1
4.	Agitational action for Bunds, hartals, rallies	2
5.	Labour agitations	2
6.	Election Duties	1
7.	Student Agitations and Examination Duties	2
8.	Violent Agitations & Police	2
9.	Caste & Communal riots: role of police	2
10.	Public agitations against Police and public officials & use of force	2
	<i>Test on topics No. 1 to 10</i>	1
11.	Role of police in man made & natural disasters	1
12.	Out break of fire & police	1
13.	Road, rail, air accidents & police	2
14.	Flood & police	1
15.	<i>Earthquake, cyclones etc. & police</i>	2
	<i>Test on topics No. 11 to 15</i>	1
16.	<u><i>Regulation of traffic: An Introduction</i></u>	1
17.	Enforcement of traffic rules and regulations	1
18.	<u><i>Controlling and regulating traffic at Junctions with and without road signals</i></u>	2
19.	<u><i>Managing Traffic Jams</i></u>	1
20.	<u><i>Managing Highway Traffic Jams and order on Highways</i></u>	2
	<u><i>Test on topics no. 16 to 20</i></u>	1
	TOTAL NUMBER OF SESSIONS	35

IV (c) Security Duties

<i>S. No.</i>	<i>Contents</i>	<i>Numbers of Sessions</i>
1.	Security and Guard Duties: An Introduction	1
2.	Tactical and Ceremonial Guard: An Overview	1
3.	Role & responsibility of police constable as police station sentry & guard with special reference to extremism /insurgency affected disturbed areas	2
4.	Role, responsibility and oath of duties of police constable as treasury guard	1
5.	Role, responsibility and oath of duties of police constable as sub-jail guard	1
6.	Role, responsibility and oath of duties of police constable as VIP guard	1
7.	Role, responsibility and oath of duties of	1

	police constable as PSO & escort	
8.	Role, responsibility and oath of duties of police constable while escorting of prisoners with special reference to handcuffing them	2
9.	Role, responsibility and oath of duties of police constable while escorting cash & valuables.	1
10.	Role, responsibility and oath of duties of police constable while escorting trains/buses/convoy.	1
	Test on topics No. 1 to 10	2
	TOTAL NUMBER OF SESSIONS	14
<i>Note: The trainees are to be familiarised with the relevant provisions of their State Police Manual related to the above duties.</i>		

IV (d) General Duties of Police Constable

S. No.	Contents	No. of Sessions
1.	Station Routine and Role of constable in Urban police station	2
2.	Station Routine and Role of constable in rural police station	2
3.	Duties as station writer	1
4.	Duties in an out post	1
5.	Importance of Drill, Parade, Kit maintenance & arms maintenance	2
6.	House keeping in Police Station	1
7.	Duties as court assistant	2
8.	Handling of communication, office automation equipment, computers etc.	2
9.	Reception & telephone duty at Police Station	1
10.	Driver of police vehicle	1
11.	Duties in absence of his superiors	1
12.	Service of summons	2
13.	Execution of warrants	2
14.	Introduction to discreet enquiries regarding issue of passport, induction in government service etc	1
	Test on topics No. 1 to 14	2
	TOTAL NUMBER OF SESSIONS	23
<i>Note: The trainees will also be told the various relevant provisions of their State Police Manual related to the above duties.</i>		

V PROCEDURAL METHODS & SKILLS

V (a) Maintenance of Records:

S. No.	Contents	No. of Sessions
1.	Police station records: An overview	2

2.	Maintenance of general dairy and section dairies: Relevance to Police functioning	1
3.	Beat book, point book and other related records	2
4.	Maintenance of sentry relief book and prisoners search register	1
5.	Maintenance of First Information Report Register	1
6.	Maintenance of records regarding history sheeted criminals	2
7.	Maintenance of process register,	1
8.	Computerisation of various police station records & its importance	10
	<i>Test on topics 1-8</i>	2
	TOTAL NUMBER OF SESSIONS	22

Note: The emphasis will be laid on the relevance of records vis-à-vis police duties of prevention and detection of crime. The cross-reference between one and another record will also be explained. The relevant provisions of the State Police Manual will also be taught to the trainees. The trainees have to enter the records in a computerised system during the period meant for each with ½ the time being used for Manual system and explanation of purpose of recording/including beat and patrol system.

V (b) Procedures & Methods: Dealing with Crime & Criminals

<i>S. No.</i>	<i>Contents</i>	<i>No. of Sessions</i>
1.	Introduction to collection of information and checking of BCs, DCs, HOs, KDs, suspects and receiver of stolen properties	2
2.	An over view of modus operandi classification & its use utility	2
3.	Collection of information and checking of rowdies, extremists and anti social elements	1
4.	Methods of questioning of strangers/suspects	1
5.	Group interrogation Techniques: An overview.	1
6.	Methods of searching the suspects/criminals.	1
7.	Arrest of suspects/criminals: Techniques and Precautions	1
8.	Methods of gathering intelligence	1
9.	Introduction to system of informants	1
10.	Enquiries about out of view bad characters, ex-convicts escaped prisoner etc.	2
11.	Executive of summons and Warrant	1
12.	Assistance to railway authorities in case of sabotage	1
	Test on topics 1 to 12	2
	TOTAL NUMBER OF SESSIONS	17

Note: The trainees will also be told the various relevant provisions of their State Police Manual related to the above duties.

V(c) Observation

S. No.	Contents	No. of Sessions
1.	General Introduction on methods of observation & making general portraits	1
2.	Practical survey of jurisdiction police station for observing the important buildings, institutions, factories & residential areas housing VIPs and residential areas prone to special types of crimes.	3
3.	Taking the trainees to different public places such as shops, hospitals, museums, religious places, educational institutions etc. & subsequent sharing of experiences & observation followed by test	3
4.	Oral and written narration of observations made by the trainees during the visit in the town to survey jurisdiction of a police station and important public places.	2
5.	Test of memory (writing names of birds, objects, towns, State Capital etc)	1
6.	Kim's Game	3
7.	Visits to a Model and actual Police Station & subsequent sharing of observations	3
8.	Visit to a scene of road accidents / simulated motor accident & subsequent sharing & testing of observations	2
9.	Demonstration of photographs of the scene of accidents and subsequent discussions and test	2
10.	Visit to busy traffic junction and observation of parking vehicles followed by test	2
11.	Visit to a public function (could be simulated) estimation of crowd, its nature etc. followed by a test	2
12.	Demonstration of photographs of the scene (real/simulated) of property offence, murder etc. subsequent discussion & test	2
13.	Visit to Session Court & subsequent sharing of observations	2
	TOTAL NUMBER OF SESSIONS	28

V (d) Police Portraits: Observation and Identification

S. No.	Contents	No. of Sessions
1.	Introduction to portrait their use and techniques observation	2
2.	Use of portraits & methods of observing major identification marks: An overview	1
3.	Methods of identification of a person by head, hand, hair, face, mouth & jaws, walk, speech, clothes, Jewels accessories work etc.	3
3.	Discussion on preparation of history of a person & general appearance of body	1
	<i>Test on topics No. 1 to 4</i>	1
5.	Demonstration of showing photographs &	1

	subsequent discussions.	
6.	Demonstration of photographs of bad characters, accused, criminal etc. discussions & test	2
7.	Practical demonstration of identification by showing a stranger and subsequently his photographs followed by discussion	2
8.	Use of Computers in Portrait Building and Identification of Criminals	4
	<i>Test on topics No. 5 – 8</i>	1
	TOTAL NUMBER OF SESSIONS	18

V (e) Communication Skills: Verbal

<i>S. No.</i>	<i>Contents</i>	<i>No. of Sessions</i>
1.	Effective Verbal Communication: Its importance	2
2.	Verbal Communication: Various Techniques	1
3.	Verbal Communication: Articulation and delivery	3
4.	Verbal Communication: Body Language	2
5.	Verbal Communication: Expression and eye contact	2
6.	Verbal Communication: Public Speaking- Extempore & Prepared	4
7.	Verbal Communication: Group Discussion	4
8.	Lecture by an expert on importance of effective verbal communication for police officers	2
	TOTAL NUMBER OF SESSIONS	20

V (f) Communication Skills: Written

<i>S. No.</i>	<i>Contents</i>	<i>No. Of Sessions</i>
1.	Importance of Written Communication: An Introduction	2
2.	Written Communications: Various Techniques	2
3.	Drafting of an observation report	2
4.	Recording of Statement	2
5.	Report writing: Salient points	3
	TOTAL NUMBER OF SESSIONS	11

VI POLICE INVESTIGATION

VI (a) Scene of Crime:

<i>S. No.</i>	<i>Contents</i>	<i>No. of Sessions</i>
1.	Importance of Scene of Crime: inspection and its	4

	preservation	
3.	Discussion on various methods & measures preserving/ guarding the Scene of Crime/Occurrence of a criminal incident	2
4.	Ways for seeking public co-operation & information	1
5.	Method of dealing with Accused	2
6.	Method of dealing with Witnesses	2
7.	Methods of handling the victims, relations & the neighbourhood	1
8.	Demonstration of Crime Scene preservation such as House Breaking, Murder, road accident, explosion etc.	3
9.	Methods of handling crowds/on-lookers around the scene of occurrence	1
10.	Importance of timely transmission of information to Police Station / Forensic Experts and other Support Services	2
11.	Drawing up scene of crime – Cartography, Photography and Observation.	2
	<i>Test on topic nos.1 to 10</i>	2
	TOTAL NUMBER OF SESSIONS	22

VI (b) Introduction to Scientific Methods & Scientific Aids in Investigation

S. No.	Contents	No. of Sessions
1.	Scientific Aids for Investigation: An introduction	1
2.	Need for using the latest Scientific Aids	1
3.	Preservation of Finger Prints at the scene of occurrence	1
4.	Preservation of Foot Prints at the scene of occurrence	1
5.	Preservation of Blood Stains at the scene of occurrence	1
6.	Preservation of live explosives or remnants of explosives at an explosive on site	2
7.	Preservation of articles such as pieces of cloth, glass, hair, paint, wood, empty cartridge, weapons etc.	1
8.	Preservation of various kind of marks such as tyre marks, staid marks, tool marks etc.	1
9.	Preservation of papers, documents, files etc. found at the crime scene.	1
10.	Preservation of communication / networking equipment, computers and peripherals, printers, Fax machine etc at the site	2
11.	Need of forensic experts to gather evidences and seek their preliminary opinion on the above (3 to 10)	2
12.	Collection of clues and investigation with the help of items / marks etc. found at the scene of occurrence.	3
13.	Utility of the Police Dog Squad at scene of occurrence	1
	<i>Test on topic nos. for 1 to 13</i>	2
	TOTAL NUMBER OF SESSIONS	20

Note: Lectures on these topics by experts in the filed may be followed by demonstration.

VI (c) Introduction to Finger Prints & Foot Prints

S. No.	Contents	No. Of Sessions
1.	Discussion on important of the Finger Prints & Foot Prints with reference to their Evidentiary Value	2
2.	Description of various types of Finger & Foot Prints	1
3.	Methods of developing Finger Prints & Foot Prints	3
4.	Methods of taking precautions while developing Finger & Foot Prints	1
5.	Methods of taking finger & Foot Prints	2
6.	Finger Print Bureau and its role: An introduction	1
	<i>Test on topic nos. for 1 to 6</i>	2
	TOTAL NUMBER OF SESSIONS	12

VI (d) Computer Appreciation and Introduction to other Office Automation Devices

S.	Contents	Number of
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<i>No.</i>		<i>Sessions</i>
1.	Introduction to Computers, Office Automation and Communication Equipment & their importance in Police Functioning	1
2.	Use of Computers by Individuals & Organisations	1
3.	Hardware, Systems and Software: An Introduction	1
4.	Hardware: CPU, KEY BOARD, ROM, RAM, FLOPPY Drive, Zip drive, CD Drive, DVD drive Etc.	1
5.	Hardware: Storage Devices, Hard Disk, Floppy, Zip, CD, DVD, etc.	1
6.	Software: Operating Systems and Data Base Management Systems: An Introduction	1
7.	Software: Office Automation Software Packages	2
8.	Communications & Networking: Telephones, Cellular Telephones, Wireless, Modem, Internet, e-mail etc.	3
9.	Introduction to other Office Automation Equipment (e.g. Fax, Photocopying etc.) and their Use	2
	<i>Test on topic nos. 1-9</i>	2
	TOTAL NUMBER OF SESSIONS	15

Note: The teaching of this module should commence from the beginning of the training.

VI (e) Basic Elements of Medical Jurisprudence:

<i>S. No.</i>	<i>Contents</i>	<i>No. Of Sessions</i>
1.	General lecture on the importance of jurisprudence in crime	1
2.	Identification of Persons	1
3.	Identification of Dead Bodies	1
4.	Methods of identification of Cause of Death by observing the Dead Body	4
	<i>Test on topic nos. for 1 to 4</i>	1
	TOTAL NUMBER OF SESSIONS	8

VII: Field and Operational Training Module

<i>S. No.</i>	<i>Tasks</i>	<i>No. of Sessions</i>
1.	Familiarisation with daily routine of Police Station	1
2.	Familiarisation with records of Police Station and entries	2
3.	Day Beat / Patrol Duty	3
4.	Night Beat / Patrol Duty	10 nights*
5.	Service of Summons and Warrants	2
6.	Village / Location visits	2
7.	Check of Criminals and Anti-social Elements	2
8.	Traffic Duty	2
9.	Local Enquiries & Verification	2
10.	Visits to Scene of Crime	2

11.	Accompanying and Assisting I.O. for Investigation	2
12.	Registration of Cases	1
13.	Search and Seizure	2
14.	Vehicle checking, Cordon and Search Operation	2
15.	Guard Duty	1
16.	Escort Duty	1
17.	Court Duty	3
18.	Taking Injured to the Hospital	1
19.	Reception and Attending to the Telephone/Radio Call	1
20.	Collection of Intelligence	2
21.	Duties in Patrol Vehicles	2
22.	Maintenance of Records (Manual and through Computers)	4
23.	Bandobast Duty	2
24.	Community Interface / Community Activities	3
25.	Visits to NGO Institutions	1
	TOTAL NUMBER OF DAYS	48

Note: -

1) Each one of the above should be gone through preceded by a proper briefing, discussion and certain clarity is achieved on the function. The trainee should carry material on the subject already provided; refer it in the course of practical training.

2) There should be report on each candidate after the exercise, in a given proforma, which should be evaluated and result intimated to the candidate immediately

**INSTITUTIONAL TRAINING
Phase II**

VIII (a) Case Studies and Simulation Exercises

S. No.	Contents	No. of Sessions
Case Studies		
1.	Rioting and Murder	2
2.	Fatal Road Accident	2
3.	Violent Agitation resulting in Police firing	2
4.	Dowry Harassment	2
5.	<i>Lockup Deaths</i>	2
6.	<i>Police Highhandedness</i>	2
B. Simulation Exercise		
7.	<i>Road accident</i>	2
8.	Theft	2
9.	<i>Murder</i>	2
10	<i>Bride burning</i>	2
Role Play		
11.	Complainant to Police Station	2
12.	Interrogation of Accused	2
13.	Questioning of Witnesses	2
14.	Defiance to Police Authority	2
15.	Visit of Senior Officers	2

	TOTAL NUMBER OF SESSIONS	30
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Note: 1) The scope and purpose of the exercise on each should be scripted in advance and known to the trainees to derive fullest benefit. The trainee should carry with him and refer to the material on the subject already made available to him in the training institution.

VIII (b). DUTIES OF CONSTABLES – EXPERIENCE SHARING

S. No.	Contents	No. Of Sessions
1.	Sharing of Experience of Beat & Patrol duty (Prevention of Crime)	4
2.	Sharing of Experience of Traffic Duties	3
3.	Sharing of Experience of Court Duties	4
4.	Sharing of Experience of Investigation Duties (Detection of Crime)	4
TOTAL NUMBER OF SESSIONS		15

Note: 1) The scope and purpose of the exercise on each should be scripted in advance and known to the trainees to derive fullest benefit. The trainee should carry with him and refer to the material on the subject already made available to him in the training institution.

VIII (c) First Aid, Relief, Emergency & Fire Fighting

S. No.	Contents	No. Of Sessions
1.	First Aid & its importance	1
2.	Fractures, wounds, bruises, contusions and abrasions types of dressing, bandaging etc.	2
3.	Artificial respiration in case of drowning/hanging	2
4.	Administration of first aid in cases of poisoning/snake bite	1
5.	Administration of first aid in case of burns	1
6.	Rescue & Administration of first aid in out break of fire	1
7.	Rescue and Administration of first aid during floods, cyclones, earthquakes and other natural disasters	3
8.	Administration of first aid to the victims of seizures/ fits	1
9.	Administration of first aid to the victims of electrocution	1
10.	Practical Demonstration (Each of the above lectures from S. No 2 to 9, delivered by trained Medical officers, will be followed by practical demonstration and practice sessions by trainees. 20 additional periods have been earmarked for this purpose)	20
	Test on topics No. 1 to 9	2
TOTAL NUMBER OF SESSIONS		35

Note: If necessary, the class may be broken into smaller groups during practical demonstration.

VIII (d) PROBLEM SOLVING EXERCISES & DISCUSSIONS – Major Acts / Minor Acts

<i>S. No.</i>	<i>Contents</i>	<i>No. Of Sessions</i>
1.	Problem Solving in Property Offences	4
2.	Problem Solving in Offences against Body	4
3.	Problem Solving in Local Laws Enforcement Cases	4
4.	Problem solving in Traffic Accidents & Violations	3
<i>TOTAL NUMBER OF SESSIONS</i>		15

Note: 1). The scope and purpose of the exercise on each should be scripted in advance and known to the trainees to derive fullest benefit. The trainee should carry with him and refer to the material on the subject already made available to him in the training institution.

2) The topics are only indicative. The trainer may include problems on other relevant topics also.

VIII (e) Written Communication

<i>S. No.</i>	<i>Contents</i>	<i>No. of Sessions</i>
1.	Practical Exercises to write an Observation Report of a scene of offence etc.,	2
2.	Practice of report writing in case a traffic accident	2
3.	Practice of writing details in the Beat Book	2
4.	Writing report on arrest and seizures	2
5.	Writing a punchnama for seizures of property	2
6.	Writing FIR on a oral compliant in case of decoity and murder case	4
7.	Writing a special report on seizures of arms and explosives from strangers	2
8.	Recording a confessional statement of an accused	2
9.	Recording a dying declaration	2
10.	Writing report on arrest of a dangerous lunatic	2
11.	Writing report on information gathered about the area criminals	2
12.	Report of information gathered about movement of extremists in the area	2
13.	Report on information gathered about plans for agitation/ demonstration by different groups	2
14.	Practice for recording information about a dangerous rowdy in General Diary	2
<i>TOTAL NUMBER OF SESSIONS</i>		30

VIII (f) Verbal Communication

<i>S. No.</i>	<i>Contents</i>	<i>No. Of Sessions</i>
1.	Demonstration of National Flag & trainees to speak	2

	extempore on its importance	
2.	Trainees on deliver extempore talk on selected themes such as history of Freedom Movement, Current Social Problems, Current Economic Scenario etc.	2
3.	Group discussion by the trainees on subjects such as socio-political & economic changes in the country, National Integration, Human Rights etc.	3
4.	Trainees to name the important registers, records maintained at the police station and describe their importance in to police functioning	2
5.	Giving evidence in the court –a prepared simulated exercise	2
6.	Group discussions on powers & functions of various Criminal Courts	2
7.	Group discussion after exhibiting a police firing video	3
8.	Role play for demonstrating the principles of good behaviour with public	2
9.	Group discussion on the principles of police conduct & the role of police constables.	2
	TOTAL NUMBER OF SESSIONS	20

Note: (i) In the above module it would be appropriate if head of the institution and a communication expert also participate as an observer & enrich the quality of discussion and gives feed back to trainees on expressions, body language etc. Mere memorisation and mechanical re-production should be discouraged.

(ii) In order to provide opportunities to every trainee class may be broken into smaller groups.

VIII (g) Word Processing, Spreadsheet and Database Management

S. No.	Contents	No. Of Sessions
1.	Introduction to Word Processor like MS Word/Lotus SmartSuite	2
2.	Installation, Menu, Toolbars, Ruler, Scroll Bar, Status Bars etc.	2
3.	Creating, Saving, Importing, Exporting and Inserting Files, Saving Files with hands on Activity	3
4.	Formatting Pages, Paragraphs and Sections with hands on activity	2
5.	Using Tabs, Tabs and Tables, Tabs and Dot Leaders with hands on activity	2
6.	Creating Lists and Numbering Headings with hands on activity	1
7.	Styles, Fonts and Fonts sizes with hands on activity	1
8.	Editing Text with hands on activity	3
9.	Positioning and viewing Text with hands on activity	1
10.	Intends and out dents with hands on activity	1
11.	Finding and Replacing Text with hands on activity	1
12.	<i>Inserting Page Breaks, Page Numbers, Book Marks, Symbols and Dates with hands on activity</i>	2

13.	<i>Headers, footer, Footnotes with hands on activity</i>	1
14.	<i>Working with Frames and Columns with hands on activity</i>	1
16.	<i>Working with Forms with hands on activity</i>	1
17.	<i>Working with tools with hands on activity</i>	2
18.	<i>Page set up and Printing with hands on activity</i>	3
19.	<i>Spreadsheet: An overview and Introduction to packages like MS Excel, Lotus 123</i>	2
20.	<i>Worksheet and Workbook: Rows, Columns, Cells, Sheets, Entering texts, Numbers and editing with hands on activity</i>	3
21.	<i>Creating Worksheets and Workbooks with hands on activity</i>	3
22.	<i>Opening and Saving Worksheets and work books with hands on activity</i>	2
23.	<i>Use of Simple Formulas, Mathematical functions etc. with hands on activity</i>	3
24.	<i>Formatting numbers, Text, Worksheet and Sorting Data with hands on activity</i>	3
25.	<i>Working with charts and graphs with hands on activity and export, import from other applications</i>	3
26.	<i>Printing of Worksheet and Workbooks with hands on activity</i>	2
27.	<i>Database packages: An introduction (MS Access / Lotus Smart suit approach)</i>	2
28.	<i>The main elements of database</i>	2
29.	<i>Database window, table, fonts, reports, queries: An introduction</i>	2
30.	<i>Creating and designing a table, making data entry and working with table, data sheet with hands on activity</i>	3
31.	<i>Designing a form, navigation of data, filtering and sorting of records etc with hands on activity</i>	2
32.	<i>Designing a query, updating and modifying query database with hands on experience</i>	2
33.	<i>Designing and preparing a report and printing with hands on experience</i>	3
34.	<i>Relational database: An introduction</i>	2
35.	<i>Creating relationship in database packages with hands on experience</i>	3
36.	<i>Introduction to Internet and E-mail with hands on experience</i>	4
	TOTAL NUMBER OF SESSIONS	75
<i>Note: In the above module it would be appropriate if trainees are given free access to computers after the theory class and trainers are available to them for on the spot guidance.</i>		

VIII (h) Field Skills: Photography and Police Communications

S. No.	Contents	No. Of Sessions
1.	Application of Still & Video Photography in Police Work: An Overview	1

2.	Still Photography: Cameras & Basic Principles	4
3.	Video Photography: Video Camera & Basics of Videography.	5
4.	Police Wireless Communication: An Overview	1
5.	Radio Telephony: Its Use in day to day Police Functioning	1
6.	Radio Telephony Procedures & Use of Wireless Sets	2
7.	Radio Procedures: Message Writing, Classification of Messages etc.	2
8.	Radio Communication, Police Mobiles & Police Control Room	2
9.	Modern Trends in Communication	2
	TOTAL NUMBER OF SESSIONS	20
<i>Note: The trainees may be provided equipment and opportunity to practice these skills after class hours.</i>		

OUTDOOR TRAINING MODULE

OD-I. DRILL WITHOUT ARMS

S.No	Subject	Periods
1	<i>Attention – Stand at ease and stand easy</i>	3
2	<i>Turning and inclining at the halt</i>	3
3	<i>Dressing</i>	1
4	<i>Forming up in three ranks</i>	1
5	<i>Numbering and proving</i>	1
6	<i>Open and Close order at the halt</i>	1
7	<i>Dismissing and falling out – sizing</i>	1
8	<i>Getting on Parade – Length of pace and time of reaching</i>	2
9	<i>Formation of Squad with intervals</i>	1
10	<i>Marching in quick time and halt</i>	1
11	<i>Side pace – Paces forward and to the rear</i>	1
12	<i>Marching in slow and at the halt</i>	3
13	<i>Wheeling, Turnings and diagonal march in slow time</i>	1
14	<i>Marking time forward and halt at the slow time</i>	1
15	<i>Marking time forward and halt at the quick and double time</i>	2
16	<i>Changing step in slow and quick time</i>	1
17	<i>Marching, Making time and halting in double time</i>	1
18	<i>Breaking into slow, quick and double time</i>	1
19	<i>Marching in line in slow time – Wheeling in line in slow time</i>	1
20	<i>Change Direction by forming at the halt – and on the march in slow time</i>	1
21	<i>Change direction by forming at the halt and on the march in quick time</i>	1
22	<i>Forming squad at the halt and on the march in slow time</i>	2
23	<i>Forming squad on the march in quick time</i>	2
24	<i>Marching off in single file and reforming three ranks</i>	1
25	<i>Forming two ranks from three ranks</i>	1
26	<i>Forming three ranks from two ranks</i>	1
27	<i>Marching in slow time and turnings</i>	1
28	<i>Marching in quick time and turnings</i>	1
29	<i>Stepping out and stepping short in quick time</i>	1
30	<i>Wheeling, turnings and diagonal march in quick time</i>	2
31	<i>Saluting at the halt – Saluting to the front and message Salute</i>	2
32	<i>Saluting to the flank – to the right and left</i>	1
	Total number of Periods	44

OD-II. ARMS DRILL

S.No.	Subject	Periods
1	<i>Slope from the Order & Order from the Slope</i>	2
2	<i>Present from the Slope & Slope from the Present</i>	2
3	<i>Ground Arms and Take up Arms</i>	1
4	<i>Fix Bayonets and Unfix Bayonets</i>	1
5	<i>Port from the Slope – Slope from the Port – Port from the Order – Order from the Port</i>	1
6	<i>For inspection – Port Arms – Ease Springs</i>	1
7	<i>Examine from the port – Ease Springs, Port from the examine – Order from the examine</i>	1
8	<i>Trail from the Order – Order from the Trail – Trail from the Slope – Slope from the Trail</i>	1
9	<i>Secure from the Slope – Slope from the Secure</i>	1
10	<i>Secure from the Order – Order from the Secure</i>	1
11	<i>Change arms at the Slope and at the Trail</i>	1
12	<i>Change Arm at the Secure</i>	1
13	<i>Tighten Sling (Sling kas) and Loose Sling – (Sling dheel)</i>	1
14	<i>On-Guard from the Slope – Slope from the On-Guard</i>	1
15	<i>On-Guard from the Order – Order from the On-Guard</i>	1
16	<i>High Port from the ON-Guard, from the Slope and from the Order</i>	1
17	<i>Sling Arms and Shoulder Arms</i>	1
18	<i>Attention – Stand at ease and stand easy with Rifle</i>	1
19	<i>Turning and inclining with Rifle</i>	1
20	<i>Dressing at the order and at the slope</i>	1
21	<i>Dress up (Saj ja), Left dress – Right dress and Centre dress</i>	1
22	<i>Saluting at the halt (Butt Salute) (Front Salute) and at the march and message salute</i>	1
23	<i>Saluting with the Rifle on the march to the right and left</i>	1
24	<i>Marching in quick time with rifle</i>	2
25	<i>Marching in slow time with rifle</i>	1
26	<i>Turnings and diagonal march in slow and quick time</i>	1
27	<i>Marching, Making time and halting in slow and quick time with rifle</i>	1
28	<i>Turnings and Wheeling in slow and quick march with rifle</i>	1
29	<i>Open and close order march in slow and quick time with rifle</i>	1
30	<i>Dismissing, Break off (Swasthan) fall out (Line tor) fall in (Line ban)</i>	1
31	<i>Changing directions at the halt – slow and quick time</i>	2
32	<i>Forming squad at the halt – slow and quick time</i>	2
33	<i>Breaking into slow, quick and double time</i>	1
34	<i>Saluting with rifle, message salute and saluting to the flank</i>	1
35	<i>March at attention, March at stand at ease for route march</i>	1
36	<i>Stepping out – Stepping short in quick time with arms</i>	1
37	<i>Squad in line – Marching off in a single file and reforming in three ranks</i>	1
38	<i>Squad advance in file from line and forming column off threes and lines with rifle</i>	1

39	<i>Squad advance in file from column off threes and forming in line and in column of threes with rifle</i>	1
40	<i>Squad drill with arms</i>	10
	Total number of Periods	59

OD-III Guards and Sentries

S. No.	Subject	Periods
1	<i>Definition, Ceremonial and Tactical Guards – Turning out a Guard fro inspection by day and night</i>	4
2	<i>Tactical Guard</i>	4
3	<i>Post Protection</i>	4
	Total Number of Periods	12

OD-IV. Weapon Training

a) .303 Rifle

S. No.	Subjects	Periods
1	<i>Introduction, Characteristics, Identification and Types – Difference between .303 Rifle and .410 Musket</i>	2
2	<i>Stripping – Names of the Parts and Assembling</i>	2
3	<i>Sight setting</i>	2
4	<i>Care and Cleaning</i>	2
5	<i>Load and Unloading</i>	2
6	<i>Lying position and Hold</i>	2
7	<i>Aiming – I – Range and figure target</i>	2
8	<i>Trigger Control</i>	1
9	<i>Firing a Shot</i>	1
10	<i>Aiming – II – Alteration of sights</i>	1
11	<i>Bolt manipulation</i>	1
	Total Number of Periods	18

b) 9 mm Pistol

S. No	Subjects	Periods
1	<i>Introduction, inspection of Pistol, Safety precautions, Stripping – Names of the Parts and Assembling, Drawing and returning the Pistol</i>	2
2	<i>Care and Cleaning, Load and Unload, Loading of Magazine, unloading the Magazine, Firing positions, Make safe, Stoppages and immediate action</i>	2
	Total Number of Periods	4

c) .380/.455 Revolver

S. No	Subjects	Periods
1	<i>Introduction, inspection of Revolver, Types, Names of the parts, Drawing and returning the Revolver</i>	2

2	<i>Care and Cleaning, Load and Unload, Firing position, difference between Pistol and Revolver</i>	2
	Total Number of Periods	4

d) **H.E.36 Grenade**

S. No	Subjects	Periods
1	<i>Introduction, Characteristics, Stripping – Names of the Parts and Assembling – Striker testing and types</i>	3
2	<i>Ignition sets, place of use, framing and unframing, packing, throwing and lobbing</i>	2
	Total Number of Periods	5

e) **G.F. Rifle and Discharger Cup**

S. No	Subjects	Periods
1	<i>Introduction, description of discharger cup, Name of the parts, use of ballastrite cartridges</i>	2
2	<i>Fixing and unfixing of discharger cup to the G.F. Rifle, Load, Lay position, with out fire unload</i>	3
	Total Number of Periods	5

f) **A.K. – 47 /56 Rifle**

S. No	Subjects	Periods
1	<i>Introduction, Orientation, General data – Characteristics – Limitations</i>	1
2	<i>Stripping – Names of the Parts and Assembling – Care and Cleaning</i>	2
3	<i>Loading and Unloading, firing positions and carrying positions, stoppages and immediate actions</i>	3
	Total Number of Periods	6

g) **9mm Carbine / 9mm Sten**

S. No	Subjects	Periods
1	<i>Introduction, General Characteristics – Description</i>	1
2	<i>Difference between Carbine and Sten</i>	1
3	<i>Stripping – Names of the Parts and Assembling</i>	3
4	<i>Care and Cleaning</i>	1
5	<i>Loading and Unloading</i>	1
6	<i>Carrying Positions – aiming – firing positions</i>	1
7	<i>Stoppages and immediate actions</i>	1
	Total Number of Periods	9

h) **7.62 mm SLR**

S. No	Subjects	Periods
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1	<i>Introduction, Characteristics General Description and data</i>	1
2	<i>Stripping – Names of the Parts and Assembling</i>	2
3	<i>Care and Cleaning</i>	1
4	<i>Load and Unload – Aiming – Holding and Sight setting – Carrying positions</i>	2
5	<i>Firing a Shot – Stoppages and immediate action</i>	2
	Total Number of Periods	8

OD V CROWD CONTROL DRILL & TECHNIQUES

a) Lathi Drill

S. No	Subjects	Periods
1	<i>Short Lathi – Description – Attention, Stand at ease and stand easy</i>	2
2	<i>Turnings and dressing at the halt with lathi</i>	1
3	<i>Marching with Lathi</i>	1
4	<i>Saluting at the halt – Saluting at the march and message salute</i>	1
5	<i>Saluting with a lathi – dismissing of squad at the halt</i>	1
6	<i>Changing direction at the halt and in slow and quick time and forming squad at the halt in slow and quick time</i>	1
7	<i>Lathi class opening – 1 to 4 exercises and closing the class</i>	4
8	<i>Marching – Saluting to the front and message salute – saluting to the flank (Right and left)</i>	2
9	<i>Use of Lathi for Crowd control</i>	8
	Total Number of Periods	21

b) Tear Smoke

S. No	Subjects	Periods
1	<i>Introduction, Types, Effect of Tear Smoke, Grenades, Shells, Federal Riot Gas Gun</i>	2
2	<i>Description of Federal Gas Gun – Truncheon Gun – Use of Grenades and Shells</i>	3
3	<i>Use of Respirator and Gas Drill</i>	2
	Total Number of Periods	7

c) Crowd Control / Mob Operations **20 Periods**

S. No	Subjects	Periods
1	<i>Practical exercises for crowd control/mob operation</i>	20
	Total Number of Periods	20

OD-VI MAP Reading, Field Craft & Explosives

a) Map Reading

S. No	Subjects	Periods
1	<i>Map – Familiarisation and its layout – uses – limitations – Conventional signs</i>	2
2	<i>Directions – Coordinal points – finding the North – Scale</i>	4
3	<i>Relief's and contours – Bearing – Use of Compass and Protractor</i>	5
4	<i>Setting of Map – Finding the own position</i>	4
5	<i>Map references – Nigh Navigation – Sketch Map and Eye Sketch</i>	2
	Total Number of Periods	17

b) Field Craft

S. No	Subjects	Periods
1	<i>Importance, Definition, Qualities of a Field Craft Man</i>	2
2	<i>Ground, Types and Description of ground</i>	2
3	<i>Cover – Types of Covers, Qualities of Cover</i>	2
4	<i>Observation, Methods of Observation – Night observation</i>	2
5	<i>Judging distance – Methods – Under and over estimation of distance – Demonstration</i>	2
6	<i>Camouflage and concealment, How things are seen – Individual Stalking</i>	2
7	<i>Field Signals – Section Formations – Recognition and Indication of Targets</i>	2
	Total Number of Periods	14

c) Explosives

S. No	Subjects	Periods
1	<i>Definition – Types of Explosives and accessories</i>	2
2	<i>Initiation – Charge – Chain of Detonation</i>	2
3	<i>Clamour Mines and Improvised Explosive Devices (IEDs) – Bomb diffusion and disposal, Country made Bombs</i>	2
4	<i>Precaution against explosives</i>	6
	Total Number of Periods	12

OD-VII Traffic Drill

S. No	Subjects	Periods
1	<i>Introduction, definition, types of traffic, engineering and management</i>	1
2	<i>Essentials of traffic – four 'E's, Control of traffic by signals and lighting – signs and marking</i>	1
3	<i>Traffic control devices – elementary requirements of every traffic device</i>	1

4	<i>Road network, intersection and junction – staggering of traffic, types of parking and one ways</i>	1
5	<i>General causes of accidents – thinking distance, breaking distance and overall stopping distance at various speeds</i>	1
6	<i>Traffic signals 1 to 9 (Traffic Drill)</i>	10
	Total Number of Periods	15

OD- VIII Unarmed Combat & Self-defence Techniques

S. No	Subjects	Periods
1	<i>Unarmed Combat & Self-defence Techniques</i>	50
	Total Number of Periods	50

OD-IX Firing Practice

S. No	Subjects	Periods
I.	<i>.303 Rifle Instructional firing and Classification</i>	25
II.	<i>Revolver and Pistol</i>	25
	Total Number of Periods	50

OD- X DRIVING SKILLS

S. No	Subjects	Periods
1	<i>Driving: Theory & Two Wheeler Practical Classes</i>	10
2.	<i>Driving: Theory & Four Wheeler Practical Classes</i>	15
	Total Number of Periods	25

OD-XI PHYSICAL EFFICIENCY TRAINING

S. No	Subjects	Periods
1.	<i>Road Walk and Run</i>	20
2.	<i>PT Table Cards</i>	60
3.	<i>Strengthening Exercises</i>	35
4.	<i>Endurance Exercises</i>	35
5.	<i>Long Distance & Cross Country Running</i>	25
7.	<i>Obstacle Courses</i>	20
	Total Number of Periods	195

Note: 1). The minimum threshold efficiency standard/benchmark to be achieved, in each of the outdoor activity, should be set forth in the beginning of the training itself and trainees informed of the same.

2) Facilities for practice outside the prescribed periods should be available both at Training Institute and Practical Training location to enable trainees, especially the weak ones, to achieve at least the minimum benchmark.

OD-XII Games

1.	<i>Games of choice</i>	After out-door classes every day
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Appendix III

TRAINING SYLLABUS FOR SUB-INSPECTORS

I Republic of India & the Role of Police:

Module I (a): The Indian Constitutional Framework and Indian Polity

S. No.	Topic	No. of Sessions
1	An Introduction to Indian Constitution	1
2	Democratic, Socialistic, Secular & Federal Status of India	2
3	Fundamental Rights, Duties & Directive Principle of the State Policy	3
4	The Executive & the Legislature	2
5	Indian Judicial System: High Courts & Supreme Court	2
6	Rule of Law and Criminal Justice System	2
7	Political Parties – National and Regional	2
8	The Structure of the Republic – the Union and the States	2
9	Group Discussion and Presentation by the Trainees,	3
	Test on items 1-8	3
	Total Numbers of Sessions	22

Note: This subject with all important aspects covered in a prescribed text book is made available to trainees in advance. This is intended to be wrap-up sessions to critically test their comprehension of the essential principles, their interplay, effect on life of the people and police function.

Module I (b) Socio Economic Environment

S.No	Topic	No. of Sessions
1	Individual and Family in Indian Society	2
2	Caste, Community and Class in Indian Society and the State	2
3	Religions and Religious Institutions in India and the State	2
4	Economy in Rural and Urban India and the State	2
5	Economic Policies of the Government & its Implication on Public Life.	2
6	Economic Growth, Entrepreneurship and Economic Globalisation	2
7	Trade Unionism & Industrial Relations.	1
8	The Socio- Economic Profile of Indian Society and the state	2
9	Profile of Communalism, Casteism, Terrorism,	2

	Extremism, Insurgency and the State	
10	Group Discussion and Presentation by the Trainees	3
	Test on item 1-9	2
11	Lectures by Prominent Political Analysts, Sociologist, Economists and Interactive Session	3
	Total No. of Sessions	25
	<i>Progressive Total number of Sessions</i>	47

Module 1 (c) Police Role in Modern India.

S.No.	Topic	No. of Sessions
1	Crime Scenario, History of Crime and Social Structure	2
2	Role of Police in Welfare State	2
3	Maintenance of Public Order, Prevention and Detection of crime	2
4	Internal Security	2
5	Emergence of Terrorism / Extremism, and Insurgency	1
6	Caste and Communal Polarisation	2
7	Criminal Nexus with Different Segments of Establishment/ Public and Police	2
	Test on item 1-7	2
	Total Numbers of Sessions	15
	Progressive Total No. of Sessions	62

Note: On each of the topics at least one case study should be included. The case chosen should be typical, capable of being analysed from all professional parameters. The resource person should, apart from the above, narrate and highlight true cases from him over experience and /or study.

II Administration and Police Organisation.

Module II (a) Administrative Set-up and Central Police Organisations

S.NO	Topic	No. of Sessions
1	The Administrative Set-up of the Union of India.	2
2	The Administrative Set-up of a State/Union Territory.	2
3	The Administrative Set-up of the Division, District & Sub –Divisions.	1
4	Police Set-up in a State (including G.R.P.)	2
5	Relationship between Police Department & other Government Departments at various Administrative Levels.	2
6	Central Police Organisations: Aims and Objectives	1
7	Intelligence Bureau	1
8	Central Bureau of Investigation (Delhi Special Police Establishment) [including NCB – Interpol]	2
9	Bureau of Police Research & Development	1
10	Central Reserve Police Force	1
11	Border Security Force	1
12	Indo Tibetan Border Police	1
13	Railway Protection Force	1
14	Central Industrial Security Force	1
15	Police Training Institutions (SVPNPA, CDTS etc.)	1
16	Central Forensic Science Laboratories and Institutions (including CFPB, ICFS etc.)	1
17	Government Examiners of Questioned Documents	1
18	Directorate of Co-ordination: Police Wireless & Computers	1
19	National Security Guard	1
20	Special Protection Group	1
21	Internal Security Academy	1
22	National Crime Records Bureau	1
23	Indian Armed Forces (including Territorial Army, NCC etc.)	1
24	Armed Forces and Civil Administration	1
25	Civil Defence Set-up in a State	1
	Test on items 1-25	2
	Total Number of Sessions	32
	Progressive Total No. of Sessions	94

Note: 1) The lectures on item no 7-25 may be delivered by the officers invited from the respective organisation.

2) The trainees will also be taught broad principles for deployment of Central Para Military Forces as well as Army in maintenance of Public Order.

Module II (b) Police Organisation in a State / Union Territory

S.No	Topic	No. of
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		Sessions
1	Organisational Set up of the State Police / Union Territory	1
2	Structure & the Role of the Different Levels of Police Set-up.	5
2.1	Police Station: Administration & Management	
2.2	Village Police	
2.3	Sub-Division/Circle	
2.4	District / Commissionerate	
2.5	Range Set-up	
2.6	Reserve Police Lines	
2.7	State Police Headquarters	
3	Organisation & Functions of the Special Units	5
3.1	Intelligence Department / Special Branch	
3.2	Women Police Force	
3.3	Special Armed Police	
3.4	Mounted Police	
3.5	Police Wireless	
3.6	Forensic Science Laboratory	
3.7	Police Transport	
3.8	State Police Computer Set-up	
3.9	Criminal Investigation Department	
3.10	Home Guards	
3.11	Village volunteers / Special Police Officer / Communicates Welfare Organisations	
4	State Police Manual – Important Provisions	10
	Test on items 1 - 4	2
	Total Number of Sessions	23
	Progressive Total Number of Sessions	117

Note: 1. The Special Police Units are only indicative in nature and the lecture may also cover other units of a particular state, which do not find mention here.

2. It is recommended for covering the topics no 3, the officers from the respective institutions may be invited.

3. *The trainees may visit a police station during spare time.*

Module II (c) Police Conduct and Service Matters

S.NO	Topic	No. of Sessions	
1	a	Police Act 1861, 1888, 1949 & Local /City Police Acts	4
	b	Police Forces (Restriction of Rights) Act 1966	1
	c	Police (Incitement to Disaffection) Act 1922	1
2	2.1	Principles of Police conduct	3
	2.2	Behaviour and Etiquette	2

	2.3	Conduct Rules & their Violation	2
	2.4	Discipline and Appeal Rules	2
3.		Rank and Badges, Kit and Clothing, Arms and Ammunition, Equipment	1
4.		Pay and Allowances	3
5.		Transfers and Promotions Policy	
6.		Rewards and Decorations	
7.		Leave Rules	
8.		Medical Facilities and Reimbursement	
9.		Retirement Benefits	
10.		Maintenance of Service Records	
11.		Welfare – Housing, Family, Care etc.	1
		<i>Test on items 1-11</i>	2
		Total Number of Sessions	22
		Progressive Total Number of Sessions	139

III Behaviour and Relationship Management

Module III (a) Human Behaviour

S.No	Topic	No. of Sessions
1	Human Behaviour & Socio Psychological Factors	2
2	Individual Behaviour & Social Psychological Factors	2
3	Self and Self Esteem	1
4	Organisational Theory	1
5	Human Resource and Organisational Development.	2
6	Types of Personality	2
7	Leadership	2
8	Leadership & Decision Making Styles	2
9	Leadership & Empowerment	2
10	Attitude and Temperament	1
11	Individual Ethics and Value System	1
12	Motivation: Personal & Environmental Factors	2
13	Self image: Intra Personal Factors	2
14	Interpersonal Relationship	2
15	Group Dynamics	2
16	Intra & Inter Group Relationships	2
17	Team Building	2
18	Managing Stress and Emotions.	2
19	Creativity & Innovations	2
20	Managing Change in Organisation	2
21	Video films on leadership team building, communication skills etc.	3
22	Group Discussion and Presentation by the Trainees on Psycho-social Dimensions of Individual and Organisation Behaviour	3
	<i>Test on items 1-22</i>	2
	Total Number of sessions	44
	Progressive Total No. of Sessions	183

Module III (b) Relationship Management:

S.No	Topic	No. of Sessions
1	Dynamics of Relationships	2
2	Individual & Personality Factor in Relationship Management	1
3	Importance of Manner and Etiquette in Building Relationship	1
4	Communication as an Effective Tool in Relationship Management	2
5	Managing Intra-departmental Relationships	2
6	Role of Sub –Inspectors in Managing Intra & Inter Personal Relationships	2
7	Image Building & its Importance in Police Functioning	1

8	Group Discussion and Presentation by the trainees	2
9	Role play (Videography and Replay Method)	3
	Test on items 1-7	2
	Total number of sessions	18
	Progressive Total Number of Sessions	201

Module III (c) Relations with Groups and Institutions

S.No	Topic	No. of Sessions
1	Dynamics of Groups and Institutions	2
	Relations and Interaction with	
2	Public	1
3	Women	1
4	Children	1
5	Youth/Students	1
6	Minority	1
7	Industrial Labour	1
8	Agricultural Labour	1
9	Organised & Unorganised Labour Force	1
10	Professional Groups	1
11	Media	1
12	Public Representative	1
13	Business organisations and traders	1
14	Rights activists	1
15	Superior Authorities	1
16	Sub-ordinates	1
17	Peers and Colleagues	1
18	Government Departments	1
19	Non-governmental Organisations	1
20	Corporate Sector (including Public Sector)	1
21	Local Bodies	1
22	Group discussion and Presentation by the Trainees	2
	Test on items 1-21	2
	Total number of sessions	26
	Progressive total number of sessions	227

Module III (d) Police and Human Rights

S.No.	Topic	No. of Sessions
1	Concept and Philosophy of Human Rights	2
2	Human Right Laws and Conventions	2
3	National and State Human Rights Commission	2
4	Guidelines of Human Rights Commission	2
5	Human Rights Violation: Case Studies	2
6	Treatment of Offender Under Custody	2
7	Custodial Violence	2
8	Panel Discussion / Presentation by Trainees	2

	Test on topics 1 – 7	2
	Total Number of Session	18
	Progressive Total Number of Sessions	245

Module III (e) Community Policing

S.No.	Topic	No. of Sessions
1	Concepts of Community Policing	3
2	Police Public Partnership	2
3	Community Policing and Prevention of Crime	2
4	Implementation Strategy	3
5	Survey and Reengineering	2
	<u>Test on topics 1-5</u>	2
	<u>Total number of sessions</u>	14
	<u>Progressive total number of sessions</u>	259

IV LAW:

Module IV (a) Jurisprudence and Legal Concepts

S. No.	Contents	No. of Sessions
1	Definition of Jurisprudence – Meaning of Legal Theory – Concept of Justice – Principles of Natural Justice	2
2	Theories of Justice – Administration of Justice – Civil and Criminal Justice Systems	2
3	Legal Concepts – Mensrea, Burden of Proof, Benefit of Doubt, Evidence and Proof.	2
4	Inquisitorial and Accusatorial Systems of Criminal Justice Administration	2
	Test on topics 1-4	2
	Total Number of Session	10
	Progressive total number of sessions	269

Module IV (b) Indian Penal Code 1860

S. No	Contents	No. of Sessions
1	Introduction to the Indian Penal Code	1
2	Preamble & Sections 1 to 5 (Chapter I)	2
3	General Explanations (Chapter II) Sections 11,14,17, 20 to 28, Sections 33, 34, 39, 40, 44, 46, 52, 52-A	2
4	Of Punishments (Chapter III) Sections 53 & 75	2
5	General Exceptions (Chapter IV) Sections 76 to 106	3
6	Of Abetment (Chapter V) Sections 107 to 109 & 114	2
7	Of Criminal Conspiracy (Chapter VI) Sections 120-A to 120-B	1
	<i>Test on topic nos. 1-7</i>	2
8	Offences against Public Tranquillity (Chapter VIII) Sections 141 to 160	4
9	Of Offences by or Relating to Public Servants (Chapter IX) Sections 161,164,165,165-A, 167, 168,169,170	2
10	Of Offences Relating to Elections	2

	(Chapter IX-A) Sections 171-A to 171-I	
11	Of Contempt of the Lawful Authority of Public Servants (Chapter X) Sections 172 to 190	2
12	Of False Evidence and Offences against Public Servant (Chapter XI) Sections 191 to 193, 201, 211 and 224	2
13	Of Offences affecting the Public Health, Safety, Convenience, Decency and Morals (Chapter XIV) Sections 268, 278, 279, 280, 282, 286, 290, 292, 293, 294, 294-A	2
14	Offences affecting the Human Body (Chapter XVI) – I Sections 299 to 304, 304A, 304B, 307 to 309	4
15	Offences affecting the Human Body (Chapter XVI) - II Sections 319 to 326, 332, 333, 336, 337, 338	3
16	Offences affecting the Human Body (Chapter XVI) – III Sections 339 to 341	1
17	Offences affecting the Human Body (Chapter XVI) – IV Sections 349 to 351, 353, 354	1
18	Offences affecting the Human Body (Chapter XVI) – V Sections 359 to 363 A, 366, 366 A & B	2
19	Offences affecting the Human Body (Chapter XVI) – VI Sections 375, 376A to 376D	1
	<i>Test on topic nos. 8-19</i>	2
20	Offences against Property (Chapter XVII) –I Sections 378 to 382	1
21	Offences against Property (Chapter XVII) –II Sections 383, 384	1
22	Offences against Property (Chapter XVII) –III Sections 390, 391, 392, 394, 396, 399	2
23	Offences against Property (Chapter XVII) –IV Sections 403 to 406, 409	1
24	Offences against Property (Chapter XVII) –V Sections 410 to 414	1
25	Offences against Property	1

	(Chapter XVII) –VI Sections 415 to 417, 420	
26	Offences against Property (Chapter XVII) –VII Sections 425, 426, 429, 435, 436, 441 to 448, 454, 457	2
	<i>Test on topic nos. 20-26</i>	2
27	Offences relating to Documents & Property Marks (Chapter XVIII)-I Sections 463, 464, 466, 467, 468, 470, 471, 472	1
28	Of Offences Relating to Marriage (Chapter XX) Sections 494, 497 and 498	1
29	Of Cruelty by Husband or Relatives of Husband (Chapter XX-A) 498A	2
30	Offences relating to Documents & Property Marks (Chapter XVIII)-I Sections 489-A to 489-E	1
31	Offences of Criminal Intimation (Chapter XXI) Sections 503, 505, 506, 510	1
32	Offences by or relating to Public Servants (Chapter IX) Sections 161 to 171	1
33	Other Miscellaneous Sections-I Offences against State (Chapter VI) Sections 121, 121 A, 122 Of Offences Related to Elections (Chapter IX – A) Sections 171 A – 171 I Offences related to Coin, Currencies & Govt. Stamps (Chapter XII), Sections 230 to 235 Attempts to Commit Offences (Chapter XXIII) Section 511	2
34	Other Miscellaneous Sections-II False Evidence & Offences against Public Justice (Chapters XI), Sections 201, 211, 221, 225A, 225B Offences relating to Religion (Chapter XV), Sections 295, 295A, 298	1
	<i>Test on topic nos. 27-34</i>	2
35	Lecture by an practising professional on overall rationale, implication and significance of various legal provisions of Indian Penal Code	2
	Total Number of Sessions	68
	Progressive total number of sessions	337

Module IV (C) Code of Criminal Procedure 1973

S.NO	Topic	No. of Sessions
1	General Introduction to the Code with emphasis on its main features	2
2	Definitions (Chapter I) Sections 2a to 2y	2
3	Maintenance of Public Order & Tranquillity Unlawful Assemblies (Chapter X-A) Sections 129 to 132	3
4	Public Nuisance (Chapter X-B) Sections 133 to 143	2
5	Cases of nuisance or Apprehended Danger (Chapter X-C) Sections 144	2
6	Dispute as to Immovable Property (Chapter X-D) Sections 145 to 148	2
7	Preventive action by Police Chapter XI Section 149 to 153	2
8	Security for Keeping Peace & Good Behaviour Chapter VIII Sections 106 to 110, 116, 122	3
9	Arrest of persons Chapter V Sections 41 to 60	3
10	Power of Superior Officers of the Police & Aid to the Magistrate & the Police Chapter IV Sections 36, 37 to 40	2
	<i>Test on topic nos. 2-10</i>	2
11	Information to the Police & their Powers to Investigate Chapter XII - I Sections 154, 155	3
12	Chapter XII - 2 Investigation Powers of Police Sections 156 to 159	3
13	Chapter XII - 3 Powers of Police to Examine Witnesses Sections 160 to 164	3
14	Chapter XII – 4 Powers of Police for Search & Related Procedures during Investigation Sections 165 to 167	3
14	Chapter XII - 5 Completion of Investigations & Related Procedures Sections 168 to 173	3
15	Chapter XII - 6 Enquiry of Unnatural Deaths Sections 174 to 176	2

	<i>Test on topic nos. 10 to 15</i>	2
16	Constitution of Criminal Courts & Offices Chapter II Sections 6 to 20, 24, 25	2
17	Powers of Courts Chapter III Sections 26 to 30	1
18	Processes to Compel Appearance Chapter VI - 1 Summons Sections 61 to 69 & 102	2
19	Warrants of Arrest Chapter VI -2 Sections 70 to 81	2
20	Proclamation of Attachment of & other Rules regarding Processes Chapter VI - 3 Sections 82, 83, 87, 89, 90	1
	<i>Test for topic nos. 16 to 20</i>	2
21	Processes to Compel the Production of Things Search Warrants Chapter VII – I Sections 93 & 94	1
22	General Provisions relating to Searches & Miscellaneous Provisions Chapter VII – 2 Sections 99 to 104	3
23	Jurisdiction of Criminal Courts in Inquires and Trials Chapter (XIII) Sections 177 to 189	2
24	Condition requisite for initiating Proceedings Chapter (XIV) Sections 190 to 199	2
25	Mode of inquiry by the Magistrate Chapter XV Section 200 to 203	2
26	Commencement of proceedings before Magistrates Chapter (XVI) Sections 204, 206 to 209	2
27	The Charge Chapter (XVII) Sections 211, 215, to 224	2
28	Trial before a Court of Sessions Chapter (XVIII) Sections 225 to 236	1
29	Trial of Warrant Cases by Magistrate Chapter (XIX) Sections 238 to 250	1
30	Trial of Summons Cases by Magistrate	1

	Chapter (XX) Sections 251 to 259	
31	Evidences in Inquires and Trials Chapter (XXIII) Sections 273, 274, 275, 280, 284, 291, 293, 294, 298 and 299	1
32	General Provisions as to Inquires and Trials Chapter (XXIV) Sections 301, 306 to 311, 313, 315, 319 to 323	2
33	Provisions as to offences affecting Administration of Justice Chapter (XXVI) Sections 304 R/W 195, 344 and 350	1
34	Appeals Chapter (XXIX) Sections 377, 378 and 384	1
35	Reference and Revision Chapter (XXX) Sections 397, 399, 401	1
36	Execution, Suspension, Remission & Commutation of Sentences Chapter (XXXII) Sections 432	1
37	Provisions as to Bail and Bonds Chapter XXXIII Sections 436 to 439	2
38	Limitations for Taking Cognisance of certain Offences Chapter (XXXVI) Sections 468 to 473	1
39	Miscellaneous Chapter (XXXVI) Section 482	2
40	Classification of Offences Schedule- I	1
	<i>Test on topic nos. 21 to 40</i>	2
41	Lecture by a practising professional on various implications and significance of provisions of Code of Criminal Procedure	2
	Total number of sessions	88
	Progressive total number of sessions	425

Module IV (d) Indian Evidence Act 1872

S.NO	Contents	No of Sessions
1	Introduction to the Indian Evidence Act Chapter 1 Section I	1
2	Definitions of key words Chapter I	2

	Sections 3 & 4	
3	Of Relevancy of Facts Chapter II-1 Sections 5 to 11, 14 & 15	2
4	Admissions Chapter II-2 Section 17,24-30	3
5	Dying Declaration Chapter II-3 Section 32	2
6	Statements Made under Special Circumstances Chapter II-4 Sections 34 &35	1
7	Relevancy of Judgements Chapter II-6 Sections 40 to 43	1
8	Opinions of Third Persons Chapter II-7 Sections 45 to 50	2
9	Character when Relevant Chapter II-8 Sections 52 to 54	1
10	Facts Which Need Not Be Proved Chapter III Sections 56 to 58	1
11	Oral Evidence Chapter IV Sections 59 & 60 61, 63,101	2
12	Documentary Evidence Chapter V Sections 61 to 64, 101	2
13	Of The Burden Of Proof Chapter VII Sections 101 to 108	2
14	Of Witnesses Chapter IX Sections 118, 119, 123 to 125	2
15	Examination of Witnesses Chapter X Sections 137, 145,159	2
	<i>Test on topic nos. 1 to 9</i>	2
	Total number of sessions	28
	Progressive Total Number of Sessions	453

Module IV (e) Special and Local Laws

S.No	Topic	No of Sessions
1	Introduction to Minor Acts (Object, Purpose and Scope)	2
2	Police Act, 1861	2

3	Unlawful Activities (Prevention) Act, 1967	1
4	Prevention of Damage to Pubic Property Act 1984	1
5	Public Gambling Act, 1967	1
6	Immoral Traffic (Prevention) Act, 1988	2
7	Indecent Representation of Women (Prohibition) Act, 1986	1
8	Motor Vehicle Act, 1988	2
9	Protection of Civil Rights Act, 1955	2
10	Schedule Castes and Schedule Tribes (Prevention of Atrocities) Act, 1989	2
11	Arms Act 1959	2
12	Explosive Substances Act, 1908	1
13	The Explosives Act, 1884	1
14	Dowry Prohibition Act, 1961	1
15	Narcotics Drugs and Psychotropic substances Act, 1985	2
16	The Mental Health Act, 1987	1
17	Essential Commodities Act, 1955	1
18	Children Act, 1960	1
19	Criminal Law Amendment Act,	1
20	Indian Railways Act, 1890	1
21	Habitual Offenders Act,	1
22	Railways Property (Unlawful possession) Act, 1966	1
23	Identification of Prisoners Act, 1920	1
24	Wild Life (Protection) Act, 1972	2
25	Contempt of Courts Act, 1971	1
26	Juvenile Justice Act, 1986	1
27	Probation of Offenders Act, 1958	1
28	Representation of people Act, 1951	1
29	Prevention of Corruption Act, 1988	2
30	Consumer Protection Act, 1986	1
31	Special and Local Laws of the States	8
	<i>Test on Topics 1-31</i>	2
	Total Number of Sessions	50
	Progressive Total Number of Session	503
Note: Only important and relevant sections for the functioning of sub -inspector / SHO will be taught.		

Module V Criminology:

S. No.	Topic	No. of Sessions
1	Concepts of Criminology	1
2	Criminological Factors	1
	2.1 Psychological	2
	2.2 Sociological	2
	2.3 Economic	2
	2.4 Political	2
	2.5 Religious	2
3	Deviance & Delinquency	2
	3.1 Individual deviance	2
	3.2 Collective Deviance – Organised Defiance of Authority – Organised Crime, Gangsterism.	2
	3.3 Collective Defiance of Authority and Rules	2
	3.4 Juvenile Delinquency	2
	3.5 Professional Criminals	2
	3.6 Social Vices (Gambling, Alcoholism, Drug-abuse and Prostitution)	2
4	Emerging Trends in Crime	2
5	Penology	1
	5.1 Concept of Penology	1
	5.2 Provisions for Punishment including Imprisonment	2
	5.3 Measures for Correction & Reform of Criminals	2
	5.4 Provisions for Parole, Probation & Corrective Institutions	2
	5.5 Recidivism & Measures to Discourage the same	2
6	Victimology	
	6.1 Concept and Objective	1
	6.2 Criminal Justice System & Criminals	2
	6.3 Co-ordination, Co-operation with Government & Non-Government Institutions & Groups Engaged in Social Reforms	1
	Total number of sessions	42
	Progressive Total Number of Sessions	545

VI CRIME PREVENTION

Module VI (a) Beats and Patrol

S. No.	Contents	No. of Sessions
1.	Concepts of Prevention of Crime – Methods and Strategies	2
2.	Involvement of community – Neighbourhood policing	2
3.	Beat system in Urban and Rural Areas	2
4.	Crime Beats- Patrol & Pickets, Planning, Deployment & Supervision	2
5.	L & O Beats- Patrol & Pickets, Planning, Deployment & Supervision	2
6.	Traffic Beats- Patrol & Pickets, Planning, Deployment & Supervision	2
	Test on topics No.1-6	1
	TOTAL NUMBER OF SESSIONS	10
	Progressive Total Number of Sessions	555

VI (b) Surveillance & Collection of Intelligence

S. No.	Contents	No. of Sessions
1.	Surveillance – Purpose & Objects	2
2.	Techniques of Surveillance	2
3.	Surveillance & Check on Property Offenders	2
4.	Surveillance & Check on Anti-social Elements	2
5.	Surveillance on Suspects & Foreigners	2
6.	Surveillance Equipment: An Introduction	2
7.	Collection of Intelligence – Act & Crafts	2
8.	Intelligence on Property Offenders	2
9.	Intelligence on Anti-social Elements	2
	Test on topics No. 1-9	2
	TOTAL NUMBER OF SESSIONS	20
	Progressive Total Number of Sessions	575

VI (c) Crime & Police Records

S. No.	Contents	No. of Sessions
1.	Importance of Crime Records	2
2.	Types of Crime Records	3
3.	Analysis & Use of Records in Crime Prevention & Detection	2
4.	Records of Law pertaining to Public Order and Traffic	3
5.	Computerisation of Crime Records and its Importance	8
	Test on topics No.1	2
	TOTAL NUMBER OF SESSIONS	20
	Progressive Total Number of Sessions	595

Note: These topics will be covered with reference to records prescribed in State Police Manual.

VII PUBLIC ORDER: SECURITY & TRAFFIC

Module VII (a) Maintenance of Law & Order

S. No.	Topics	No. of Sessions
1.	Importance of Law and Order & Preservation of Peace	2
2.	Identification of L&O Requirement in PS limits	2
3.	Collection and Analysis of Information on Sensitive and Trouble Prone Areas and Anti-social Elements	2
4.	Role of Beats and Patrol & Pickets in Maintenance of Law and Order	2
5.	Analysis of Crowd Behaviour & Response Strategies	2
6.	Use of Force	5
7.	Bandobast for Large Gathering	2
8.	Bandobast for Bunds, Hartal and rallies	2
9.	Dealing with Factionists	2
10.	Dealing with Industrial Unrest	2
11.	Control of Violent Agitations – Unlawful Assemblies	2
12.	Violent Agitations leading to Police Firing	2
13.	Dealing with Bombs and Explosives	2
14.	VIP Bandobast	2
15.	Elections	2
16.	Caste/ Communal Riots	2
17.	Deployment Techniques	2
18.	Optimisation of Resources	2
19.	Preventive and Detention Powers Under Various Laws	2
20.	Dealing with Crowds and Groups	1
21.	Combating Terrorism and Insurgency	2
22.	Combating Mafias and Organised Criminals	2
23.	Analysis and use of Records	2
24.	Public Partnership in Maintenance of Law & Order	2
25.	Relevant Provisions of State Police Manual & Local Acts	3
26.	Group Discussion	2
	<i>Test on items for 1-22</i>	2
	Total Number of Session	57
	Progressive Total Number of Sessions	652

Module VII (b) Traffic Regulation and Management

S. No.	Topics	No. of Sessions
1.	Traffic Rules, Regulation and Enforcement	2
2.	Signs and Signals, Traffic Drill	2
3.	Traffic Engineering – (Crossing, Island, Signals)	2
4.	Strategies for regulation (Normal hours, Peak hours, One Way, Enforcement etc.)	2
5.	Managing Traffic Jams	2
6.	Highway Patrolling and Managing Highway Congestion	3
7.	Liaison with Local Bodies	1
8.	Traffic Education	1
9.	Traffic Warden & Public Partnership	2

10.	Powers for Enforcement	2
11.	Insurance & Compensation	2
12.	Traffic Beat and Deployments	1
13.	Relevant Provisions of M V Act & Local Acts	2
	<i>Test on items for 1-13</i>	2
	Total Number of Session	26
	Progressive Total Number of Sessions	678

VII (c) Security & Protective Duties

S. No.	Topics	No. of Sessions
1.	Need & Importance of Security of persons & Establishment	
2.	Assessment of Threat Perception	2
3.	Security and Guard Duties	2
4.	Type of Guard Duties: With special response to extremist/insurgency affected area	3
5.	Protection of threatened personal	2
6.	Escorts and Protection of Convoys	2
7.	Planning and Deployment for Security Duties	2
8.	Safeguarding Vital Installations	2
9.	Laws with regards to Foreigners and Espionage	2
10.	Protection of Information & Documents	1
11.	VIP Security	2
	<i>Test on topics No. 1 to9</i>	2
	TOTAL NUMBER OF SESSIONS	22
	Progressive Total Number of Sessions	700
<i>Note: The trainees will also be told of the various relevant provisions of their State Police Manual related to the above duties.</i>		

VII (d) Relief & Disaster Management

S. No.	Topics	No. of Sessions
1.	Emergencies- Cyclone, Flood, Earthquakes	1
2.	Response and strategies	2
3.	Road, Rail, Air Accidents & Police	1
4.	Evacuation, Fire fighting	1
5.	Co-ordination with other Departments	1
6.	Provision of Relief and essential Services	1
	<i>Test on topics No. 1-6</i>	1
	TOTAL NUMBER OF SESSIONS	8
	Progressive Total Number of Sessions	708

VIII INVESTIGATION AND TRIAL – METHODS & SKILLS

VIII (a) Investigation

S. No.	Topics	No. of Sessions
1	Role of Sub-Inspector's/SHO's in Investigation of Cases	2
2	Registration of FIR and its Importance	3

3	Scene of Crime & its Preservation	3
4	Collection of Evidences & Securing help of Experts	3
5	Search and Seizure and Recovery of Property	2
6	Examination of Witnesses & Recording of Statements	2
7	Interrogation of Suspects & Accused	2
8	Arrest of Accused, Remand and Bail Provisions	2
9	Identification Parade & its Importance	2
10	Enquiries and Co-ordination with other Police Stations	2
11	Investigation of Offences against Body	2
12	Investigation of Offences against Property	2
13	Investigation of Roads Accidents	1
14	Investigation of White Collar Crime	2
15	Investigation of Offences Relating to Documents and Coins	2
	Test on topics No. 1 to 15	2
	TOTAL NUMBER OF SESSIONS	34
	Progressive Total Number of Sessions	742
Note: The trainees will also be told of the various relevant provisions of their State Police Manual related to the above duties.		

VIII (b). Scientific Aids & Methods of Investigation

i) Forensic Science

S. No.	Topics	No. of Sessions
1.	Importance of Forensic Science in Investigation of Cases	2
2.	Scope & Possibilities of Forensic Science	2
3.	Preservation & Examination on Scene & Crime: Principles & Possibilities	2
4.	Collection of Physical Evidence	2
5.	Finger Prints	2
6.	Palm Prints	1
7.	Foot Prints	1
8.	Identification use and Examination of Hair, Fibres, Diatoms, Pollen, Leaves, Seeds etc.	2
9.	Identification use & Examination of Blood, Bloodstains, Tissues, Bones & Saliva etc	2
10.	Soil, Dirt & Dust	2
11.	Glass, Paint, Chips, Sneers	2
12.	Liquor, Toddy, Narcotics, Psychotropic substance, Plant & Plant Production	2
13.	Petrol, Diesel, Cosmetics, Cement, Explosive Material, Fire Residue, Residues of Explosion	2
14.	Skull, Skin, & Tissue Photographs	2
15.	Fire Arms, Cartridges, Bullets, Pellets/Wads and other Materials affected by firing	2
16.	Poison & Poisonous Substance, Alcohol	2
17.	Handwriting, Erasers/ obliteration, Alteration, Overwriting, Secret Writing, Type Writing, Stamp Impression, Carbon Copies, Xerox Copies etc.	2
18.	Identification of Bodies	2

19.	Gadgets- Computerised Polygraph, Scanning Electron Microscope (SEM), Gas Chromatograph Coupled with Mass Spectrum (GCMS), Universal Testing machine (UTN), High Pressure liquid Chromatograph (HPLC), Fourier Transform Infrared Spectrometer (FTIR), High Performance Thin Layer Chromatograph (HPTLC), Computerised Voices Stress Analyser (CVSA), Digital Image Processing System (DIPS) etc.	3
20.	Skid mark & Tyre Marks	2
	<i>Test on topics No. 1 to 20</i>	2
	TOTAL NUMBER OF SESSIONS	41
	Progressive Total Number of Sessions	783

ii) Forensic Medicine

<i>S. No.</i>	<i>Topics</i>	<i>No. of Sessions</i>
1	Scope & Importance of Forensic Medicine	2
2	Scene of crime & Collection of Medical legal Evidence	2
2	Medico Legal aspect Homicide, Suicide & Accident	2
3	Asphyxia death by hanging, Throttling, suffocation, Drowning	2
4	Cause of Death	2
5	Estimation Time of death	2
6	Classification of Wounds	2
7	Medico Legal aspect of Sexual Offences	2
8	Medico Legal aspect of poison in chemicals	2
9	Medico Legal aspect of Death/ Injury due to Fire Arms	1
10	Medico legal aspect of Death / Injury due to Traffic accident	1
	<i>Test on topics No. 1-10</i>	2
	TOTAL NUMBER OF SESSIONS	22
	Progressive Total Number of Sessions	805

VIII (c) Trial of Cases and Court Management

S. No.	Topics	No. of Sessions
1	Importance of Trial of Cases	2
2	Type of Courts and Court Procedures	2
3	Charge Sheet	2
4	Court Calendar Number	1
5	Call Work & Adjournments	1
6	Production of Witnesses	1
7	Remand Report of Accused requisition for identification apparent	2
8	Co-ordination with Prosecution Service	1
9	Service of Summons and Execution of Warrants	1
10	Review of Pending Trial cases	2
11	Judgement and Judgement Copies	1
12	Appeal & Appeal Procedure	2
	Test on topics No. 1-12	2
	TOTAL NUMBER OF SESSIONS	20
	Progressive Total Number of Sessions	825

VIII (d) Computer Appreciation and Introduction to other Office Automation Devices

S. No.	Contents	No. of Sessions
1.	Introduction to Computers, Office Automation and Communication Equipment & their importance in Police Functioning	1
2.	Use of Computers by Individuals & Organisations	1
3.	Hardware, Systems and Software: An Introduction	1
4.	Hardware: CPU, KEY BOARD, ROM, RAM, FLOPPY Drive, Zip drive, CD Drive, DVD drive Etc.	1
5.	Hardware: Storage Devices, Hard Disk, Floppy, Zip, CD, DVD, etc.	1
6.	Software: Operating Systems and Data Base Management Systems: An Introduction	1
7.	Software: Office Automation Software Packages	2
8.	Communications & Networking: Telephones, Cellular Telephones, Wireless, Modem, Internet, e-mail etc.	3
9.	Introduction to other Office Automation Equipment (e.g. Fax, Photocopying etc.) and their Use	2
	Test on topic nos. 1-9	2
	TOTAL NUMBER OF SESSIONS	15
	Progressive Total Number of Sessions	840

Note: The teaching of this module should commence from the beginning of the training.

VII: Field and Operational Training Module

S. No.	Tasks	No. of
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		Days
1.	Familiarisation with Daily Routine of Police Station	1
2.	Familiarisation with Records of Police Station and Entries	2
3.	Day Beat / Patrol Duty / Planning & Organisation of Beats	2
4.	Night Beat / Patrol Duty	10 nights*
5.	Service of Summons and Warrants & Maintain Process of Registration / Visit to DCRB	1
6.	Village / Location Visits / Village	2
7.	Check of Criminals and Anti-social Elements /Maintenance or Records / Documentation	2
8.	Maintenance of Records (Manual and through Computers)	2
9.	Traffic Duty / Enforcement	2
10.	Local Enquiries & Verification	2
11.	Visits to Scene of Crime / Collection of Physical Evidence Registration of Cases and follow up	2
12.	Registration of Cases and follow up	2
13.	Accompanying and Assisting I.O. for Investigation	1
14.	Search and Seizure Recovery & Documentation	2
15.	Vehicle checking, Cordon and Search Operation	2
16.	Organising Serving Duties / Post Protection	1
17.	Guards, Escort, PSO etc.	1
18.	Court Duty and attachment to prosecution	3
19.	Taking Injured to the Hospital and Follow up	1
20.	Reception and Call / Radio Messages	2
21.	Collection of Intelligence	2
22.	Duties in Patrol Vehicles	2
23.	Bandobast Duty / Bandobast Schemes	2
24.	Community Interface / Community Activities	2
25.	Visits to NGO Institutions	1
26.	Attachment to an SHO	6
	TOTAL NUMBER OF DAYS	48

Note: - **1)** Each one of the above should be gone through preceded by a proper briefing, discussion and clarity achieved on the function. The trainee should carry material on the subject already provided; refer it in the course of practical training.

2) There should be report on each candidate after the exercise, in a given pro forma, which should be evaluated and result intimated to the candidate immediately

**INSTITUTIONAL TRAINING
Phase II**

**VIII (a) Case Studies and Simulation Exercises
(With Reference to Landmark Judgement)**

S. No.	Contents	No. of Sessions
Case Studies		
1.	Offences against Body	6
2.	Offences against Property	4
3.	Offences against Documents	2
4.	Offences of Conspiracy	4
5.	Offences relating Public Order	6
6.	Offences of Road Accidents	4
C. Simulation Exercise		
7.	Fatal Road accident	2
8.	<i>Dacoits / Robberies</i>	2
9.	Murder	2
10.	Bride Burning	2
Role Play		
11.	Complainant to Police Station	2
12.	Interrogation of Accused	2
13.	Questioning of Witnesses	2
14.	Defiance to Police Authority	2
15.	Visit of Senior Officers	2
16.	Deposition of Evidence	2
17.	Negotiation with agitators	2
18.	LANDMARK JUDGEMENTS OF SUPREME COURT (Dealing with Constitution of India, IPC, CrPC, Evidence Act etc) Self studying & Discussion Method	20
TOTAL NUMBER OF SESSIONS		68

Note: 1) *The scope and purpose of the exercise on each should be scripted in advance and known to the trainees to derive fullest benefit. The trainee should carry with him and refer to the material on the subject already made available to him in the training institution.*

VIII (b). DUTIES OF SUB-INSPECTORS – EXPERIENCE SHARING

S. No.	Contents	No. Of Sessions
1.	Sharing of Experience on Preventive Measures	3
2.	Sharing of Experience on Detection of Crime	3
3.	Sharing Experience on Public Order	3
4.	Sharing of Experience on Traffic Regulation and Enforcement	3
5.	Sharing of Experience on Court Duties	3
6.	Sharing Experience on Work of PS and Use of Resources	3
7.	Sharing Experience on Use of Records	4

	TOTAL NUMBER OF SESSIONS	22
	Progressive Total Number of Sessions	90

Note: 1) The scope and purpose of the exercise on each should be scripted in advance and known to the trainees to derive fullest benefit. The trainee should carry with him and refer to the material on the subject already made available to him in the training institution.

VIII (c) First Aid, Emergency & Fire Fighting

S. No.	Contents	No. Of Sessions
1.	First Aid & its importance	1
2.	Fractures, wounds, bruises, contusions and abrasions types of dressing, bandaging etc.	2
3.	Artificial respiration in case of drowning/hanging	2
4.	Administration of first aid in cases of poisoning/snake bite	1
5.	Administration of first aid in case of burns	1
6.	Rescue & Administration of first aid in out break of fire	1
7.	Rescue and Administration of first aid during floods, cyclones, earthquakes and other natural disasters	3
8.	Administration of first aid to the victims of seizures/ fits	1
9.	Administration of first aid to the victims of electrocution	1
10.	Practical Demonstration (Each of the above lectures from S. No 2 to 9, delivered by trained Medical officers, will be followed by practical demonstration and practice sessions by trainees. 20 additional periods have been earmarked for this purpose)	20
	Test on topics No. 1 to 9	3
	TOTAL NUMBER OF SESSIONS	36
	Progressive Total Number of Sessions	126

Note: If necessary, the class may be broken into smaller groups during practical demonstration.

VIII (d) PROBLEM SOLVING EXERCISES & DISCUSSIONS – Major Acts / Minor Acts

S. No.	Contents	No. Of Sessions
1.	Problem Solving relating to FIR	4
2.	Problem Solving relating to Arrests, Bail and Remands	4
3.	Problem Solving relating to Search, Seizure & Recovery	4
4.	Problem Solving relating to Charge- Sheets	3
4.	Problem Solving relating to Trial (Expediting Trial)	3
5.	Problem Solving relating to Optimising Resources	2
6.	Problem Solving relating to Enforcement against Social Vices	2
7.	Problem Solving relating to working under influence and Pressures	2
8.	Problem Solving relating to cases of Rape	3

9.	Problem Solving relating to cases of Murder	3
10.	Problem Solving relating to cases of Rioting & Arsons	2
11.	Problem Solving relating to cases of Fraud	2
12.	Problem Solving relating to cases of Cheating	2
	TOTAL NUMBER OF SESSIONS	36
	Progressive Total Number of Sessions	162

Note: 1). The scope and purpose of the exercise on each should be scripted in advance and known to the trainees to derive fullest benefit. The trainee should carry with him and refer to the material on the subject already made available to him in the training institution.

2) The topics are only indicative. The trainer may include problems on other relevant topics also.

VIII (e) Written Communication

S. No.	Contents	No. Of Sessions
1.	Introducing Ingredients of Offence Communications	
2	Practical Exercises to write an Observation Report of a scene of offence etc.,	2
3.	Practice of report writing in case a traffic accident	2
4.	Practice of writing details in the Beat Book	2
5.	Writing report on arrest and seizures	2
6.	Writing a punchnama for seizures of property	2
7.	Writing FIR on a oral compliant in case of decoity and murder case	4
8.	Writing a special report on seizure of arms and explosives from strangers	2
9.	Recording a confessional statement of an accused	2
10.	Recording a dying declaration	2
11.	Writing report on arrest of a dangerous lunatic	2
12.	Writing report on information gathered about the area criminals	2
13.	Report of information gathered about movement of extremists in the area	2
14.	Report on information gathered about plans for agitation/ demonstration by different groups	2
15.	Practice for recording information about a dangerous rowdy in General Diary	2
16.	Importance of Written Communication- An Introduction	2
17.	Techniques of effective written Communication	2
18.	Report for Detention	2
19.	Report for Regulatory Order	2
20.	Report for Externment	1
21.	Report Under Security Sections	2
22	Entries in History Sheets	1
23	Drafting Radio Messages on Crime, Law and Order	2
24	Drafting Special Branch Reports	2
25	Drafting of Charge-sheet	2

	TOTAL NUMBER OF SESSIONS	48
	Progressive Total Number of Sessions	210

VIII (f) Verbal Communication

S. No.	Contents	No. Of Sessions
1.	Effective Verbal Communication - Importance	1
2.	Techniques of Effective Communication	3
3.	Observation & Narration	2
4.	Extempore Speech	6
5.	Prepared Speech	4
6.	Debates	4
7.	Declamation on famous Speeches	4
8.	Recitation	2
9.	Group Discussions	2
	TOTAL NUMBER OF SESSIONS	28
	Progressive Total Number of Sessions	238

Note: (i) In the above module it would be appropriate if head of the institution and a communication expert also participate as an observer & enrich the quality of discussion and gives feed back to trainees on expressions, body language etc. Mere memorisation and mechanical re-production should be discouraged.

(ii) In order to provide opportunities to every trainee class may be broken into smaller groups.

VIII (g) Word Processing, Spreadsheet and Database Management

S. No.	Contents	No. Of Sessions
1.	Introduction to Word Processor like MS Word/Lotus SmartSuite	2
2.	Installation, Menu, Toolbars, Ruler, Scroll Bar, Status Bars etc.	2
3.	Creating, Saving, Importing, Exporting and Inserting Files, Saving Files with hands on Activity	3
4.	Formatting Pages, Paragraphs and Sections with hands on activity	2
5.	Using Tabs, Tabs and Tables, Tabs and Dot Leaders with hands on activity	2
6.	Creating Lists and Numbering Headings with hands on activity	1
7.	Styles, Fonts and Fonts sizes with hands on activity	1
8.	Editing Text with hands on activity	3
9.	Positioning and viewing Text with hands on activity	1
10.	Intends and out dents with hands on activity	1
11.	Finding and Replacing Text with hands on activity	1
12.	Inserting Page Breaks, Page Numbers, Book Marks, Symbols and Dates with hands on activity	2
13.	Headers, footer, Footnotes with hands on activity	1

14.	Working with Frames and Columns with hands on activity	1
16.	Working with Forms with hands on activity	1
17.	Working with tools with hands on activity	2
18.	Page set up and Printing with hands on activity	3
19.	Spreadsheet: An overview and Introduction to packages like MS Excel, Lotus 123	2
20.	Worksheet and Workbook: Rows, Columns, Cells, Sheets, Entering texts, Numbers and editing with hands on activity	3
21.	Creating Worksheets and Workbooks with hands on activity	3
22.	Opening and Saving Worksheets and work books with hands on activity	2
23.	Use of Simple Formulas, Mathematical functions etc. with hands on activity	3
24.	Formatting numbers, Text, Worksheet and Sorting Data with hands on activity	3
25.	Working with charts and graphs with hands on activity and export, import from other applications	3
26.	Printing of Worksheet and Workbooks with hands on activity	2
27.	Database packages: An introduction (MS Access / Lotus Smart suit approach)	2
28.	The main elements of database	2
29.	Database window, table, fonts, reports, queries: An introduction	2
30.	Creating and designing a table, making data entry and working with table, data sheet with hands on activity	3
31.	Designing a form, navigation of data, filtering and sorting of records etc with hands on activity	2
32.	Designing a query, updating and modifying query database with hands on experience	2
33.	Designing and preparing a report and printing with hands on experience	3
34.	Relational database: An introduction	2
35.	Creating relationship in database packages with hands on experience	3
36.	Introduction to Internet and E-mail with hands on experience	4
37.	NCRB , Crime & Criminal Information System	25
	TOTAL NUMBER OF SESSIONS	100
	Progressive Total Number of Sessions	338
<i>Note: In the above module it would be appropriate if trainees are given free access to computers after the theory class and trainers are available to them for on the spot guidance.</i>		

VIII (h) Field Skills: Photography and Police Communications

S. No.	Contents	No. Of Sessions
1.	Application of Still & Video Photography in Police Work: An Overview	2

2.	Still Photography: Cameras & Basic Principles	4
3.	Video Photography: Video Camera & Basics of Videography.	5
4.	Police Wireless Communication: An Overview	2
5.	Radio Telephony: Its Use in day to day Police Functioning	1
6.	Radio Telephony Procedures & Use of Wireless Sets	2
7.	Radio Procedures: Message Writing, Classification of Messages etc.	2
8.	Radio Communication, Police Mobiles & Police Control Room	2
9.	Modern Trends in Communication	2
	TOTAL NUMBER OF SESSIONS	22
	Progressive Total Number of Sessions	360
<p><i>Note: The trainees may be provided equipment and opportunity to practice these skills after class hours.</i></p>		

OUT DOOR TRAINING MODULE

OD-I. DRILL WITHOUT ARMS

S. No.	Subject	Periods
1	<i>Attention – Stand at ease and stand easy</i>	3
2	<i>Turning and inclining at the halt</i>	3
3	<i>Dressing</i>	1
4	<i>Forming up in three ranks</i>	1
5	<i>Numbering and proving</i>	1
6	<i>Open and Close order at the halt</i>	1
7	<i>Dismissing and falling out – sizing</i>	1
8	<i>Getting on Parade – Length of pace and time of reaching</i>	2
9	<i>Formation of Squad with intervals</i>	1
10	<i>Marching in quick time and halt</i>	1
11	<i>Side pace – Paces forward and to the rear</i>	1
12	<i>Marching in slow and at the halt</i>	3
13	<i>Wheeling, Turnings and diagonal march in slow time</i>	1
14	<i>Marking time forward and halt at the slow time</i>	1
15	<i>Marking time forward and halt at the quick and double time</i>	2
16	<i>Changing step in slow and quick time</i>	1
17	<i>Marching, Making time and halting in double time</i>	1
18	<i>Breaking into slow, quick and double time</i>	1
19	<i>Marching in line in slow time – Wheeling in line in slow time</i>	1
20	<i>Change Direction by forming at the halt – and on the march in slow time</i>	1
21	<i>Change direction by forming at the halt and on the march in quick time</i>	1
22	<i>Forming squad at the halt and on the march in slow time</i>	2
23	<i>Forming squad on the march in quick time</i>	2
24	<i>Marching off in single file and reforming three ranks</i>	1
25	<i>Forming two ranks from three ranks</i>	1
26	<i>Forming three ranks from two ranks</i>	1
27	<i>Marching in slow time and turnings</i>	1
28	<i>Marching in quick time and turnings</i>	1
29	<i>Stepping out and stepping short in quick time</i>	1
30	<i>Wheeling, turnings and diagonal march in quick time</i>	2
31	<i>Saluting at the halt – Saluting to the front and message Salute</i>	2
32	<i>Saluting to the flank – to the right and left</i>	2
Total number of Periods		45

OD-II. ARMS DRILL

S.No.	Subject	Periods
1	<i>Slope from the Order & Order from the Slope</i>	2
2	<i>Present from the Slope & Slope from the Present</i>	2
3	<i>Ground Arms and Take up Arms</i>	1
4	<i>Fix Bayonets and Unfix Bayonets</i>	1

5	<i>Port from the Slope – Slope from the Port – Port from the Order – Order from the Port</i>	1
6	<i>For inspection – Port Arms – Ease Springs</i>	1
7	<i>Examine from the port – Ease Springs, Port from the examine – Order from the examine</i>	1
8	<i>Trail from the Order – Order from the Trail – Trail from the Slope – Slope from the Trail</i>	1
9	<i>Secure from the Slope – Slope from the Secure</i>	1
10	<i>Secure from the Order – Order from the Secure</i>	1
11	<i>Change arms at the Slope and at the Trail</i>	1
12	<i>Change Arm at the Secure</i>	1
13	<i>Tighten Sling (Sling kas) and Loose Sling – (Sling dheel)</i>	1
14	<i>On-Guard from the Slope – Slope from the On-Guard</i>	1
15	<i>On-Guard from the Order – Order from the On-Guard</i>	1
16	<i>High Port from the ON-Guard, from the Slope and from the Order</i>	1
17	<i>Sling Arms and Shoulder Arms</i>	1
18	<i>Attention – Stand at ease and stand easy with Rifle</i>	1
19	<i>Turning and inclining with Rifle</i>	1
20	<i>Dressing at the order and at the slope</i>	1
21	<i>Dress up (Saj ja), Left dress – Right dress and Centre dress</i>	1
22	<i>Saluting at the halt (Butt Salute) (Front Salute) and at the march and message salute</i>	1
23	<i>Saluting with the Rifle on the march to the right and left</i>	1
24	<i>Marching in quick time with rifle</i>	2
25	<i>Marching in slow time with rifle</i>	1
26	<i>Turnings and diagonal march in slow and quick time</i>	1
27	<i>Marching, Making time and halting in slow and quick time with rifle</i>	1
28	<i>Turnings and Wheeling in slow and quick march with rifle</i>	1
29	<i>Open and close order march in slow and quick time with rifle</i>	1
30	<i>Dismissing, Break off (Swasthan) fall out (Line tor) fall in (Line ban)</i>	1
31	<i>Changing directions at the halt – slow and quick time</i>	2
32	<i>Forming squad at the halt – slow and quick time</i>	3
33	<i>Breaking into slow, quick and double time</i>	1
34	<i>Saluting with rifle, message salute and saluting to the flank</i>	1
35	<i>March at attention, March at stand at ease for route march</i>	1
36	<i>Stepping out – Stepping short in quick time with arms</i>	1
37	<i>Squad in line – Marching off in a single file and reforming in three ranks</i>	1
38	<i>Squad advance in file from line and forming column off threes and lines with rifle</i>	1
39	<i>Squad advance in file from column off threes and forming in line and in column of threes with rifle</i>	1
40	<i>Squad drill with arms</i>	10
	Total number of Periods	55

	Progressive total number of Periods	100
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OD-III Guards and Sentries

S.No.	Subject	Periods
1	<i>Definition, Ceremonial and Tactical Guards – Turning out a Guard from inspection by day and night</i>	4
2	<i>Tactical Guard</i>	4
3	<i>Post Protection</i>	4
	Total Number of Periods	12
	Progressive total number of Periods	112

OD-IV. Weapon Training

a) .303 Rifle

S. No.	Subjects	Periods
1	<i>Introduction, Characteristics, Identification and Types – Difference between .303 Rifle and .410 Musket</i>	2
2	<i>Stripping – Names of the Parts and Assembling</i>	2
3	<i>Sight setting</i>	2
4	<i>Care and Cleaning</i>	2
5	<i>Load and Unloading</i>	2
6	<i>Lying position and Hold</i>	2
7	<i>Aiming – I – Range and figure target</i>	2
8	<i>Trigger Control</i>	1
9	<i>Firing a Shot</i>	1
10	<i>Aiming – II – Alteration of sights</i>	1
11	<i>Bolt manipulation</i>	1
	Total Number of Periods	18
	Progressive total number of Periods	130

b) 9 mm Pistol

S. No	Subjects	Periods
1	<i>Introduction, inspection of Pistol, Safety precautions, Stripping – Names of the Parts and Assembling, Drawing and returning the Pistol</i>	4
2	<i>Care and Cleaning, Load and Unload, Loading of Magazine, unloading the Magazine, Firing positions, Make safe, Stoppages and immediate action</i>	4
	Total Number of Periods	8
	Progressive total number of Periods	138

c) .380/.455 Revolver

S. No	Subjects	Periods
1	<i>Introduction, inspection of Revolver, Types, Names of the parts, Drawing and returning the Revolver</i>	4

2	<i>Care and Cleaning, Load and Unload, Firing position, difference between Pistol and Revolver</i>	4
	Total Number of Periods	8
	Progressive total number of Periods	146

d) H.E.36 Grenade

S. No	Subjects	Periods
1	<i>Introduction, Characteristics, Stripping – Names of the Parts and Assembling – Striker testing and types</i>	3
2	<i>Ignition sets, place of use, framing and unframing, packing, throwing and lobbing</i>	2
	Total Number of Periods	5
	Progressive total number of Periods	151

e) G.F. Rifle and Discharger Cup

S. No	Subjects	Periods
1	<i>Introduction, description of discharger cup, Name of the parts, use of ballastrite cartridges</i>	2
2	<i>Fixing and unfixing of discharger cup to the G.F. Rifle, Load, Lay position, with out fire unload</i>	3
	Total Number of Periods	5
	Progressive total number of Periods	156

f) A.K. – 47 /56 Rifle

S. No	Subjects	Periods
1	<i>Introduction, Orientation, General data – Characteristics – Limitations</i>	1
2	<i>Stripping – Names of the Parts and Assembling – Care and Cleaning</i>	2
3	<i>Loading and Unloading, firing positions and carrying positions, stoppages and immediate actions</i>	3
	Total Number of Periods	6
	Progressive total number of Periods	162

g) 9mm Carbine / 9mm Sten

S. No	Subjects	Periods
1	<i>Introduction, General Characteristics – Description</i>	1
2	<i>Difference between Carbine and Sten</i>	1
3	<i>Stripping – Names of the Parts and Assembling</i>	3
4	<i>Care and Cleaning</i>	1
5	<i>Loading and Unloading</i>	1
6	<i>Carrying Positions – aiming – firing positions</i>	1
7	<i>Stoppages and immediate actions</i>	1
	Total Number of Periods	9
	Progressive total number of Periods	171

h) 7.62 mm SLR

S. No	Subjects	Periods
1	<i>Introduction, Characteristics General Description and data</i>	1
2	<i>Stripping – Names of the Parts and Assembling</i>	2
3	<i>Care and Cleaning</i>	1
4	<i>Load and Unload – Aiming – Holding and Sight setting – Carrying positions</i>	2
5	<i>Firing a Shot – Stoppages and Immediate Action</i>	2
	Total Number of Periods	8
	Progressive total number of Periods	179

OD V CROWD CONTROL DRILL & TECHNIQUES

a) Lathi Drill

S. No	Subjects	Periods
1	<i>Short Lathi – Description – Attention, Stand at ease and stand easy</i>	2
2	<i>Turnings and dressing at the halt with lathi</i>	1
3	<i>Marching with Lathi</i>	1
4	<i>Saluting at the halt – Saluting at the march and message salute</i>	1
5	<i>Saluting with a lathi – dismissing of squad at the halt</i>	1
6	<i>Changing direction at the halt and in slow and quick time and forming squad at the halt in slow and quick time</i>	1
7	<i>Lathi class opening – 1 to 4 exercises and closing the class</i>	4
8	<i>Marching – Saluting to the front and message salute – saluting to the flank (Right and left)</i>	2
9	<i>Use of Lathi for Crowd control</i>	8
	Total Number of Periods	21
	Progressive total number of Periods	200

b) Tear Smoke

S. No	Subjects	Periods
1	<i>Introduction, Types, Effect of Tear Smoke, Grenades, Shells, Federal Riot Gas Gun</i>	2
2	<i>Description of Federal Gas Gun – Truncheon Gun – Use of Grenades and Shells</i>	3
3	<i>Use of Respirator and Gas Drill</i>	2
	Total Number of Periods	7
	Progressive total number of Periods	207

c) Crowd Control / Mob Operations

S. No	Subjects	Periods
1	<i>Practical exercises for crowd control/mob operation</i>	25
	Total Number of Periods	25
	Progressive total number of Periods	232

OD-VI MAP Reading, Field Craft & Explosives**a) Map Reading**

S. No	Subjects	Periods
1	<i>Map – Familiarisation and its layout – uses – limitations – Conventional signs</i>	3
2	<i>Directions – Coordinial points – finding the North – Scale</i>	5
3	<i>Relief's and contours – Bearing – Use of Compass and Protractor</i>	5
4	<i>Setting of Map – Finding the own position</i>	4
5	<i>Map references – Nigh Navigation – Sketch Map and Eye Sketch</i>	3
	Total Number of Periods	20
	Progressive total number of Periods	252

b) Field Craft

S. No	Subjects	Periods
1	<i>Importance, Definition, Qualities of a Field Craft Man</i>	2
2	<i>Ground, Types and Description of ground</i>	2
3	<i>Cover – Types of Covers, Qualities of Cover</i>	2
4	<i>Observation, Methods of Observation – Night observation</i>	3
5	<i>Judging distance – Methods – Under and over estimation of distance – Demonstration</i>	2
6	<i>Camouflage and concealment, How things are seen – Individual Stalking</i>	3
7	<i>Field Signals – Section Formations – Recognition and Indication of Targets</i>	2
	Total Number of Periods	16
	Progressive total number of Periods	268

c) Explosives

S. No	Subjects	Periods
1	<i>Definition – Types of Explosives and accessories</i>	2
2	<i>Initiation – Charge – Chain of Detonation</i>	2
3	<i>Clamour Mines and Improvised Explosive Devices (IEDs) – Bomb diffusion and disposal, Country made Bombs</i>	2
4	<i>Precaution against explosives</i>	6
	Total Number of Periods	12
	Progressive total number of Periods	280

OD-VII Traffic Drill

S. No	Subjects	Periods
1	<i>Introduction, definition, types of traffic, engineering and management</i>	1
2	<i>Essentials of traffic – four 'E's, Control of traffic by signals and lighting – signs and marking</i>	1
3	<i>Traffic control devices – elementary requirements of every traffic device</i>	1
4	<i>Road network, intersection and junction – staggering of traffic, types of parking and one ways</i>	1
5	<i>General causes of accidents – thinking distance, breaking distance and overall stopping distance at various speeds</i>	1
6	<i>Traffic signals 1 to 9 (Traffic Drill)</i>	10
	Total Number of Periods	15
	Progressive total number of Periods	295

OD- VIII Unarmed Combat & Self-defence Techniques

S. No	Subjects	Periods
1	<i>Unarmed Combat & Self-defence Techniques</i>	75
	Total Number of Periods	75
	Progressive total number of Periods	370

OD-IX Firing Practice

S. No	Subjects	Periods
I.	<i>.303 Rifle Instructional firing and Classification</i>	25
II.	<i>Revolver and Pistol</i>	50
	Total Number of Periods	75
	Progressive total number of Periods	445

OD- X DRIVING SKILLS

S. No	Subjects	Periods
1	<i>Driving: Theory & Two Wheeler Practical Classes</i>	10
2.	<i>Driving: Theory & Four Wheeler Practical Classes</i>	25
	Total Number of Periods	35
	Progressive total number of Periods	480

OD-XI**PHYSICAL EFFICIENCY TRAINING**

S. No	Subjects	Periods
1.	<i>Road Walk and Run</i>	30
2.	<i>PT Table Cards</i>	60
3.	<i>Strengthening Exercises</i>	60
4.	<i>Endurance Exercises</i>	60
5.	<i>Long Distance & Cross Country Running</i>	40
6.	<i>Obstacle Courses</i>	30
	Total Number of Periods	280
	Progressive total number of Periods	760

- Note: 1) *The minimum threshold efficiency standard/benchmark to be achieved, in each of the outdoor activity, should be set forth in the beginning of the training itself and trainees informed of the same.*
- 2) *Facilities for practice outside the prescribed periods should be available both at Training Institute and Practical Training location to enable trainees, especially the weak ones, to achieve at least the minimum benchmark.*

OD-XII**Games**

S. No	Subjects	Periods
1.	<i>Games of choice (Compulsory)</i>	56
	Total Number of Periods	56
	Progressive total number of Periods	816

