

POLICE



DEPARTMENT

KERALA

No.A2-2229/2024/DR

District Police Office,
Kozhikode Rural

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Dated.02-04-2024

DO No. 228/2024/DR

- Sub : Police Estt- Training –Basic Training of 30 th (E) Batch SI (GE) Cadet - Sri. Biju V - Attachment to various police stations - District practical training
- Ref : 1. DGO No. 67/2024/PHQ, dated 11/01/2024 of the State Police Chief, Kerala.
2. Order No : Trg2-78/2024/KEPA Dated. 11.01.2024 of the Director, KEPA.
3. Order SO No. 19/2024/KR Dated.20-01-2024 of Range office, Kannur.
4. DO No. 195/2024/DR Dated.15-03-2024

Sri. Biju V, Sub Inspector (Trainee) in Kerala Civil Police Subordinate Service cadre, who commenced his Basic training at Kerala Police Academy as 30th E Batch of SI Training w.e.f 11.01.2023 was relieved from KEPA after completing the basic training on 12.01.2024 and reported before Deputy Inspector General of Police Kannur Range on 19.01.2024 FN. He was relieved from Range Office Kannur on the AN of 19-01-2024 and reported for duty in this unit for practical training on the FN of 20-01-2024. The ten-and-a-half-month Practical Training Schedule of 30th E Batch SI Cadets is as shown below.

A) 3 and a ½ Months Attachment to Police Station as Probationary Sub Inspector at Perambra Police Station

During this attachment, the probationers shall learn about the general functioning of the Police Station and the duties of the Station Writer & Assistant Station Writers, routine clerical work of the police station, documentation, preparation of periodical statements (such as daily, weekly, monthly and yearly statements) etc. The probationers will acquaint themselves with the maintenance of all-important station records and Crime history Part I to VI and its indices and should prepare BCR A, BCR B, Conviction memos and Inspection notes and the comparison of various station records. They shall learn the procedures for receipt and dispatch of routine thapals, dispatch of MOs to the Court and Chemical examiner/Forensic experts. All aspects of routine police work including the functioning of Police Out Posts, Regular Patrolling, Night Patrols, Police pickets, Traffic Management, Law and Order, Petition enquiries, Festival bundobust arrangements, VIP bundobust arrangements, Special Combing operations to combat organized criminals like the sand and Abkari mafias, etc. shall be attended to. They will accompany the Subdivisional Police Officers, Inspectors, Sub Inspectors and Additional Sub Inspectors while proceeding for regular patrolling, law and order duties, service of summons, execution of warrants and petition enquiry. They will also accompany the officers on investigation and raids, an inspection of police stations, night patrol check and warrant cross-checking. They should be exposed to all aspects of the investigation, prevention and detection of crime, learning the drafting of FIS, FIR, Scene Mahazar, Seizure Mahazar, 161 statements, various reports to the court in connection with the investigation of crimes, writing of case diaries, preparation of Inquest reports, preparation of factual reports, drafting of proposals seeking prosecution sanction for charge sheeting cases, and initiation of security proceedings as per Cr.PC and KAAPA.

As per reference [4], Sri Biju V was transferred from Perambra PS to Koyilandy PS w.e.f 15.03.2024.

B) One month attachment with LWE Affects Police Stations in the Allotted LWE Effected Districts at Wayanad

In view of the spreading Left Wing Extremism all over the state, all the SI cadets should aware of the threats in order to cope up with the challenges and to face the situations effectively. As such it has been decided to impart one month practical training in the LWE affected police stations during their practical training period. During these period all the SI cadets shall be provided with the training to familiarize all the aspects to address the heightened activities raised by extremism effectively. After the one month training SHOs concerned shall prepare and submit a final project



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report regarding the training to IGP training and SP operations.

C) One Week attachment with DySP Office, Vatakara

The probationers should be attached with a good Sub Divisional Police Officer and accompany him for a visit and inspection of a police station. They should be familiarized with all the important crime records maintained in the SDPO Office.

D) One Week DPO Attachment

During the attachment with the DPO, the probationers would acquaint themselves with the functioning of the Special Branch, District Crime Record Bureau, Crime detachment, Administration and Narcotic Cell, SMS and the DySPs who are in charge of these wings. They will also acquaint themselves with the functioning of the various Special Unit DySPs like the SSB, Crime Branch, and Vigilance. The probationers should get inputs on the procedures and general principles of intelligence work, security proceedings, drafting of confidential reports and rules and procedures of VIP security and Advance Security Liaisoning (ASL). They should also get acquainted with the District Riot Scheme and Security Auditing of Vital Installations. The probationers will learn about the Maintenance of Crime records and Preparation of Crime Charts, Crime Data Analysis, Indexing and Referencing, in the DCRB, Finger Print Bureau etc. They will also be given inputs on financial rules, various rules related to TA and Contingent bills, and other matters related to Pay & Allowances.

E) Two Weeks Attachment to Prosecution branch APP (JFCM III Court, Kozhikode) & DDP (Kozhikode)

The probationers should learn about the various stages in the criminal trial. They should attend to the briefing of prosecution witness and interaction with a witness. During the attachment, they should attend to writing court diaries, learning the process of Test Identification Parade, taking a prisoner into police custody for investigation, preparation of affidavits, statement of facts, and filing of various reports to the court. In addition to this, they shall also learn about marking of documents and MOs in the court and deposition of evidence in the court. The Probationers should attend at least one Session's trial and should acquaint themselves with the process of argument. In this attachment, they should be assigned with the task of drafting a report on the Session's case they attended with the factual report on that particular case. This report will be forwarded to the Academy with remarks of the DPCs concerned.

* out of 2 weeks: 1 week – JFMC and 1 week – District & Sessions Court.

F) One Week Control Room and District Armed Reserve / Battalion Attachment(Control Room Vatakara, AC DHQ KKD Rural, KAP 6 Battalion)

During this attachment the probationers shall learn about the Emergency Mobilization of men, Deployment, Maintenance of Guards, Working of MT wing and Maintenance of records related to vehicles. They should acquaint themselves with Crowd Management, Mob Dispersal Drill and Preparation of Anti-riot Scheme. They will the Routine Parade and Roll calls. They shall perform duties in the Control room, attending to distress calls, Night patrols and emergent L&O situations. They shall also learn about the functioning of a battalion and the battalion procedures & routine.

G) Functioning as Junior SI - 4 Months (Allotted Police Station)

During this period the probationer should investigate minor cases entrusted to him. SHO will see to it that the probationer will be assigned with work knowing CPOs/SCPOs for investigation. They should write case diaries in their handwriting, and investigate at least 8 IPC cases and 2 Special and Local law cases other than MV Act cases. Duty detailing of the Station Staff, follow up on the same, investigation of cases entrusted to him and preparation of charge sheets, etc. shall be attended to. They shall be assigned with the task of preparation of a factual report of at least five cases in which they investigate during their training period.

H) Debriefing – 3 weeks at Kerala Police Academy



02-04-2024

Dr. ARVIND SUKUMAR IPS,
District Police Chief



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To : 1. The Individual.
2. The Inspector SHOs concerned will admit the SI Cadet forthwith for training as per the training schedule and report compliance.
3. DySP Vatakara will monitor the training without fail. They will forward a progress report on the learning process of the SI Cadets to this office, periodically.
4. District Police Chief Wayanad. After the one month training shall prepare and submit a final project report regarding the training to IGP training and SP operations.

Copy To : The State Police Chief, Kerala for favour of information and necessary action (with C/L)
The Director, KEPA for information.
The District & Session court judge, JFMC Thalassery for favour of information and necessary action
Sr AA, Addl SP, AO Manager for information.
All JSs, CA to DPC and all sections for information and necessary action

