

**WAN Message**

FROM DIR/HPA/MBN

TO ADGP/RLYS. & COMMANDO (Hr.) MOGINAND PKL  
ADGP/HAP, MBN  
RANGE ADGsP/AMBALA, KARNAL & REWARI  
IGP/ ROHTAK & HISAR RANGE  
COMMISSIONER OF POLICE, GGM, FBD & PKL  
IG/IRB BHONDSI, GGM

(BY HAND)

W) POLICE HR. PKL  
ALL DIST. SsP IN HARYANA  
ALL DCsP in GGM, FBD & PKL  
SP/COMMANDO/Hr. NEWAL, KARNAL  
SP/RLYS Hr. AMB/CANI/T  
Comdts. 1<sup>st</sup> & 3<sup>rd</sup> BN/HAP/AMB & HSR  
Comdts. 2<sup>nd</sup>, 4<sup>th</sup> & 5<sup>th</sup> BN/HAP/MBN  
Comdts. 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> & 4<sup>th</sup> IRB Bhondsi, Manesar, GGM & Sunaria (RTK)

(BY HAND)

No. 12698-749/Trg. dated 21.02.2019 (.) It is intimated that the following In-service courses will be conducted at this Academy during the month of March, 2019, as per allotment of seats to each Range/Commissionerate (.)

Sr. No.	Name of the Course	Comm GGM	Comm FBD	Coml PKI	Range AMB	Range KNL	Range RTK	Range HSR	Range RWR	HAP	R&C	IRB	Total Seats	Course Director
1	One day Course on "The Haryana Gauvansh Sanrakshan and Gau Samvardhan Act, 2015 for GOs/Inspr. on 01.03.2019	3	3	1	3	3	3	3	3	3	2	3	30	Sh. Yad Ram, DSP/HPA
2	03 days course on Office Record Management & Note sheet writing (Accounts) for NGO/ORs from 05.03.2019 to 07.03.2019	5	5	2	5	5	5	5	4	5	4	5	50	Sh. Raj Kumar DSP/HPA
3	02 weeks course on "Advance Technology in Forensic Science" under the aegis of BPR&B, New Delhi for ASI to Insprs from 05.03.2019 to 15.03.2019	5	5	2	5	5	5	5	4	-	4	-	40	Sh. S.K Sharma, DA/HPA
4	03 days Course on Cyber Crime Awareness for Investigation Officers (Male/Female) from 05.03.2019 to 07.03.2019 under the aegis of MHA, New Delhi.	4	4	2	4	4	4	4	4	3	4	3	40	Sh. Rampal, DDA/HPA assisted by I/C Cyber Lab
5	One Day Course on Management of Police Station Records & Case Property for NGO/ORs on 08.03.2019	5	5	2	5	5	5	5	4	5	4	5	50	Sh. Yad Ram, DSP/HPA
6	02 day course on "Investigation Scrutiny/Lapses in Investigation" for PP/GO/NGO/HCs from 14.02.2019 to 15.02.2019	5 Public Prosecutors 05 Dy. SsP & one IOs from each District											Sh. S.K Sharma, DA/HPA	
7	One day course on Duties and Functioning of Inspector/SIs as SIIO (Male/Female) on 12.03.2019	4	4	2	4	3	3	4	3	-	3	-	30	Sh. Raj Kumar, DSP/HPA
8	03 days Regional Level Training Programme on Human Rights under the aegis of NPA, Hyderabad for GO/Inspr./SI from 13.03.2019 to 15.03.2019	25-30 Police Official/officers of J & K, Punjab, Himachal Pradesh, UT Delhi, UT Chandigarh, Uttrakhand & Haryana											25-30	Sh. S.K Sharma, DA/HPA
9	03 days Course on Cyber Crime Awareness for Investigation Officers (Male/Female) from 18.03.2019 to 20.03.2019 under the aegis of MHA, New Delhi.	4	4	2	4	4	4	4	4	3	4	3	40	Sh. Rampal, DDA/HPA assisted by I/C Cyber Lab
10	One day course on E-mail Tracing & Tracking and Social Media Awareness for NGO/ORs on 20.03.2019	3	3	1	2	3	2	2	3	2	2	2	25	Sh. Rampal, DDA assisted by I/C Cyber Lab

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11	One day TOT course on "Special Emphasis on Indian Evidence Act (Sections-1,3,6,7,8,9,11,17,24 to 30,32,34,35,45 to 48,51,53 to 65, 67,74,75,101,113A,113B, 114A, 118 to 129,132,133,134,137,138,141, 145,146,157,159,160 to 165)" for NGO/ORs on 22.03.2019	10	10	3	10	10	10	10	10	10	9	9	9	100	Sh. Ajay Kumar, DDA/HPA
12	One week refresher course for PSO/Gunmen for NGO/ORs from 25.03.2019 to 30.03.2019.	5	5	2	5	5	5	5	5	4	5	4	5	50	Sh. Moji Ram, DSP/HPA
13	05 days Course on Cyber Crime Investigation for SHO (Male/Female) from 25.03.2019 to 29.03.2019 under the aegis of MHA, New Delhi.	4	4	2	4	4	4	4	4	4	3	4	3	40	Sh. Ajay Kumar, DDA/HPA assisted by I/C Cyber Lab
14	3 days Module on Intellectual Property Rights and their enforcement (New Course) for NGO/ORs from 26.03.2019 to 28.03.2019.	5	5	2	5	5	5	5	4	5	4	5	50	Sh. Ajay Kumar, DDA/HPA	
15	02 days course on CDR & Tower Dump Analysis for Cyber Cell Staff for NGO/ORs from 28.03.2019 to 29.03.2019.	3	3	2	3	3	3	3	3	3	--	2	--	25	Sh. Ram Pal, DDA/HPA assisted by I/C Cyber Lab

- Note: (i) Courses mentioned at Sr. No. 3 i.e. "**Advance Technology in Forensic Science**" is sponsoring courses by **BPR&D, New Delhi**. The entire course fee, including boarding and lodging charges will be born by BPR&D, New Delhi (.) So, in view of the prestigious course, all Units are therefore, requested to utilize all seats and select suitable candidates, as per allotment of seats.
- (ii) Course mentioned at Sr. No. 4, 9 & 13 i.e. "**Course on Cyber Crime Investigation**" are sponsoring courses by **MHA, New Delhi**. The entire course fee, including boarding and lodging charges will be born by MHA, New Delhi (.) So, in view of the prestigious course, all Units are therefore, requested to utilize all seats and select suitable candidates, as per allotment of seats.
- (iii) 06 Officers/Officials (05 nomination + 01 Reserve) to the rank of Sub Insp. to Addl. SsP for the course mentioned at Sr. No. 8 i.e. "**Human Rights**" under the aegis of NPA, Hyderabad proposed to be held from 13.03.2019 to 15.03.2019, may kindly be nominated by PHQ, PKL.
- (iv) Keeping in view of High Level of Participants, PHQ may kindly make further necessary correspondence for the nominations of 05 Public Prosecutors for Course mentioned at Sr. No. 06 with Director, Prosecution, Haryana.
- (v) All Range ADGsP/IGsP/CsP are therefore requested to direct the concerned District SsP/Comdts. & DCsP to select and depute suitable candidates, in view of the "**The training in Police should remain focused on the lower ranks, younger age group and women**", as desired by DGP, Haryana vide their office WAN message No. 21494-612/OPS-2 dated 05.10.2016 (Point No. 30 of DGsP/IGsP Conference, 2015) (.)

**Joining Instructions for the Candidates are as under:-**

- All Police personnel deputed for short courses or long courses must be in proper seasonal uniform.
- Courses of two days and above duration will be residential courses.
- Selected candidates must report one day prior commencement of each course.
- No Leave/Permission will be granted during the course.
- Late arrival candidates will not be accepted.**
- Basic knowledge of Computer for courses related to Cyber Crime is compulsory.
- Proper movement order with duly attested photograph in uniform is compulsory.
- All Trainees must reported with Proper Training Kit with Ceremonial Dress
- The **medical fitness certificate is compulsory** for the courses of 15 days and above duration.
- Seats for Male/Female Police officials may be allotted in equal proportions in the courses related to Public interface.**


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for Director  
Haryana Police Academy  
Madhuban

**OFFICE OF THE DIRECTOR, HARYANA POLICE ACADEMY, MADHUBAN**

Endst. No. 12741-67/Trg. dated 21.02.2019.

A copy of above is forwarded to the following for information & taking further necessary action on the below mentioned points:-

- Course Directors will be responsible to chalk out the training programme and ensure medical examination of all the trainees and will be responsible for the smooth functioning of the course and after conclusion of course Feedback/Course Report must be submitted in Training Branch for kind perusal of Senior Officers.
  - All Course Directors are also requested to prepare a panel of guest faculty for each courses and on the conclusion of each course either one day or the long duration, they must submit the result of each course for identification of suitable candidates as a Trainer.
  - At the Inaugural of the each course, the first lecture will be on the topic of Nationalism, Patriotism etc. & the National Anthem will be played with full honor on the occasion of the arrival of Chief Guest of the Course.
1. Sh. S.K Sharma , DA/HPA
  2. Sh. Ram Pal, DDA/HPA
  3. Sh. Ajay Kumar, DDA/HPA
  4. All DsSP/HPA
  5. Sh. Ranbir Singh, Supdt. (O), HPA
  6. CDI/HPA
  7. CLI/HPA
  8. Inspr. Amrik Singh Chahal, CDI (Short Courses, Outdoor)
  9. Reader to W/DIR, Trg. Advisor/HPA & SsP/HPA - (for kind information to the officers)
  10. I/Cs Officer's Mess (Old & New)
  11. Liaison Officer, Short Course, HPA - Please submit the training programme of each short course, one week in advance, so that necessary correspondence may be made with the concerned speakers, and also send report of each course with break-up of male-female trainees.
  12. LO/HPA - Please record the arrival of candidate, who have proper Medical fitness certificate in courses of 15 days and above duration with proper Movement order & photograph
  13. I/C Computer - Please upload the Course Calendar on the website of HPA, Madhuban.
  14. I/Cs MTO, Golf View Mess, Library, P.A & Sound System, Multimedia/Photo Section, Private Cashier, NGOs/ORs Mess & Canteen
  15. ASI Ram Kumar, I/C MT School, HPA & ASI Mukesh, I/C Armourer Basic Course/HPA
  16. I/C Community Policing
  17. OASI/HPA
  18. ASI Bhumesh, I/C Cyber Lab, HPA

  
for Director  
Haryana Police Academy  
Madhuban

02/11/19