



HARYANA POLICE ACADEMY

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WAN

Most Immediate

- To DG/Railways & Commando (H), Moginand, PKL
 ADGP/Haryana State Enforcement Bureau, PKL
 ADGP/Haryana State Narcotics Control Bureau, MBN----- (By Hand)
 ADGP/Indian Reserve Battalion's, Bhondsi, GGM
 ADGP/State Crime Branch (H) PKL.
 ADGP/Anti Corruption Bureau, PKL
 ADGP/CID (H), PKL
 Commissioner of Police, GGM, FBD, PKL, SPT & JJR
 All Range ADsGP/IsGP in Haryana
 IG/Haryana Armed Police, Madhuban ----- (By Hand)
- W) Police HR. PKL
 All District SsP in Haryana
 DCsP/Hqrs. GGM, FBD, PKL, SPT & JJR
 SP/Commando (Hr.), Newal, Karnal
 SP/Railways (H), Ambala Cantt.
 All Comdts. IRB, BNs., Bhondsi, Manesar & Sunaria
 Comdts. 1st & 3rd BN. HAP, AMB & HSR
 Comdts. 2nd, 4th & 5th BNs. HAP, Madhuban ----- (By Hand)
 Comdt./HAP-Durga-1st Bn.,Sunaria, Rohtak

No. /Trg. dated (.) It is intimated that there is an urgent need to conduct the short duration courses to upgrade the ability/skill of Investigating Officers during their field work (.) So, it has been decided that the following short duration courses will be conducted during the month of February, 2025, as per allotment of seats given below:

Sr. No	Name of the Course	Other	CP/GGM	CP/FBD	CP/PKL	CP/SPT	CP/JJR	Range AMB	Range KNL	Range RTK	Range HSR	Range RWR	HAP	R&C	IRB	Total Seats	Course Director
1	02 Weeks pre-training on Bomb Disposal Course for NGOs/ORs from 03.02.2025 to 14.02.2025	Already nominated by W DGP/Haryana vide their office memo No. 7315-16/T-1, dated 12.07.2024													06	Sh. Mukesh Kumar, DSP/HPA assisted by I/C Short Course/HPA (Outdoor)	
2	2 Weeks Course on "Investigation of Cyber Crime Cases for Developing Specialist Investigator under the aegis of BPR&D, New Delhi for SI to DSP from 03.02.2025 to 14.02.2025	05 DSsP (one from each Commissionerate) 06 Insprs. (one from each range & GRP) 11 SIs (one from each Commissionerate/Range/GRP)													22	Dr. Sohan Singh, DA/HPA assisted by I/C Short Course/HPA (Indoor)	
3	05 days Course on "Investigation of Crime involving fire arms for NGO from 03.02.2025 to 07.02.2025	-	7	7	2	2	2	5	5	6	6	6	-	2	-	50	Sh. Gorakh Pal, DSP/HPA assisted by I/C Short Course/HPA (Indoor)
4	01 day Course on Role of NCRB, SCRB and CRO in Management of Crime for IOs/MHCs (NGOs/ORs) on 04.02.2025	-	5	5	2	2	2	4	4	5	5	5	5	2	4	50	Sh. Gorakh Pal, DSP/HPA assisted by I/C Short Course/HPA (Indoor)

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5	03 days Course on 'Women Safety' for Investigators (ASI to DSP from 04.02.2025 to 06.02.2025)	05 DSsP (one from each range) + 06 Insprs. (one from each commissionerate & GRP) + 06 Sub. Inspector (one from each commissionerate/GRP) and 10 Asstt. Sub. Inspector (two from each Range)														27	Ms. Anita Rani, DDA/HPA assisted by I/C Short Course/HPA (Indoor)
6	01 day Course on "The Haryana Gauvansh Sanrakshan and Gau Samvardhan Act, 2015 for GOs/ORs on 06.02.2025	-	7	7	2	2	2	5	5	6	6	6	-	2	-	50	Sh. Surender Kumar, DDA/HPA assisted by I/C Short Course (Indoor)
7	03 months Commando Basic Course (Below 35 years) for ORs from 10.02.2025 to 15.05.2025	09 Constables from each Commissionerate already allotted by PHQ vide their office Endst. No. 456-57/T-1, dated 17.01.2025														45	Sh. Mukesh Kumar, DSP/HPA assisted by I/C Short Course/HPA (Outdoor)
8	02 days capacity building program/Workshop on drug prevention for GO/NGO from 10.02.2025 to 11.02.2025	05 DSsP (one from each Commissionerate) 11 Insprs. (one from each Commissionerate/Range/GRP) 11 SI/ASI (one from each Commissionerate/Range/GRP)														27	Sh. Mukesh, DSP/HPA assisted by I/C Short Course/HPA (Indoor)
9	05 days Course on "Women Safety" for Prosecutors, under the aegis of BPR&D, New Delhi from 17.02.2025 to 21.02.2025	Will be nominated by Director Prosecution, Haryana														25	Ms. Anita Rani, DDA/HPA assisted by I/C Short Course/HPA (Indoor)
10	03 days Course on Advanced Course in Mobile and Computer Forensic for NGO/ORs from 19.02.2025 to 21.02.2025	-	3	3	1	1	2	2	2	3	3	3	-	2	-	25	Sh. Surender Kumar, DDA/HPA assisted by I/C Cyber Lab/HPA
11	01 day Sensitization Training Programme informing IOs regarding duty to inform family members of the arrest person and reason (including Prisoners of Law) for his arrest in order to follow framework effectively at pre-arrest, arrest & remand stage for NGO/ORs on 20.02.2025	-	7	7	2	2	2	5	5	6	6	6	-	2	-	50	Sh. Gorakh Pal, DSP/HPA assisted by I/C Short Course/HPA (Indoor)
12	05 days Crash Course on New Criminal Laws-2023 for NGO/ORs from 24.02.2025 to 01.03.2025	10 GO/NGO/ORs from CP/PKL 30 GO/NGO/ORs (15 from each Range i.e KNL & AMB) 18 GO/NGO/ORs From GRP 30 GO/NGO/ORs SCB (H) PKL 12 GO/NGO/ORs (04 each from HSNCB, Enforcement & ACB)														100	Dr. Sohan Singh, DA/HPA assisted by I/C Legal Study Wing & I/C Short Course/HPA (Indoor)
13	02 days Course on CDR & Tower Dump Analysis for Cyber Cell Staff for NGO/ORs from 24.02.2025 to 25.02.2025	-	3	3	1	1	2	2	2	3	3	3	-	2	-	25	Sh. Gorakh Pal, DSP/HPA assisted by I/C Cyber Lab/HPA
14	03 days Course on Negotiation Skills (on the pattern of SVPNPA, Hyderabad) for NGO/ORs from 24.02.2025 to 27.02.2025	-	5	5	2	2	2	4	4	5	5	5	5	2	4	50	Sh. Mukesh, DSP/HPA assisted by I/C Short Course/HPA (Indoor)
15	03 Days Training program on Social Defence Issue for Police Functionaries under the aegis of NISD, New Delhi for NGO/ORs from 27.02.2025 to 01.03.2025	-	5	5	2	2	2	4	4	4	5	5	-	2	-	40	Sh. Gorakh Pal, DSP/HPA assisted by I/C Short Course/HPA (Indoor)

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16	01 day Workshop on Citizen Portal HarSamay CCTNS 24 X 7 (The present Stage of Computerization/CCTNS project in Haryana) for NGO/ORs on 27.02.2025	-	5	5	2	2	2	4	4	5	5	5	5	2	4	50	Sh. Mukesh Kumar, DSP/HPA assisted by I/C Short Course (Indoor) & I/C CCTNS/HPA

Note:-

- All the trainees will be accommodated in these courses as per provision enshrined under sub rule-02 (iii) of Regulation No. 21 of 2024, governing the functioning of Haryana Police Training Institutions, which is reproduced as under:-
"As a rule, nominated police officers/officials arriving late for training shall not be accepted. However, when there are valid reasons/grounds for such delay, the late arrivals within the zero week may be accepted by Head of the Training Institution in case of basic courses, promotional courses and in-service courses/re-orientation/professional/specialized training programmes etc., having duration of one month or more. In case of in-service courses/ re-orientation/professional/specialized training programmes etc., of less than one month duration, no trainee shall be allowed to join after commencement of the course/training programme. However, the Director General of Police, Haryana may allow any trainee arriving late for basic or promotional course on justifiable grounds or on Court order up to a maximum period of 10% of the training duration in case of basic courses or 20% of the training duration in case of promotional courses. However, the candidate(s) arriving late shall have to meet the mandatory attendance requirements before being allowed to take the final examination."
- All courses will be organized as Offline and it must be ensured that suitable candidates may be selected/deputed in these courses and directed them that they must report at HPA, MBN well in time with proper movement order, training kit (i.e P.T/Game Dress, Working Uniform (as per pattern of PPR & Department rules), formal dress etc).
- All courses will be run in working uniform.
- Medical fitness certificate of participants is mandatory for the courses mentioned at Sr. No. 1 & 7.
- All Ranges/Commissionerate/districts/Units must utilize full seats, as per allotment in all courses specially sponsoring Courses by BPR&D and NISD, New Delhi mentioned at Sr. No. 2, 5, 8, 9 & 15.
- Nomination/By-name list of selected candidates for all courses must reach 07 days prior the commencement of each course.
- Courses more than 01 day are residential courses, so all participants must be directed that they will bring their luggage with them.
- It must be ensured that no candidate will be nominated/repeated in the courses, who (he/she) has already attended the same course in recent time.
- It must be ensured that the entry of each course attended/passed by the candidates will be made in his/her HRMS ID.
- No any participant will be entertained in the short duration courses, who will report after 09:00 AM.

(.) So, all Range ADGsP/IGsP/CsP are therefore requested to direct the concerned District SsP/Comdts. & DCsP to select the suitable candidates, as per allotment of seats in the courses mentioned at Sr. No. 1 to 16 and selected candidates may be directed to attend these courses well in time (.) It is also intimated that during the selection of candidates for in-service courses, the directions issued 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), may be kept in mind that "The training in Police should remain focused on the lower ranks, younger age group and women" and seats for Male/Female Police officials may be allotted in equal proportions in the courses related to Public interface (.) This is for information and taking further necessary action (.) Treat it most urgent (.)

(Y Puran Kumar) IPS
Inspector General
for Director
Haryana Police Academy
Madhuban

Endst. No.

5441-81

/Trg. dated 24-1-2025

A copy of above is forwarded to the following for information & taking further necessary

action on the points given below:-

- Course Directors will be responsible to chalk out the training programme & smooth functioning of the course. They will also inform about the arrival of the Chief Guest for Inaugural/Valediction function, one day prior the commencement of programme to the W/DIR HPA & other Senior Officers (IG/SP/HPA). He will be responsible for the.
 - 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.
 - All course Director may select Chief Guest for Inaugural/Valediction function and also select suitable Guest Faculty for the training curriculum themselves and after discussion with Senior Officers, the selected Guest Faculty may be invited at HPA/MBN.
 - All Course Directors are requested to submit their course report to this office immediately after completion of each course and also ensure that course report should be specific and actionable so that same may be put-up before senior officers.
1. DA/HPA & DDAs/HPA
 2. All DSsP/HPA
 3. Supdt. (O), HPA
 4. RI/HPA
 5. CDI/HPA
 6. I/Cs Legal Studies Wing, Police Studies Wing and Forensic Studies & Misc. Wing/HPA- (Please depute 01 content writer in each short duration indoor courses and they will submit their report to course director immediately after completion of each course to prepare the course report)
 7. Steno/Operator to W/DIR, IG & SP/HPA - (for kind information to the officers)
 8. I/Cs Senior Officers Mess and Officer's Mess
 9. I/C Short Course, HPA - Please submit the training programme of each short course, one week in advance, so that necessary correspondence could be made with the concerned speakers/Guest Faculty. and also send report of each course with break-up of male/female candidates
 10. LO/HPA - Please record the arrival of candidates, who have proper Medical fitness certificate in courses of 15 days and above duration with proper Movement order & photograph and also make necessary arrangement for the accommodation of all courses
 11. I/C Computer - Please upload the Course Calendar on the website of HPA, Madhuban.
 12. I/Cs MTO, Golf View Mess, Library, Stationary, Armourer, Cyber Lab, P.A System, PRO, Private Cashier, NGOs/ORs Mess, Canteen, I/C Indoor Firing Range & MT Training School/HPA
 13. I/C Multimedia/Photo Section- Please record the photography in all sponsoring courses and submit the same to the course director for inclusion the photography in the course report.
 14. OASI/HPA- (Please depute remaining police officials of HPA in each 05 days Crash Courses on NCL as per availability)
 15. I/C CCTNS & Website/HPA

(Y Puran Kumar) IPS
Inspector General
for Director

Haryana Police Academy
Madhuban (24/1/2025)