

## **“INTERMEDIATE SCHOOL COURSE” as per SO HRD/49/2022**

### **I. INTRODUCTION**

Those Head Constables of Police who are recently promoted to the rank of Assistant Sub-Inspectors have to compulsorily undergo their Intermediate school course before they are confirmed in the rank of Assistant Sub-inspectors.

### **II. DURATION**

The duration of the Intermediate School Course shall be of 3 months.

### **III. JOINING PERIOD**

All trainees of a batch will join training on the same day. However, maximum relaxation of 3 working days can be given in exceptional cases by Director of Delhi Police Academy. The attendance of a trainee should be taken from the 1<sup>st</sup> day of commencement of the promotional course.

### **IV. OBJECTIVES OF TRAINING**

The main objective of training of the newly promoted Assistant Sub-inspectors is to enhance their professional knowledge and to inculcate appropriate attitude to serve the community. Following aspects are to be kept in view while planning the training programme:

- a) The need for inculcating moral values and importance of justice and fair play.
- b) Develop and reinforce their commitment to basic values of society.
- c) Harmonizing police roles in changing political and socio-economic scenario of the society.
- d) Increase effectiveness of to the police officers to the best of their potential in performing administrative responsibilities working as Division Officer.
- e) Enhancement of professional and investigative skills by giving more attention to practical and scientific aspects of investigation and its procedure.

## **V. TRAINING NEEDS**

The training needs of the department are based on assessment of various job requirements undertaken by Police in day-to-day functioning. Delhi Police has responsibility of maintaining peace and order in National Capital Territory with efficiency and effectiveness. The training needs of Delhi Police are based on experiences gained through various incidents and handling of different kind of situations from time to time. The emphasis should be on ensuring a steady improvement in performance of duties by Delhi Police personnel and to achieve aims and objectives mentioned above.

## **VI. TRAINING SET-UP**

The Training at Delhi Police Academy is two-fold i.e., Indoor for professional knowledge, skills and appropriate attitude and Outdoor for physical fitness, sharpening reflexes inculcation and strengthening of the fiber of discipline and toughening in general.

### **A. OUTDOOR TRAINING**

- i) An Assistant Director, assisted by Chief Drill Instructor will supervise the outdoor training. The CDI will issue weekly programme after obtaining approval of AD/Training/Outdoor.
- ii) The training in outdoor shall be in accordance with the principles laid down in the police manual.
- iii) In order to ensure effective training and proper supervision over outdoor training, the trainees will be divided into platoons of not more than 30 trainees. They will be under the command of a drill instructor of the rank of Head Constable. Platoon commander will be responsible for the maintenance of discipline and general conduct of the trainees of his squad. He will also ensure cleanliness of rooms and barracks under occupation by his trainees.
- iv) Intensive training shall be imparted in the handling and use of fire-arms. The trainees who fail to secure 45% marks in firing will be disqualified. They will be given further intensive musketry training to enable them to qualify the firing test.
- v) The trainees of Intermediate School course will carry out short range firing.
- vi) The detailed scheme of outdoor training containing syllabus, periods and marks is at **Annexure - 'B'**.

## **B. INDOOR TRAINING**

- i) An Assistant Director designated, as AD/Training/Indoor assisted by Inspector (course coordinator) will be incharge of Indoor training under the overall supervision of Deputy Director/DPA. The Deputy Director/DPA shall allot subjects to the instructors. The lectures and talks shall be delivered by using various instructional and teaching aids. Involvement or participation of trainees by questions and answer is the best method of teaching and must be adopted by the instructors. The lecture will be of practical nature and will be as per syllabus for each course.
- ii) For better comprehension of duties in a police station and to inculcate the awareness of actual working and problems of the police station, the trainees will be taken to the model police station at the DPA. The scenes of important crimes shall be simulated and trainees will be asked to locate and pick-up clues and traces of evidence and complete investigation of such cases. The importance of scientific aid to investigation will be emphasized and insisted at this stage. The trainees will be given full exposure of the simulated exercises on crime investigation. The importance and necessity of using scientific aids in the investigation will be repeatedly and continuously emphasized on them.
- iii) The trainees will be given a good understanding of subjects like terrorism and anti-terrorist measures, their theoretical implications and practical impact on national security as a whole.
- iv) The role of police in controlling traffic, enforcement of traffic laws etc. will be covered in this course.
- v) All trainees will be given general understanding of crowd control and management during demonstrations/protests and handling of media and monitoring of social media.
- vi) In addition, demonstrations, syndicate discussions, written papers and practical exercises, group discussions, case studies, role plays, lectures by eminent guest speakers on different subjects from various fields will be arranged. Emphasis shall be on an integrated method of teaching. Different aspects of the same topic will be covered comprehensively through demonstrations, guest speakers etc., so as to enable participants to develop an in-depth understanding of various aspects of diverse situations.
- vii)** The detailed scheme of Indoor training containing syllabus, periods and marks is at **Annexure - 'C'**.

## **VII. TRAINING METHODOLOGY**

Lectures, case studies, group discussions, practical exercises, simulation of scenes of crime, demonstration, visuals and audio-visual aids will be the methods of training during the course.

### **TRAINING MATERIAL**

Published material, case files and simulated crime scenes will be used as training materials during the course.

## **VIII. ASSESSMENT AND PROGRESS OF TRAINING**

An assessment of each trainee shall be maintained by the course coordinator/DPA.

## **IX. FINAL EXAMINATION**

On completion of training course, trainees shall be examined by a Board of examiners consisting of a Deputy Director assisted by Assistant Director/Inspectors for Indoor as well as outdoor tests separately to be constituted by Joint Director/Deputy Director/DPA. Joint Director/Deputy Director/ DPA will nominate officers of rank of Assistant Director/Senior PPs from DPA to set question papers, evaluate answer sheets and take outdoor tests.

The Board will consolidate marks. The pass percentage for the trainees will be 45% in each subject and 50% in aggregate.

No trainee will be confirmed in the rank of Assistant Sub-Inspector unless he/she qualifies the prescribed examination. A trainee will be given maximum 3 chances to clear the examination. The next 2 chances will be given to reappear with subsequent batches. His/her promotion will be cancelled, if he/she fails to qualify the test in 3 chances including the examination conducted after the initial training.

## **X. MERIT LIST**

After final examination those trainees who stand first in Law paper, Police investigation, Human behaviour, Outdoor (PT/Parade/Firing) and all round best will be granted commendation certificates with suitable cash reward by Director/DPA.

All trainees who complete the course successfully shall be issued with a proficiency certificate by Joint Director/Deputy Director, DPA. These proficiency certificates will be in the format as at **Annexure-‘D’**.

These certificates will be sent to the concerned Districts/Units for entry in the Character Rolls of the individuals concerned. The result shall be circulated to all Districts/Units of the Delhi Police.

**XI. CAUTION**

In order to eliminate an unsuitable trainee from force at the stage of his/her training any one of the following grounds shall be sufficient for initiation of disciplinary action:

1. More than 06 days continuous unauthorized absence from outdoor/indoor programme.
2. Submission of false medical certificate from any doctor for availing leave or light duty or rest.
3. Gross misconduct with indoor/outdoor instructors or with other trainees/staff.
4. If he/she commits any mischief or any crime involving moral turpitude during his/her training.
5. Any information submitted by the trainee is found to be false.
6. Any other ground which adversely reflects his/her behavior and the officer is otherwise found unsuitable for police service.
7. A trainee shall not be allowed to take final examination until he/she has successfully undergone a stipulated period of training at Delhi Police Academy. 90% attendance in indoor/outdoor periods is compulsory, failing which he/she will be debarred from taking the final examination and he/she shall have to further undergo training with the next batch.

**XII. WOMEN TRAINEES**

Women who are pregnant will not be allowed to join training. Women trainee who incapacitates on account of pregnancy during training will be re-batched.

**XIII. NO REPRESENTATION**

No representation with regard to any result of the final examination will be entertained after 30 days of the declaration of the result.