

POLICE



DEPARTMENT

**No.A2-78880/2019/P**

District Police Office,

Palakkad

✉spplkd.pol@kerala.gov.in

☎04912536700

Dated.18-01-2020

**DO No. 52/2020/P**

Sub : Posting for Practical Training of Sub Inspectors of Police (Trainees) in KCP Cadre (29th Batch) - SIs - Orders Issued - reg.

Ref : 1.DGO No 1892/2019 Dated 08-11-2019.

2.Ltr No Trg 1-10242/2019 Dated 13-11-2019.

3.Order No Trg1-22963/2018/KEPA dated 09.11.2019.

4.This office order of even no dtd 15.11.2019.

In pursuance of DGO cited, the following 29 Batch Sub Inspectors of Police Cadets (Kerala Civil Police Cadre) who are under orders of posting to this unit for practical training for Ten and half months (10 1/2 Months) have reported for training in this unit on the FN of 15-11-2019.As such they are admitted for Practical training in this unit w.e.f 15-11-2019 FN and attached to various districts for one month LWE Training.

After completion of one month training to LWE affected districts, the Sub Inspectors of Police Cadets are reported in this office on the FN of 15/01/2020. As such they admitted and posted to the following Police Stations of Palakkad for district practical training for a period of 3 and half months.

SL No.	GL No.	Name	PEN	Allotted LWE Station for one Month Training	Police Station Which Posted
1	Sinju Davis	1246	425095	Karuvarakundu PS, Malappuram	Town North PS
2	Sreejith A K	1288	726878	Kelakom PS, Kannur	Kongad PS

**The following instructions are issued to ensure that proper training is imparted to them during their practical training.**

1. The training officer shall have over all charge of the training, whatever be the unit he is being trained. And its his duty to ensure that the trainees receive sufficient and sound practical experience in all aspects of police work.

2. The cadet shall be required to submit in duplicate a daily dairy of the work done by them indicating the work on which they were engaged, what they learn during the course of each day and difficulties, if any experienced by them. The time of commencement of duties, and completion of them, the distance covered by them and mode of transport will be clearly indicated in the daily dairy. The training officer



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shall issue instructions to each Cadet under acknowledgement on the basis of the diary. One copy of the daily diary will be forwarded to this office through the SDPO who will also add his remarks on the progress of the training and work of the Cadet and issue proper instructions where ever necessary. The Cadets will also maintain a note book in which they will make a record of the above details. These note books must be kept upto date.

3. It is the duty of the training officer to make an objective assessment of the progress made by the cadets. The assessment should be based on scrutiny of work done by the Cadets. The assessment should cover all aspects of the work, the conduct and character of the Cadets and also their attitude towards their training and approach to Police work in general. Successive progress should indicate whether the Cadets are gaining sufficient experience to be posted in independent charge of police stations after completion of Practical Training. Serious defects noticed should be communicated to the Cadet concerned under proper acknowledgement. The training officer should keep a close watch on the work and conduct of the cadet and issue instructions under acknowledgement when ever found necessary.

4. Training officers should submit fortnightly progress report in respect of each Cadet in the proforma furnished in Appendix attached. The report should be based on the duplicate copy of the daily diary of each Cadet retained by them. The report should be forwarded to this office through the SDPO with two days at the end of each fortnight. The SDPO will offer his remark in the relevant column provided in the proforma.

5. In cases where a Cadet is adversely reported up on or when it is noticed that there has been some serious or undesirable misconduct/default on the part of the cadet, a special report should be submitted to me in name cover for further action. It should be specifically reported in appropriate cases whether in his opinion the training of the cadet needs extension.

6. The training officer and SDPO concerned should ensure that the trainees get proper training in police work and develop all round character which will make them suitable for various types of work in the department. Emphasis should be laid down on character and conduct especially integrative devotion to duty and sense of responsibility.

7. While scrutinising the daily diary, the IOP and SDPO should see whether the Cadets have covered all items of police work which they are expected to learn in the particular period of the training schedule. There should be special emphasis on night work such as night patrol and the Cadets should not be allowed to shrink responsibility and duties which they are expected to perform themselves during the period of training. All the documents, whether they are station records, enquiry reports, FIRs, Scene Mahazars, Search deeds or Case diary of final report of charge sheets should be prepared by the Cadets themselves(hand written) and they should not be allowed to get the scription work done by somebody else.

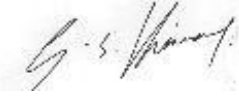
8. Day to day instructions should be given to the training officer by the SDPO to ensure that different types of duties are entrusted to SI Cadets at each stage of the practical training. The training officer and SDPO should meet the Cadets as frequently as possible and test their knowledge of their work and make enquiries relating to their personal life, accommodation etc and give them necessary guidance.

9. The training officer should take the cadets along with them during their inspection of Police station and brief them about the station routine and maintenance of station records.

10. If a Cadet avail himself of leave beyond a responsible period his training will be



extended suitably to make good the number of days lost. In such case the matter should be brought to my notice.



18-01-2020

G SIVA VIKRAM IPS,  
District Police Chief

To : The individuals.

Copy To : SPC Kerala for information (With C/L)  
The Director, KEPA for necessary action.  
The DIG, Training KEPA for necessary action.  
The IGP, N/Z for information and necessary action.  
The DIG, Thrissur Range Thrissur for information and necessary action..  
DPCs,, Malappuram and Kannur for further necessary action.  
SDPO Palakkad and for information.  
I SHOs Town North and Kangad for further necessary action  
Addl. SP, Admn for information.  
Sr AA/Manager/AO for information.  
CAs to CP for information.  
A1/F1 section for information and n/a  
All sections in DPO for information.  
DO Register

