

JHARKHAND POLICE ACADEMY, HAZARIBAG.

SYLLABUS OF PROMOTIONAL CCOURSE FOR A.S.I. to SUB-INSP.

BLOCK SYLLABUS

Time Calculation

1.	Duration of the course	:	08 weeks (56 days)
2.	Working days (less Sundays)	:	48 days
4.	Training at other institutions/ tours and visits	:	04 days
5.	Working days available at J.P.A. (48 – 4)	:	44 days
6.	Working days in a week	:	06 days
7.	Numbers of periods per day		
	(a) Indoor – 6		
	(b) Outdoor – 3		
8.	Total number of periods available		
	(a) Indoor (44 X 6)	:	264 periods
	(b) Outdoor (44 X 2)	:	132 periods
	Grand Total		352 periods

Block Syllabus

10.	Sl. no.	Code	Subject	Allotment of Periods		
		Letter		Day	Night	Total
	<u>Indoor Training</u>					
	1.	Law-1	IPC/Cr.P.C./Evd. Act.	25	-	25
	2.	Law-2	Minor Acts	26	-	26
	3.	Sir.	Sirista	23	-	23
	4.	FS	Scientific aid to investigation	15	-	15
	5.	Ins.	Investigation and prosecution	100	-	100
	6.	HR	Constitution of India Human Right and Administration	15	-	15
	8.	COMP	Computer Awareness	30	-	30
	9.	Eth	Police Behaviour and Attitude	30	-	30
			Total -	264	-	264

Outdoor Training

	11.	PT	Physical Training/ Yoga	30	-	30
	12.	WT	Weapon Training and Field Craft	36	-	36
	14.	Exp.	Explosive and I.E.D.	10	-	10
	15.	Tac	Tactics (Including two day jungle Training camp)	40	-	40
	16.	MR	G.P.S. Navigation	16	-	16
			Total -	132	-	132

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DETAILED SYLLABUS

1. Law Paper I-

INDIAN PENAL CODE

Allotted periods - 25

REFRESHING KNOWLEDGE OF :-

SECTION 29 (A), 52(A), 75, 76 TO 106, 107 TO 108(A), 109, 114 TO 120, 120 (A), 120(B), 121, 121(A) TO 124(A), 125 TO 130, 131 TO 140, 141 TO 153(A), 153(A)(A), 153(B), 154 TO 160, 161 TO 165, 165(A), 166, 166(A), 166 (B), 167 TO 171, 171(A) TO (I), 172 TO 174, 174(A), 175 TO 190, 191 TO 195, 195(A), 196 TO 216, 216(A), 216(B), 217 TO 225, 225(A), 225 (B), 226 TO 228, 228(A), 229, 229(A), 230 TO 263(A), 264 TO 294(A), 295 TO 298, 299 TO 304, 304(A), 304(B), 305 TO 326, 326(A), 326(B), 327 TO 354, 354(A), 354(B), 354(C), 354(D), 355 TO 363, 363(A), 364, 364 (A), 365, 366, 366(A), 366(B), 367, 368, 369, 370, 371(A), 372, 373, 374, 375, 376, 376(A), 376(B), 376(C), 376(D), 377, 378 TO 462, 463 TO 473(A), 478 TO 489, 489(A), 489(B), 489(C), 489(D), 489(E), 490 TO 498, 498(A), 499 TO 511 ONLY REFRESHING THE KNOWLEDGE.

MUST KNOW : CRIMINAL LAW AMMENDMENT 2013

CR.PC

REFRESHING KNOWLEDGE OF :-

SECTION 06 TO 25(A), 26 TO 35, 36 TO 40, 41(A), 41(B), 41(C), 41(D), 50, 50(A), 51, 52, 53, 53 (A), 54, 54(A), 55, 55(A) TO 60 (A), 61 TO 90, 91 TO 105, 105(A), 105(B), 105(C), 105(D), 105(E), 105(F), 105(G), 105(H), 105(I), 105(J), 105(K), 105(L), 106 TO 117, 123, 129 TO 144(A), 145 TO 148, 149 TO 153, 154 TO 164, 164(A), 165, 166(A), 166(B), 167 TO 176, 190 TO 195, 195(A), 196, 197, 198, 198(A), 198(B), 200, 202, 203, 204 TO 210, 211 TO 213, 225, 265(A) TO 265 (L), 298, 299, 304, 306, 307, 311, 312, 316, 320, 321, 356, 357, 357(A) TO 357(C), 358, 359, 360, 378, 436, 436(A), 437, 437(A), 438, 439, 440, 441, 441(A), 442 TO 446, 446 (A), 447 TO 450, 451 TO 459, 467 TO 469, 478, 481, 482 ONLY REFRESHING THE KNOWLEDGE.

MUST KNOW : CRIMINAL LAW AMMENDMENT 2013

EVIDENCE ACT

REFRESHING KNOWLEDGE OF :-

SECTION 1, 3, 4, 5 TO 11, 14, 20(A), 22 TO 30, 32 TO 35, 36, 38, 45, 45 (A), 46, 47, 47(A), 51, 53, 53(A), 59, 60, 61 TO 65, 65(A), 65(B), 67, 67(A), 73, 73(A) TO 77, 80, 81, 81(A), 85(A), 85(B), 85 (C), 87, 88(A), 91, 101 TO 106, 113(A), 113(B), 114, 114(A), 118, 120, 122 TO 125, 132, 133, 134, 137, 138, 145, 149 TO 152, 159, 166.

ONLY REFRESHING THE KNOWLEDGE.

MUST KNOW : CRIMINAL LAW AMMENDMENT 2013

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DETAILED SYLLABUS

2. LAW PAPER II

MINOR ACT

ALLOTTED PERIOD - 26

1. NATIONAL SECURITY ACT 1980
2. POLICE ACT 1861, 1881, 1849
3. ARMS ACT AND RULES 1959
4. INDIAN EXPLOSIVE ACTS AND RULES 1984
5. EXPLOSIVE SUBSTANCE ACT 1950
6. SCHEDULED CAST AND SCHEDULED TRIBE (*PREVENTION OF ATROCITIES*) ACT 1989
7. THE REPRESENTATION OF PEOPLE ACT 1951
8. THE PASSPORT ACT 1920, 1967, 1978
9. NDPS ACT 1985
10. I.T ACT 2000
11. WITCH CRAFT PROHIBITION ACT 2001
12. PROTECTION OF HUMAN RIGHT ACT 1993
13. IMMORAL TRAFFIC PREVENTION ACT 1956
14. CRIMINAL LAW AMENDMENT ACT 1908, 1932, 1938, 1961, 1969, 1972, 1983, 1983(2ND), 1990, 1993, 2005
15. UAPA ACT 1967
16. PROTECTION OF CHILDREN FROM SEXUAL EXPLOITATION ACT 1912
17. PROTECTION OF WOMEN FROM DOMESTIC VIOLENCE ACT 2005
18. JUVENILE JUSTICE (CARE AND PROTECTION OF CHILDREN ACT) 2000
19. INDECENT REPRESENTATION OF WOMEN (*PROBIHITION*) ACT 1986
20. SEXUAL HARRASHMENT OF WOEN AT WORK PLACE 2013
21. COPY RIGHT ACT. 1957
22. THE PREVENTION OF SEDITIONOUS MEETINGS ACT, 1911.
23. M.V ACT. 1988
24. CHILD LABOUR (RESTRICTION AND REGULATION) ACT, 1986
25. THE PREVENTION OF CORRUPTION ACT, 1988
26. BIHAR CONTROL OF CRIME ACT, 1981

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DETAILED SYLLABUS

3. SIRISTA

ALLOTTED PERIOD - 23

1. F.I.R.
2. CRIME DETAILED FORM (A,B,C,D)
3. INQUEST/ DEAD BODY CHALLAN
4. CD PART1,2,3
5. INQUIRY SLIP/C.D SLIP
6. INJURY REQUISITION/ NON FIR REGISTER
7. ALPHABETICAL INDEX/MO INDEX
8. KHATIYAN PART-I/II
9. DACOITY/ROBBERY REGISTER
10. ARRESTMEMO /INSPECTION MEMO
11. FINAL FORMS
12. SEARCH LIST
13. U.D CASE REGISTER /FIR

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DETAILED SYLLABUS

4. SCIENTIFIC AID TO INVESTIGATION

ALLOTTED PERIOD - 15

1. LAW RELATING TO EXPERTS AND SCIENTIFIC EVIDENCE OTHER EXPERTS INSTITUTIONS
2. SCENE OF OCCURRENCE
3. PHYSICAL EVIDENCE
4. FINGER PRINTS (INCLUDING PRACTICAL)
5. LIFTING PACKING AND SENDING OF EXHIBIT TO F.S.L. (INCLUDING PRACTICAL)

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SYLLABUS OF PROMOTIONAL COURSE FOR A.S.I. to SUB-INSP.

DETAILED SYLLABUS

5. INVESTIGATION AND PROSECUTION

ALLOTTED PERIOD - 100

1. WHAT IS INVESTIGATION DISTINCTION BETWEEN ENQUIRY AND INVESTIGATION
2. PREPARATION OF F.I.R
3. PROCEDURE AND METHOD OF INVESTIGATION
4. INSPECTION OF SCENE OF CRIME
5. RIGHT WAY TO COLLECT EVIDENCE (ORAL, PHYSICAL, DOCUMENTARY)
6. INTERROGATION OF SUSPECTS/ EXAMINATION OF WITNESSES
7. COMMON LACUNAE IN INVESTIGATION
8. RECORDING OF CONFESSIONAL STATEMENT EXTRA JUDICIAL CONFESSION, DYING DECLARATION
9. ARREST – WHEN AND HOW TO BE MADE-DIRECTION OF SUPREME COURT. OBSERVANCE OF HUMAN RIGHTS IN AND AFTER ARREST
10. SEARCH AND SEIZURES
11. PREPARATION OF CASE DIARIES/ STATION DIARIES/P.D
12. PREPARATION OF FINAL REPORT/ CHARGESHEET
13. PREPARATION OF SPECIAL REPORT
14. HOW TO RECORD STATEMENT OF RAPE VICTIM
15. HOW TO GET STATEMENT OF ACCUSED/WITNESS RECORDED U/S 164 CR.P.C
16. HOW TO GET EVIDENCE RECORDED UNDER 299 CR.P.C IN COURT AFTER SUBMITTING FINAL FORMS
17. HOW TO MOVE COURT FOR CANCELLATION OF BAIL
18. HOW TO INVESTIGATE UNNATURAL DEATH CASES
19. PREPARATION OF NSA/CCA
20. HOW TO MOVE COURT FOR POLICE REMAND
21. INVESTIGATION OF CUSTIDIAL DEATH
22. INVESTIGATION OF PROPERTIES OFFENCES ESPECIALLY BANK, ROAD AND HOUSE DACOITY
23. INVESTIGATION OF ARSON/ EXPLOSION CASES
24. INVESTIGATION OF MURDER CASES
25. INVESTIGATION OF WHITE COLLAR CRIMES
26. INVESTIGATION OF ORGANISED CRIME
27. INVESTIGATION OF PLASTIC CARD/ATM CARD/DEBIT CARD FRAUD
28. INVESTIGATION OF JUVENILE CASES
29. INVESTIGATION OF RAPE CASES
30. INVESTIGATION OF DOWRY DEATH/ HOMICIDE
31. INVESTIGATION OF BANK FRAUD/COMMERCIAL FRAUD MONEY LAUNDERING CASES
32. INVESTIGATION OF CYBER FRAUD CASES
33. INVESTIGATION OF HUMAN TRAFFICKING CASES
34. RECENT JUDGEMENT OF S.C OF INDIA & HIGH COURT, RANCHI.
35. CASE STUDY ON DIFFERENT TYPES OF HEINOUS CRIME

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DETAILED SYLLABUS

6. CONSTITUTION OF INDIA HUMAN RIGHT AND ADMINISTRATION

ALLOTTED PERIOD - 15

1. PREAMBLES, FUNDAMENTAL RIGHT, ARTICLE 12 TO 14 19 TO 22, 25, 26, 29, 32, 33, 51A, 105, 124, 308 TO 312A AND 323 B
2. HUMAN RIGHTS AND CONSTITUTIONAL PROVISIONS
USE OF FORCE BY POLICE. LEGAL PROVISIONS FOR PROTECTION OF HUMAN RIGHTS IN POLICE WORK WITH EMPHASIS ON PROVISIONS IN INDIAN LAWS ENFORCEABLE BY THE POLICE.
3. ARTICLES 20 AND 21 OF THE CONSTITUTION-SUPREME COURT AND HIGH COURT JUDGMENTS
4. DEPARTMENTAL INSTRUCTION AND COURT JUDGMENTS ON THE TREATMENT OF COMPLAINTS. VICTIMS OF CRIME,
5. WITNESSES, SUSPECTS AND ARRESTED PERSONS. DEPARTMENTAL AND SUPREME COURT DIRECTIONS ON THE USE OF HANDCUFFS.
6. VIOLATION OF HUMAN RIGHTS BY POLICE :
 - (A) CUSTODIAL CRIMES
 - (B) EXTRA JUDICIAL EXECUTIONS
 - (C) TORTURE AND OTHER INHUMAN TREATMENT OF PEOPLE TO OBTAIN EVIDENCE CAUSES AND CURES.
 - (D) DO'S AND DONT'S WITH REGARD TO HUMAN RIGHTS AND ETHICAL STANDARDS FOR LAWFUL POLICING. UN CODE OF CONDUCT FOR LAW ENFORCEMENT OFFICIALS.

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DETAILED SYLLABUS

8. COMPUTER AWARENESS

ALLOTTED PERIOD - 30

1. WHAT IS COMPUTER
2. DIFFERENCE BETWEEN COMPUTER AND CALCULATOR
3. SYSTEMATIC REPRESENTATION OF COMPUTER
4. INPUT-OUTPUT DEVICE
5. GENERATION OF COMPUTER
6. WORKING PROCEDURE OF C.P.U.
7. ADVANTAGES OF USING COMPUTER
8. SORT NOTES ON (FLOPPY DISK, HARD DISK MAGNETIC TAPE, PUNCH CARD, OMR ETC.)
9. TYPES OF PRINTER
10. TYPES OF COMPUTER
11. TYPE OF MEMORY (TYPE OF RAM AND ROM)
12. LANGUAGES OF COMPUTER
13. NETWORKING SYSTEM (SERIAL, STAR, FULLY INTER CONNECTED, LAN, INTERNET ETC.)
14. MODEM
15. OPERATING SYSTEM
16. COMPUTER VIRUS
17. COMPUTER CRIMES

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DETAILED SYLLABUS

9. POLICE BEHAVIOUR AND ATTITUDE

ALLOTTED PERIOD -30

1. WHAT IS POLICE ATTITUDE & NEED FOR ATTITUDINAL CHANGE
2. POLICE IMAGE & ITS NEED TO IMPROVE
3. EFFECTIVE COMMUNICATION SKILL
4. POLICE STRESS & HOW TO COPE WITH
5. DO'S & DON'T BY POLICE PERSONNEL WHILE DEALING THE PEOPLE
6. ETHICS AND MORAL OF POLICE
7. CODE OF CONDUCT FOR POLICE PERSONNEL'S
8. TIME MANAGEMENT
9. ETHICAL BEHAVIOUR AND ATTITUDE
10. LEADERSHIP AND TEAM WORK
11. NEGOTIATION SKILL.
12. HOW TO DEAL VICTIMS (VICTIMOLOGY)
13. DEVELOPING POSITIVE ATTITUDE
14. DEVELOPING SOFT SKILL AMONG POLICE PERSONNEL
15. PRO ACTIVE POLICING POLICE-COMMUNITY RELATION-IMPORTRANCE & TECHNIQUE
16. CONDUCT IN UNIFORM
17. ETIQUETTE AND MANNERS
18. AUTO-BIOGRAPHY OF MAHATMA GANDHI, BIO-GRAPHY OF SWAMI VIVEKANAND, BIO-GRAPHY OF MOTHER TERESHA

JHARKHAND POLICE ACADEMY, HAZARIBAG.

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OUTDOOR TRAINING

11. PHYSICAL TRAINING

ALLOTTED PERIOD - 30

1. INTRODUCTION TO PHYSICAL TRAINING AND IMPORTANCE OF VARIOUS BODY ORGANS
2. RECRUIT P.T. TABLES 1 TO 6
3. P.T. WITH RIFLE
4. OBSTACLE TRAINING
5. HORSE AND GROUND WORK
6. UNARMED COMBAT
7. YOGA
8. ROAD WALK AND RUN (2, 3, 4, 5, 6, 8, 10 K.M.)
9. SPEED MARCH (10, 12, 15, 16 K.M.)

13. WEAPON TRAINING

ALLOTTED PERIOD - 36

1. 7.62 SLR
2. 5.56 INSAS
3. 9mm Pistol
4. 7.62 LMG
5. 5.56 LMG
6. 9mm Carbine
7. AK47
8. HE 36 Grenade
9. UBGL
10. 51mm Mortar
11. 83mm Mortar

FIRING From

1. 7.62 SLR
2. 5.56 INSAS
3. 9mm Pistol
4. AK47
5. 9mm Carbine

10 Rds Each

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"
"
"

14. EXPLOSIVE AND I.E.D.

ALLOTTED PERIOD - 10


1. WHAT IS EXPLOSIVE
2. TYPES OF EXPLOSIVE
3. ACCESSORIES OF EXPLOSIVE
4. I.E.D. AND TYPES OF I.E.D.
5. PRECAUTION TAKEN FROM I.E.D.

15. TACTICS (INCLUDING TWO DAY JUNGLE TRAINING CAMP)**ALLOTTED PERIOD - 40**

1. NAXALS, THEIR ORGANISATION, DOCTRINE & PRESENT SITUATION IN JHARKHAND
2. PRECAUTIONARY GUIDELINES TO UNDERTAKE ANTI-NAXAL OPERATION IN JHARKHAND
3. CASE STUDIES ON LWE
4. INT COLLECTION BY TECHNICAL MEANS IN LWE AFFECTED AREA OF JHARKHAND
5. SURVEILLANCE
6. STAGES OF PLANNING OF TACTICAL OPS WITH EMPHASIS ON BRIEFING & DEBRIEFING
7. AMBUSH, COUNTER AMBUSH
8. ROP & CONVOY PROTECTION
9. UGRAWADI ILAKON ME POLICE OUTPOST KA LAGANA AUR USKI SURKSHA
10. TACTICAL MOVE IN JUNGLE
11. RAID ON HIDE OUT CORDON AND SEARCH OPS
12. SEEK AND DESTROY OPS
13. COMBING
14. IMMEDIATE ACTION DRILL
15. ATTACK ON LUP
16. MULTIPLE PATROLING CONCEPT
17. ROOM INTERVENTION
18. NAKABANDI
19. VEHICAL & BUILDING SEARCH
20. POLICE ENCOUNTER
21. V.I.P. SECURITY

16. G.P.S. NAVIGATION**ALLOTTED PERIOD - 16**

1. GRID & NON-GRID MAP SE PARICHAY, CONVENTIONAL SIGNS AUR DHARATALIYA AAKRITIYA
2. GPS GENERAL INFORMATION
3. HOW TO SET A GPS
4. HOW TO KNOW OWN POSITION IN MAP
5. HOW TO REGISTER A PLACE
6. HOW TO SEE A REGISTERED WAYPOINT
7. HOW TO MOVE FROM PLACE 'A' TO PLACE 'B'


**JOINT DIRECTOR,
JHARKHAND POLICE ACADEMY,
HAZARIBAG.**