

Syllabus for Basic Training of Cadet Sergeants of Kolkata Police

Block Syllabus

Time Management: Calculation of available training days and period details

Duration of Basic Training: Twelve months

- a) Institutional Training at SVSPA, WB, Barrackmpore : 08 months (240 days)
 b) Unit Practical Training & Attachments : 04 months (120 days)

A. Institutional Training at SVSPA, WB : Training Abstract

Duration of Institutional Training at SVSPA, WB	:		240 days
Less Sundays	:	32 days	
Less 2 nd & 4 th Saturdays	:	16 days	
Less Holidays (approx)	:	06 days	
Less Exam days	:	08 days	
Less Days for POP rehearsal	:	10 days	

Total Training days available at SVSPA, WB : 168 days

Total No. of Indoor periods to be available: (168 x 4)	=	672 periods
Indoor periods per day	=	4 Periods
Duration of 01 period	=	45 minutes
Total No. of Outdoor periods to be available: (168 x 5)	=	840 periods
Outdoor periods per day	=	05 periods
Duration of 01 period	=	40 minutes

❖If unforeseen wastage exceeds 10 days, training duration will be extended accordingly.

B. Unit Practical Training & Attachments : 04 months (120 days)

Sl.	Police Unit	Duration	Training Input
1	Police Station attachment:	1 Month	Functioning of PS including maintenance of records & registers related to general duties & investigation.
2	Traffic Training School, Traffic Guard, Traffic Control Room	1 Month	Practical Training on Traffic Management, Coordination between Traffic Guards and other Units
3	Security of vital installations: Reserve Force – Security Control Organization – Armed Police Units	1 Month	Different functioning of Reserve Force and Security Control Organization And Armed Police Battalions
4	Wireless Branch, Special Task Force, Head Quarter Force	1 Month	Functioning of wireless Branch, STF and Head Quarter Force.

C. Allotment of Marks on Academic Outdoor Subjects & Internal Assessment

Sl.	Number of Papers / Subjects	Papers	Marks Allotted
1	Total Number of Academic Papers / Subjects	6	600
2	Total Number of Outdoor Papers / Subjects	13	550
3	Internal Assessment for Academic Training		50
4	Internal Assessment for Outdoor Training		50
Total Marks Allotted for Institutional Training			1250

**Modules for Academic Training and Allocation of periods and marks.
Modules for Outdoor Training and Allocation of periods and marks.**

Sl. No	Modules	Full Marks	Periods
1.	Paper – I : General Studies on Policing A. Constitution of India & Protection of Human Rights B. Social issues and Policing C. Fundamentals of Criminology	100	80
2.	Paper – II- Police Organization, Administration & Management A. Police Organization & Administration B. Leadership & Management in Police	100	70
3.	Paper – III : Law & Procedure (with book) A. Indian Penal Code B. Code of Criminal Procedure C. Indian Evidence Act D. Special & Local Laws	100	232
4.	Paper – IV : Police Management A. Police Station Management B. Investigation of Crime C. Law & Order Management	100	80
5.	Paper-V : Metropolitan Police and Sergeant’s Duty A. Traffic Management B. Disaster Management C. Reserve Force Management D. Armed Police Management E. Management of Wireless Branch	100	100
6.	Paper-VI: Investigation of Cyber Crime & Appreciation Programme A. Computer Appreciation & Investigation of Cyber Crime Cases B. Telecommunication Appreciation C. Language Appreciation (Hindi /Bengali)	100	110
Total Marks & Periods allotted		600	672

SL.	OUTDOOR SUBJECTS	PERIODS	MARKS
1.	PT	150	100
2.	YOGA	50	20
3.	DRILL	150	100 (Marks 75 for Practical + Marks 25 For Theoretical)
4.	WEAPON TRAINING & FIRING	140	200 (Knowledge of Weapon[Oral] – 75 + Range Firing – 125)
5.	SWIMMING	50	20
6.	MOTOR MECHANISM, DRIVING AND MOTOR CYCLE RIDING	60	20
7.	GAMES / GYM	80	Non Evaluated
8.	EXPLOSIVES & BOMB DETECTION / DISPOSAL	05	Non Evaluated
9.	EQUESTRAIN	30	20
10.	UAC	50	20
11.	FIELD CRAFTS & TACTICS, MAP READING, NAVIGATION	50	50
12.	ONE MINUTE DRILL	05	Non Evaluated
13.	MODULAR TRAINING ON RIOT CONTROL MANAGEMENT WITH LESS LETHAL WEAPONS	20	Non Evaluated
Total		840	550

Academic Training, Examination and Evaluation at a Glance

Sl	Paper / Subject	Methodology of Examination	Setting of Question Paper & evaluation	Allocation of marks
1.	Paper – I : General Studies on Policing A. Constitution of India & Protection of Human Rights B. Social issues and Policing C. Fundamentals of Criminology	Written Examination	Question paper to be set by external faculty and Evaluation to be caused by DIG. Training	100
2.	Paper – II- Police Organization, Administration & Management A. Police Organization & Administration B. Leadership & Management in Police	Written Examination	Question paper to be set by external faculty and Evaluation to be caused by DIG. Training	100
3.	Paper – III : Law & Procedure (with book) A. Indian Penal Code B. Code of Criminal Procedure C. Indian Evidence Act D. Special & Local Laws	Written Examination	Question paper to be set by external faculty and Evaluation to be caused by DIG. Training	100
4.	Paper – IV : Police Management A. Police Station Management B. Investigation of Crime C. Law & Order Management	Written Examination	Question paper to be set by external faculty and Evaluation to be caused by DIG. Training	100
5.	Paper-V : Metropolitan Police and Sergeant's Duty A. Traffic Management B. Disaster Management C. Reserve Force Management D. Armed Police Management E. Management of Wireless Branch	Written Examination	Question paper to be set by external faculty and Evaluation to be caused by DIG. Training	100
6.	Paper-VI: Investigation of Cyber Crime & Appreciation Programme A. Computer Appreciation & Investigation of Cyber Crime Cases B. Telecommunication Appreciation C. Language Appreciation (Hindi /Bengali)	Reading, Writing & Speaking skill to be evaluated	Question paper to be set and Evaluation to be caused by DIG. Training	100

Evaluation of Training, Internal Assessment & Diploma Certification:

- i. The external question setter of Final Examination shall be provided the model questions on the subjects with approved syllabus and communication the instruction to set the question papers on the basis of **50%** subjective and **50%** objective in nature. The qualifying marks will be **40%** in each paper.
- ii. Internal assessment marks (**50** Marks allotted for In-door Training assessment & **50** Marks allotted for Out-door Training assessment) will be allotted on the basis of performance in the examinations & general conduct of the trainee. Internal assessment marks will be given by the Director / Principal with the assistant of CLI & CDI.
- iii. On completion of Institutional Training at SVSPA, WB of 8-Months duration the Cadets will be passed out from the Academy and deployed in Districts / Units for under going 4-Months District Practical Training an attachment. **On receipt of confirmation from the Districts / Units in respect of successful completion of District practical an attachment training from the concerned District / Units heads, Certificate of the Calcutta University of one year Diploma course on Police Management will be issued accordingly.**

NOTE: Compendium of Instructions for Unit Practical Training & Attachments will be issued by SVSPA, WB accordingly.

Modules for Academic Training and Allocation of periods and marks

Paper – I: General Studies on Policing

Full Marks – 100, Periods allotted - 80

A. Constitution of India & Protection of Human Rights

Sl.	Topic	Periods
1.	The concept of rule of Law- The Constitution of India: Preamble – Fundamental Rights – Fundamental duties – Directive principle of state policy	4
2.	The Executive, Legislature and Indian Judicial System	2
3.	Criminal Justice System – Criminal Justice responsibilities of Police in Modern India	4
4.	Human Rights: Origin & Development – Protection of Human Rights in Law enforcement – Directions of Apex Court & Human Rights Commission - National and State Human Rights Commission	8
5.	Dealing with complainant / victim, witness and accused: Protection of Human Rights – Allegation against Police in respect of Custodial violence: Preventive strategies	6
Total Periods allotted		24

B. Social issues and Policing

Sl.	Topic	Periods
1.	Social Conflicts and Policing: Communalism, Casteism, Racism	4
2.	Political conflict & Policing: Separatism & Provincialism - Terrorism, Extremism & Insurgent activities - Role of Police	4
3.	Juvenile Justice: Police responsibilities & inter-agency coordination	9
4.	Women Justice: Police responsibilities & inter-agency coordination	9
5.	Community Policing: Concept & Good Practices- Police - Public Relationship – Code of Conduct for Police	2
6.	Dealing with mentally challenged persons with special reference to 'The Mental Healthcare Act, 2017'	2
Total Periods allotted		30

C. Fundamentals on Criminology

Sl.	Topic	Periods
1.	Concept of Crime –Types & changing pattern of crimes, especially in rural areas, urban areas & in metropolitan cities	4
2.	Criminological Factors: Individual & environmental factors	4
3.	Juvenile in conflict in Law: Causes & Consequences	2
4.	Social vices	2
5.	White Collar Crime, Economic Offences, Environmental Crimes: Causes & Consequences	8
6.	Modus Operandi	2
7.	Fundamental Concept of penology & victimology	4
Total Periods allotted		26

Paper – II- Police Organization, Administration & Management

Full Marks – 100,

Periods allotted - 70

A. Police Organization & Administration

(Relevant Provisions of PRB / PRC shall have to be imparted in different topics)

Sl.	Topic	Periods
1.	Organizational Set-up of the State Police & Metropolitan Police	3
2.	Functions of the Special Police Units of the state – District Police set up	3
3.	Functions of Metropolitan Police units	3
4.	Central Police Organizations: An overview	5
5.	Organization in aid of Police – Special Police officer – Home Guards – National Volunteer Force – Civic Police & Village Police Volunteer – Civil Defence – NGO in aid of Police	5
6.	Relationship Between Police Department & other Government Departments at various administrative levels	3
7.	Rank and Badges, Kit & Clothing	3
8.	Reward & Decorations	3
9.	Leave Rules – Service records - Medical Facilities and other welfare aspect	3
10.	Principles of Police conduct – Conduct Rules – Violation of Conduct Rules – Punishment & Appeal Rules	4
Total Periods allotted		35

B. Leadership & Management in Police

Sl.	Topic	Periods
1.	Organizational Theory and Human Resource	4
2.	Group Dynamics and Team Building	3
3.	Managing Change in Organization	3
4.	Leadership, Decision Making Styles and Empowerment	4
5.	Motivation and Performance Appraisal	4
6.	Types of Personality and Creativity	3
7.	Determinants of Human Behaviour: Self Concept, Values, Ethics, Attitude, Emotion and Temperament	4
8.	Dynamics of Relationships and Relationship Building	3
9.	Communication Skills and Conflict Resolution	4
10.	Managing Stress and Time	3
Total Periods allotted		35

Paper – III : Law & Procedure (with book)

Full Marks – 100, Periods allotted – 232

A. Indian Penal Code Marks - 30

Sl	Topic	Periods
1.	Introduction to the Indian Penal Code	3
2.	Preamble and sections (Sec 1 to 5)	4
3.	General explanations (Sec 6 to 52A)	6
4.	General exception (Sec 76 -106 IPC)	7
5.	Of Abetment (107 to 120)	4
6.	Criminal conspiracy (Sec 120A to 120B)	3
7.	Of offences against the State (Sec 121 to 130)	4
8.	Of offences against the public tranquility (141 to 160)	4
9.	Of offences affecting the public health, safety convenience Decency and Morals(Sec 268 to 294)	4
10.	Of offences relating to religion (Sec 295 to 298)	3
11.	Offences against the human body (Sec 299 to 377)	10
12.	Offences against property (Sec 378 to 420, 425, 426, 435, 436, 441 to 448, 454 to 461)	8
13.	Cruelty by husband or relatives of husband (498A+304B)	3
14.	Of Offences relating to marriage (Sec 494, 497 and 498)	3
15.	Criminal intimidation, insult & annoyance (Sec 503, 506, 507, 509 & 510)	2
16.	Attempts to commit offences (Sec.511)	2
Total Periods allotted		70

B. Criminal Procedure Code

Marks –30

(Relevant Provisions of PRC shall have to be imparted in different modules)

Sl	Topic	Periods
1.	Introduction : Definitions and classification of offences. (Sec 1 to 5, 36 & 37)	6
2.	Arrest, Custody and Escort & TI Parade Arrest: Meaning & purpose – Arrest with & without warrant – Arrest how made – After Arrest procedure – Right of Arrested persons with reference to NHRC guidelines & directives of Supreme Court (Sec 41 to 60A, 129 & 151)	8
3.	Process for compelling appearance Summons – Warrant – Proclamation & Attachment – Search & Seizure: Procedure & Practice – Search with and without Warrant Provision of Cr.PC (Sec 61 to 83,)	7
4.	Law Relating to Search to Seizure (91 to 104, 165 & 166)	7
5.	Maintenance of public order and tranquility (Sec 129 to 135, 144 to 148)	6
6.	Preventive actions of Police Obligation of Police – People's obligation to Police – Preventive Arrests by Police – Security for keeping peace & good behaviour (Sec 36 to 40, 149 to 153, 106 to 110, 116, 122)	6
7.	Investigation & Police Procedures Provisions of Cr.PC (Sec 154- 176)	10
8.	Bail & Bonds Provisions as to Bail Basic concept on Bail – Bail in Bailable & Non-bailable offences – Anticipatory Bail – Cancellation of Bail (Sec 436-439, 441(A), 446, 446A)	5
9.	Disposal of Property (Sec 451 to 459)	3
10.	Victim Compensation (357, 357A, 357B, 357C)	2
11.	Criminal trial & role of Police	10

Sl	Topic	Periods
	(a) Criminal Courts: Classification, Powers & Jurisdictions (Sec 3, 4, 6 to 35) (b) Cognizance of offences – Role of Public Prosecutor – Deposition of witness – Compounding of offences – Disposal of Property – Plea-bargaining (Sec 190 to 199, 200 to 204, 206 to 209) (c) Outline of Criminal trials: Summon Case & Warrant Case, Summary trial & Court of Session trial (Sec 206 & 260, 225 to 236, 238, 273, 274, 275, 280, 284, 291, 293, 294, 298, 299, 300, 313, 320, 321, 265A to 265L)	
	Total Periods allotted	70

C. Indian Evidence Act

Marks – 20

Sl	Topic	Periods
1.	Introduction : Concept & classification of evidence – The best evidence rule – Fact & facts in issue (Sec: 1,2,3& 4)	3
2.	Relevancy of facts (Sec 5 to 11, 14, 15)	2
3.	Admission and confession (17,18, 24 to 30)	2
4.	Statement of persons who cannot be called as witness – Particularly with reference to dying declaration Sec 32(1)	2
5.	Relevancy of opinion evidence (Sec 45 to 47A, 50, 51)	3
6.	Character evidence (Sec 52 to 54, 53A)	2
7.	Facts which need not be proved (Sec 56, 58)	2
8.	Oral & Documentary evidence (Sec 22, 22A, 34,35, 36, 59 to 67A, 73, 73A, 74 to 78, 90, 90A)	3
9.	Burden of Proof : Nature & Principle (Sec- 101 to 110)	2
10.	Presumptions (3,4,105,112,113A, 113B, 114A)	2
11.	Appreciation of evidence, witness & examination (Sec 118, 119, 125, 132, 134, 135 to 138, 141 to 143, 145, 146, 154, 157, 159,160, 165, 167)	2
	Total Periods allotted	25

D. Special & Local Laws

Marks - 20

Sl	Topic	Periods
1.	The Police Act 1861, Sec- 1 to 5, 7 to 10, 12 to 31, 34, 34A, 34B, 42, 44, 46.	5
2.	The NDPS Act 1985, Sec – 2, 7A, 8, 8A, 9 to 14, 15 to 32, 36, 36A, 37, 41 to 50, 55 to 58, 68A to 68E.	5
3.	The Indian Explosive Act, 1884.	3
4.	The Explosive Substance Act 1908, Sec 2 to 7.	3
5.	The Prevention of Damage to Public Property Act, 1984.	2
6.	The Motor Vehicle Act 1988	7
7.	The Information Technology Act 2000 Sec.2(1)(a), 2(1)(ha), 2(1)(i), 2(1)(j), 2(1)(k), 2(1)(l), 2(1)(o), 2(1)(p), 2(1)(q), 2(1)(r), 2(t), 2(ta), 66, 66A to 66F, 67, 67A, 67B, 74, 77, 78, 80, 81, 84, 84A	2
8.	The Right to Information Act, 2005	2
9.	The West Bengal Animal Slaughter Control Act, 1950.	2
10.	The Calcutta Police Act, 1866.	8
11.	The Calcutta Suburban Police Act 1866	4

Special Law relating to Children

12.	The Juvenile Justice (Care & Protection of Children) Act- 2000, Sec- 2(d) (e) (f) (g) (k) (l) (o) (q) (u) (w), 4, 6, 8 to 10, 12, 13, 15 to 18, 21, 23 to 29, 31, 32, 34, 37, 42, 44, 49, 63.	6
13.	The protection of children from sexual offences Act 2012, Sec 2,(a)(b)(c)(d)(f)(i), 3 to 12, 13 to 15, 16, 17, 19 to 23, 24 to 27, 29 to 31, 37, 41, 42, 42A.	4

Special Law relating to Woman

14.	The Immoral Traffic (Prevention) Act 1956.	3
15.	Sexual Harassment of women at work place (Prevention, Prohibition & Redressal) Act, 2013.	3

Special Law relating to Weaker Sections

16.	The SC & ST (Prevention of atrocities) Act 1989,	2
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Special Law relating to Environment & Animal Protection

17.	The Prevention of Cruelty to Animals Act, 1960	2
18.	The Environment (Protection) Act, 1986	2
19.	The Indian Wildlife (Protection) Act, 1972	2
	Total Periods allotted	67

Paper – IV : Police Management

Full Marks – 100, Periods allotted – 80

A. Police Station Management

Marks - 40

(Relevant Provisions of PRC shall have to be imparted in different topics)

Sl No.	Topic	Periods
1.	Statutory functioning of Police Station: Duties of the officers and force of PS with reference to PRC	2
2.	Caring of Government Properties including Arms & Ammunition and maintaining Relevant records	2
3.	Malkhana Management – Preservation and Disposal of Properties: Provisions of Cr.P.C, PRC - Procedure of making entry in property register	2
4.	Prevention of Crime – Methods and Strategies – Beats and patrol – surveillance – criminal intelligence.	2
5.	Community policing : Concept & experiment	2
6.	Records and registers maintained at PS Level as per provisions of PRC –(Maintenance of GD & FIR, Correspondence, Cash, process, Absconder register, Rough Register, All Arrest Register, MA case & UD Case Register, Khatian Inspection Register etc.)	10
7.	Report writing: a. Procedure regarding submission of reports to court & superior officers : General principle b. Submission of reports u/s 107/109/144 Cr.PC. c. Submission of Non-FIR Prosecution d. Submission of report relating to miscellaneous enquiries.	10
Total Periods allotted		30

B. Investigation of Crime

1.	Registration of crime	3
2.	Scene of Crime Management – Lifting, Packing, Labeling & Forwarding of Exhibits	4
3.	Search & Seizure and Recovery of Property	2
4.	Examination of witness and Recording of Statements	2
5.	Interrogation of Accused and Suspects	2
6.	Medical Examination and Inquest: Medico-legal & Forensic Aspects	3
7.	Arrest, Custody & Remand	2
8.	Identification Parade of persons & property	2
9.	Documentation of investigation	4
10.	Investigation of Specific Cases (Offence against property, Motor Accident Cases, Crime against women & Children)	8
11.	Trial of Cases – Coordination with PP/APPs- Court Craft and Trial Monitoring	4
Total Periods allotted		36

C. Law & Order Management

Marks - 15

Sl	Topic	Periods
1.	Maintenance of L/O : legal aspects and tactical aspects	3
2.	Crowd control & event Management - Dispersal of unlawful assembly : legal aspects and tactical aspects with reference to PRB/PRC/ PDPP Act & MPO Act.	5
3.	Riot Control: Principle & Strategy	3
4.	Election Management: Role of Police	3
Total Periods allotted		14

Paper-V: Metropolitan Police & Sergeant's Duty

Full Marks: 100

Periods Allotted: 100

A. Traffic Management

Sl No.	Topics	No of Periods
1	Traffic Police Organisation and Administration	2
2	Traffic Guard – Its functions – Duties of Police Officers attached to Traffic Guard.	2
3	Co-ordination with transport and municipal authorities	2
4	Road safety & Traffic Education, Rules to be obeyed by pedestrians on road.	3
5	Three E's of Traffic.	2
6	Traffic Sign, Road marking & signal - Signaling devices & Traffic Control	3
7	Signal Drill (Outdoor Demonstration)	3
8	Basic rule for traffic control - Traffic control & road safety	3
9	Road Courtesy & Ten Commandments for the Drivers	2
10	Co-ordination with other departments like Road Transport Authority, Municipal Corporation etc	2
11	Practical aspects of Traffic Management on the road	2
12	Environmental pollution created by traffic & its remedial measures.	2
13	The reason of street accident & congestion & remedial measures - Motor Collision/ Street Accident & duty of Traffic Police Officers	3
14	MV Act, 1988, MV Rules (WB MVR, CMVR, Rules of the Road Regulations, 1989) & the process of prosecuting the offenders	7
Total No. of Session		38

B. Disaster Management

Sl	Topic	Session
1	Definition as per D.M. Act, 2005 – Reasons for large number of disasters – impact of disasters – types of disasters	4
2	Flood, Earthquake, Cyclone – duties of Police	3
3	An overview of the Disaster Management system, Role of NGOs in disasters	3
4	Fire Prevention, Fire Fighting, Fire Safety Protection tips, and Duties of Police Officers at a fire	4
5	Disaster due to Traffic Accident – Prompt measures to be taken by Police after Road accident & Railway accident	3
Total No. of Sessions		17

C. Reserve Force Management

SL No	Topic	Session
1	Duties of Sergeants in Reserve Force	3
2	Guard: Sentry Duty - Lockup	2
3	Escort- Escorting of person arrested by Police- Escorting of Prisoners to and from Police Post Escorting of female and juvenile prisoners and lunatics- General Rules regarding Handcuff and irons for prisoners. [Recent ruling of Supreme Court] - Duties of Escort commander	3
4.	VIP Security: Definition of VIP – Categorization of VIPs – Threat perception of VIP – VIP Convoy - Security for VIPs in residence, office and during movements of VIPs	4
5.	Safe Guarding of Vital Installation and Protective Duties: Tactical aspect of security and Guard duties, planning & deployment of security forces- Role	4

	intelligence.	
Total No. of Sessions		16

D. Armed Police Management

SL No	Topic	Session
1	Duties of Sergeants, Subedar, Inspector in Kolkata Armed Police Battalion	2
2	Functions of the Deputy Commissioner ---Assistant Commissioner and others in Kolkata, Armed Police Battalions	2
3	Deployment of Force During Public meetings, Sports Meet, Fair & Festivals	3
4	Conduct of Elections - Maintenance of Armoury, MT Section, Clothing Store & Departmental Store in Kolkata Armed Police Battalion	6
Total No. of Sessions		13

E. Management of Wireless Branch

SL No	Topic	Session
1	General functioning of Sergeants in Wireless Branch	2
2	Use of Wireless Set – Air Discipline	2
3	Duties at the time of VIP Escorting	2
4	Coverage of Procession / Meeting & it's reporting	3
5	First time report and detail report of an accident / occurrence	3
6	Duty during Durgapuja, Cricket Match & any other festival	4
Total No. of Sessions		16

Paper-VI: Investigation of Cyber Crime & Appreciation Programme

Full Marks – 100, Periods allotted – 110

A. Computer Appreciation & Investigation of Cyber Crime Cases

Marks - 60

Sl	Topic	Periods
1.	Basic capacity building in computer handling and navigation (Practical hands-on-practice)	30
2.	Overview of Police Application Software in West Bengal & Kolkata Police [Special emphasis on CCTNS Project]	20
3.	Concept, Nature and types of Cyber Crimes & Laws relating to Cyber Crime	6
4.	Concept about Functioning of Internet – Network Security: Mobile Security, E-Mail Security, Desktop Security & Computer Virus	8
5.	Handling of Digital Evidences & Procedural Steps (SOP) of Investigation of Cyber Crime Cases	6
Total Periods allotted		70

B. Telecommunication Appreciation Programme

Marks - 20

Sl	Topic	Periods
1	Familiarization with Telecommunication system in Police	20
Total Periods allotted		20

C. Language Appreciation (Hindi /Bengali)

Marks - 20

Sl	Topic	Periods
1	Basic capacity building on reading, writing and speaking skill <ul style="list-style-type: none">• Hindi for Bengalee trainees• Bengali for non Bengalee trainees.	20
Total Periods allotted		20

08 MONTHS' OUTDOOR TRAINING MODULE FOR CADET SERGEANT (KP)

OUTDOOR TRAINING ABSTRACT

- | | |
|--|---------------|
| 1. Total training days available | = 168 days |
| 2. Total periods for outdoor training (168 x 5) | = 840 periods |
| 3. Duration of 01 (one) Outdoor Period | = 40 Minutes |
| 4. Outdoor Periods to be allotted in Morning Session | = 03 Periods |
| 5. Outdoor Periods to be allotted in Afternoon Session | = 02 Periods |

SL. NO	OUTDOOR SUBJECTS	PERIODS	MARKS
1.	PT	150	100
2.	YOGA	50	20
3.	DRILL	150	100 (Marks 75 for Practical + Marks 25 For Theoretical)
4.	WEAPON TRAINING & FIRING	140	200 (Knowledge of Weapon[Oral] – 75 + Range Firing – 125)
5.	SWIMMING	50	20
6.	MOTOR MECHANISM, DRIVING AND MOTOR CYCLE RIDING	60	20
7.	GAMES / GYM	80	Non Evaluated
8.	EXPLOSIVES & BOMB DETECTION / DISPOSAL	05	Non Evaluated
9.	EQUESTRAIN	30	20
10.	UAC	50	20
11.	FIELD CRAFTS & TACTICS, MAP READING, NAVIGATION	50	50
12.	ONE MINUTE DRILL	05	Non Evaluated
13.	MODULAR TRAINING ON RIOT CONTROL MANAGEMENT WITH LESS LETHAL WEAPONS	20	Non Evaluated
Total		840	550

Outdoor Training, Examination and Evaluation at a Glance

Sl. No.	Subject	Methodology of Examination	Methodology of evaluation	Allocation of Marks
1.	PT	Practical	Examination and Evaluation to be caused by DIG (Trg) WB	100
2.	YOGA	Practical	Examination and Evaluation to be caused by DIG (Trg) WB	20
3.	DRILL	Theoretical & Practical	Examination and Evaluation to be caused by DIG (Trg) WB	100 (Marks 75 for Practical + Marks 25 For Theoretical)
4.	WEAPON TRAINING & FIRING	Theoretical (Viva & Hands on Demo) Range Firing	Examination and Evaluation to be caused by DIG (Trg) WB	200 (Knowledge of Weapon[Oral] – 75 + Range Firing – 125)
5.	SWIMMING	Practical	Examination and Evaluation to be caused by DIG (Trg) WB	20
6.	MOTOR MECHANISM, DRIVING AND MOTOR CYCLE RIDING	Practical	Examination and Evaluation to be caused by DIG (Trg) WB	20
7.	GAMES / GYM	Non Evaluated		
8.	EXPLOSIVES & BOMB DETECTION / DISPOSAL	Non Evaluated		
9.	EQUESTRAIN	Practical	Examination and Evaluation to be caused by DIG (Trg) WB	20
10.	UAC	Practical	Examination and Evaluation to be caused by DIG (Trg) WB	20
11.	FIELD CRAFTS & TACTICS, MAP READING, NAVIGATION	Practical	Examination and Evaluation to be caused by DIG (Trg) WB	50
12.	ONE MINUTE DRILL	Non Evaluated		
13.	MODULAR TRAINING ON RIOT CONTROL MANAGEMENT WITH LESS LETHAL WEAPONS	Non Evaluated		
14.	INTERNAL ASSESSMENT	Class Attendance, Class Test and Conduct	CDI	50

PHYSICAL FITNESS PROGRAMME (PT)			
SL. NO.	SUBJECTS	PERIODS	MARKS
1.	PT Table Card 1 to 2 of West Bengal Police		
2.	<p>Run (A trainee who achieves the target prescribed below will qualify to appear Final Examination.</p> <p>For Male Trainees</p> <p>(a) Stamina (3 Periods of 40 Minutes each or 2 Hours per fortnight)</p> <p>End of 2nd Week - Run- 2.4 Km in 12 Minutes (as beginner)</p> <p>End of 4th Week - Run- 4 Km in 20 Minutes</p> <p>End of 6th Week - Run- 6 Km in 30 Minutes</p> <p>End of 8th Week - Run- 7 Km in 35 Minutes</p> <p>End of 10th Week - Run- 8 km in 40 Minutes</p> <p>End of 12th Week - Run- 9 km in 45 Minutes</p> <p>End of 14th Week - Run- 10 km in 50 Minutes</p> <p>End of 16th Week - Run- 11 km in 55 Minutes</p> <p>End of 18th Week - Run- 12 km in 60 Minutes</p> <p>(To be maintained at this level for the remainder of the training)</p> <p>For Female Trainees</p> <p>End of 2nd Week - Run- 1.6 Km in 10 Minutes (as beginner)</p> <p>End of 4th Week - Run- 2 Km in 12 Minutes</p> <p>End of 6th Week - Run- 4 Km in 24 Minutes</p> <p>End of 8th Week - Run- 5 Km in 30 Minutes</p> <p>End of 10th Week - Run- 6 km in 36 Minutes</p> <p>End of 12th Week - Run- 7 km in 42 Minutes</p> <p>End of 14th Week - Run- 8 km in 48 Minutes</p> <p>End of 16th Week - Run- 9 km in 54 Minutes</p> <p>End of 18th Week - Run- 10 km in 60 Minutes</p> <p>(To be maintained at this level for the remainder of the training)</p> <p>B) Endurance (3 periods of 40 minutes each or 2 hours fortnight)</p>	150	100

For Male Trainees

End of 3rd Week – Walk without rifle in uniform 4 Km.in 40 minuits.

End of 5th Week – Walk with rifle in FSMO B Scale Dress 5 kilometres in 50 Minutes

End of 7th Week – Walk with rifle in FSMO B Scale Dress 6 kilometres in 60 Minutes

End of 9th Week – Walk with rifle in FSMO B Scale Dress 8 kilometres in 80 Minutes

End of 11th Week – Walk with rifle in FSMO B Scale Dress 10 kilometres in 100 Minutes

End of 13th Week – Walk with rifle in FSMO B Scale Dress 12 kilometres in 120 Minutes

End of 15th Week – Walk with rifle in FSMO B Scale Dress 14 kilometres in 140 Minutes

End of 17th Week – Walk with rifle in FSMO B Scale Dress 16 kilometres in 160 Minutes

(To be maintained at this level for the remainder of the training)

For Female Trainees

End of 3rd Week – Walk without rifle in uniform 3 Km.in 30 minuits.

End of 5th Week – Walk with rifle in FSMO B Scale Dress 4 kilometres in 40 Minutes

End of 7th Week – Walk with rifle in FSMO B Scale Dress 5 kilometres in 50 Minutes

End of 9th Week – Walk with rifle in FSMO B Scale Dress 6 kilometres in 60 Minutes

End of 11th Week – Walk with rifle in FSMO B Scale Dress 7 kilometres in 70 Minutes

End of 13th Week – Walk with rifle in FSMO B Scale Dress 08 kilometres in 80 Minutes

End of 15th Week – Walk with rifle in FSMO B Scale Dress 09 kilometres in 90 Minutes

End of 17th Week – Walk with rifle in FSMO B Scale Dress 10 kilometres in 100 Minutes

(To be maintained at this level for the remainder of the training)

“B-Scale” – Dungree – Boot (Ammunition / Jungle), Anklet, Web Belt, Pouch, Haver Sack (Small) with 05-08

<p>Kg Wt., Jungle Hat & Rifle</p> <p>Physical Training also included For Male Trainees :</p> <p>1600 Mtrs. Run (Excellent – 6.30 Minutes, Good – 7 Minutes, Satisfactory – 7.30 Minutes)</p> <p>100 Mtrs. Run (Excellent – 12 Sec., Good- 13 Sec. , Satisfactory – 14 Sec.</p> <p>Chin UP – (Excellent – 10 Times, Good – 08 Times, Satisfactory – 06 Times)</p> <p>Sit Up – (Excellent – 40 Times, Good – 35 Times, Satisfactory – 30 Times)</p> <p>Push Up - (Excellent – 35 Times, Good – 30 Times, Satisfactory – 25 Times)</p> <p>Beep Test - (Excellent – Level 10, Good – Level 9, Satisfactory – Level 8</p> <p>Obstacle – Gate Vault, Double Ditch, 08 Ft Wall, Clear Jump, Ramp, Tunnel, Zig Zag Balance, Step Up (Excellent – 100%Complete, Good – 100%Complete, Satisfactory – 100%Complete All for 2/3 times – Based on Timing the marks will be given.</p> <p>Physical Training also included For Female Trainees :</p> <p>800 Mtrs. Run (Excellent – 3.3 Minutes, Good – 3.5 Minutes, Satisfactory – 4 Minutes)</p> <p>100 Mtrs. Run (Excellent – 13 Sec., Good- 14 Sec. , Satisfactory – 15 Sec.</p> <p>Chin UP – (Excellent – 10 Times, Good – 08 Times, Satisfactory – 06 Times)</p> <p>Sit Up – (Excellent – 40 Times, Good – 35 Times, Satisfactory – 30 Times)</p> <p>Push Up - (Excellent – 35 Times, Good – 30 Times, Satisfactory – 25 Times)</p> <p>Beep Test - (Excellent – Level 10, Good – Level 9, Satisfactory – Level 8)</p> <p>Obstacle – Gate Vault, Double Ditch, 08 Ft Wall, Clear Jump, Ramp, Tunnel, Zig Zag Balance, Step Up (Excellent – 100%Complete, Good – 100%Complete, Satisfactory – 100%Complete All for 2/3 times – Based on Timing the marks will be given.</p>		
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II PHYSICAL FITNESS PROGRAMME (YOGA)

<p>Yogasanas</p> <p>a) Pawan muktasan group and surya namaskar</p> <p>b) Ashans for eyes(six ashans)</p> <p>c) Shithlikaran ashans(Six ashans)</p> <p>d) Bajrashans and ashans of bajrashan group(four ashans)</p> <p>e) Ashans of standing, sitting and lying positions</p> <p>f) Medium ashans group(Yog mudra, matsyasana, kukutasana, garbhasana)</p> <p>g) Back bending ashans (Bhujang ashans, sarpasana, shalbhans, chakarashans)</p> <p>h) Forward bending ashans(Paschimotar asana, pad hastasana).</p> <p>i) Asans with the help of head(Shirsh asana, sarvang asana, hal asana)</p> <p>j) Asans for balance(bak asans, brikasana, tuladandasana)</p> <p>k) Pranayam</p> <p>Reference : Asans, prayanam, mudra, bandh, by Swami Satyanand Saraswati of Bihar Yog Vidyalaya, Munger.</p>	50	20
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III DRILL

Drill (Marks 75 for Practical + Marks 25 For Theoretical = Total 100 Marks) (1 period per day for 12 weeks; then 3 periods per week for 12 weeks; then 2 periods per week for the remaining period of training):
 Definition, object of drill, theory of drill training, preparation, method of training, general instruction, words of command, inspection.

SL. NO.	SUBJECTS	PERIODS	MARKS
1.	Dress Code for Daily Parade, Muster Parade , Working Uniform, Ceremonial Parade and wearing of civvies	150	100
2.	Attention – stand at ease and stand easy (Savdhan, Vishram, Aram Se)		
3.	Forming up in three ranks, two ranks (Tin Line Bana, Do Line Bana)		
4.	Dressing (Sajna aur Line Sidhi Karna)		
5.	Numbering and Proving (Ginna aur Parakhna)		
6.	Formation of Squad with Intervals (Antar ki sath squad banana)		
7.	Turning and Incline at the Halt (Dahine ya Baye Mur, Piche Mur, Adha Dahine / Adha Baye Mur – Ginti se bhi) by Number and Judging Time		
8.	Dismissing and falling out-sizing (Visarjan aur Line Todr), Take Post (Apna Jagah Lo)		
9.	Salute to the Front, Right and Left at the halt (Samne Salute, Dahine aur Baye Salute - Tham Kar)		
10.	Side Pace- Pace Forward and to the Rear (Bagli Kadam, Age aur Piche – Kadam Chalna)		
11.	Open and Close Order at the Halt (Khule Line Chal, Nikat Line Chal – Tham Kar)		
12.	Marking Time Slow and Halt (Dhire Kadam Tal aur Tham) including Turning at Slow Time (Dhire Kadam Tal Se Murna)		
13.	Salute to the Front, Right and Left at the making time slow (Samne, Dahine aur Baye Salute Dhire Kadam Tal Se)		
14.	Marking Time Forward and Halt at the Slow Time (Dhire		

	Kadam Tal Se Age Bar aur Tham)		
15.	Wheeling, Turning and Diagonal March in Slow Time (Ghumna, Murna aur Kona Chal – Dhire Chal Main)		
16.	Blank File in three line and two line (Blank ka kam tin line main aur do line main)		
17.	Squad Drill in Position of Halt (Tham ki abastha par Squad Drill)		
18.	Change Direction by Forming at Making Slow Time (Dhire Kadam Tal Se Disha Badalna)		
19.	Change Direction by Forming at the Halt and on the March in Slow Time (Dhire Chal Se Disha Badalna aur Thamna)		
20.	Marking Time at Quick and Halt (Tej Kadam Tal aur Tham)		
21.	Saluting on the Marking Time Quick and Marching Quick – Front, Right & Left (Tej kadam tal main salute, Tej Chal main Samne, Dahine aur Baye Salute)		
22.	Wheeling, Turning and Diagonal March in Quick Time (Ghumna, Murna aur Kona Chal Tej Kadam Tal Se)		
23.	Marking Time Forward and Halt at Quick Time (Tej Kadam Tal se Age Bar aur Tham)		
24.	Change Step into Slow and Quick Time (Dhire aur Tej Kadam Tal main Kadam Badalna)		
25.	Marching, Marking Time and Halting in Double Time (Dour Kadam Tal se Age Bar aur Tham, Daur Chal Aur Tham)		
26.	Breaking into Slow, Quick and Double, When Making Time (Dhire Chal, Tej Chak aur Dour Chal main ana – Kadam Tal se)		
27.	Change Direction by Forming at the Halt – and on the March in Quick Time (Tej Chal main Disha Badalna aur Tham Kar Abastha Main) including Forming Squad from in threes (Tin o Tin main Squad Banana)		
28.	Marching in a File - Forming Single from the Left / Right at Quick / Slow March (Dhire Chal / Tej Chal se Ek File Banana – Dahine ya Baye Se) and Reforming Squad in threes (Phir Line Banana)		
29.	Drill With Arms – Attention , Ease, Easy including Turning at the Halt (Tham Kar Shastra ke Sath Savdhan, Vishram, Aram Se aur Murna) Knowledge about Drill Arms including Dismantling and Assemble		
30.	Saluting with Arms – At the Order Arms, Slope Arms, Shoulder Arms and on the move (Sastra ke sath salute, Baju sastra, Kandhe sastra, Bagal sastra main salute, Sastra ke sath chalti halat main salute)		
31.	Slope Arms (Kandhe Sastra)		
32.	Shoulder Arms (Bagal Sastra)		
33.	Order Arms (Baju Sastra)		
34.	Present Arms (Salami Sastra)		
35.	Port Arms (Baye Sastra)		
36.	High Port (Uncha Baye Sastra)		
37.	Examine Arms (Janch Sastra)		
38.	Trail Arms (Tol Sastra)		
39.	Short Trail (Samtol Sastra)		
40.	Change Arms (Badal Sastra)		
41.	Secure Arms (Sambhal Sastra)		
42.	Ground Arms (Bhumi Sastra)		

43.	Sling Arms (Latakan Sastra)		
44.	For Examine Port Arms (Nirikshan ke Liye Baye Sastra)		
45.	Charge Arms (Tan Sastra)		
46.	Squad Drill with Arms at the Quick March (Sastra ke Sath Squad Drill Tej Chal Main)		
47.	Platoon Drill with Arms at the Quick March (Sastra ke Sath Platoon Drill Tej Chal Main)		
48.	Extended Order Drill (Bistrit Vidhi Main Kawayad)		
49.	Ceremonial Drill (Samaraho Kawayad)		
50.	Street Lining (Marg Pankti)		
51.	Lathi Drill (Lathi Kawayad)		
52.	Guard Checking		
TOTAL		130	100

IV WEAPON TRAINING :

SL.	SUBJECTS	PERIODS	MARKS
1	.303 rifle : Opening, assembling, sight setting, cleaning & safety, load unload, holding, aiming, trigger operation, one round fire, change of sight-aiming two, bolt manipulation, high standard cleaning, snap shooting, aiming three, aiming four, parrying, fire from low cover, fire on moving target, method of working of rifle.	140	10
2	.38 revolver : Safety precaution, cleaning, loading unloading, holding, aiming, cock, uncock, assembling.		15
3	9 mm pistol : Safety precaution, cleaning, loading unloading, holding, aiming, cock, uncock, assembling.		20
4	7.62 mm SLR : Introduction, opening, safety precaution, cleaning, loading, unloading, holding, aiming, cock, uncock, assembling.		10
5	AK 47 rifle : Introduction, opening, safety precaution, cleaning, loading, unloading, holding, aiming, cock, uncock, assembling.		10
6	5.56 INSAS rifle : Introduction, opening, safety precaution, cleaning, loading, unloading, holding, aiming, cock, uncock, assembling		10
7	Musketry Range Fire		125
TOTAL		140	200

MUSKETRY PRACTICE & FINAL FIRING AT RANGE

Sl.	Type of Arms	1 st Periodical Practice (Not evaluated)	2 nd Periodical Practice (Not evaluated)	Final Examination	Total Ammunition	Marks for Final Examination
1	.303" Rifle	4	4	12	20	12 X 02 = 24
2	.38" Revolver	6	6	6	18	06 X 02 = 12
3	9 MM Pistol	6	6	6	18	06 X 02 = 12
4	7.62 MM SLR	5	6	14	25	14 X 02 = 28
5	AK-47 Rifle	5	5	12	22	12 X 02 = 24
6	5.56 MM INSAS	5	5	12	22	12 X 02 = 24
TOTAL		31 Rds.	32 Rds.	62 Rds.	125 Rds.	124 Marks
Range Discipline		-	-	-		01 Mark
Grand Total		-	-	-		125 Marks

Marks for Bull : 02, Marks for Centre : 01

[TARGET SIZE FOR .38" REVOLVER & 9 MM PISTOL – FIGURE TARGET]

[TARGET SIZE FOR .303" RIFLE, 7.62 MM SLR, AK-47, 5.56 MM INSAS – 3 FT. DIA METER TARGET]

V. SWIMMING

SL.NO.	SUBJECT	PERIOD	MARKS
1.	Introduction with Swimming & Pool	50	20
2	Breathing Control		
3	Leg Action		
4	Arm Action		
5	Combined Swimming		
6	Various Type of Swimming		
TOTAL		50	20

VI. MOTOR MECHANISM, DRIVING AND MOTOR CYCLE RIDING

SL.NO.	SUBJECT	PERIOD	MARKS
1.	Maintenance of Motor Cycle & Jeep	60	20
2	Mechanism of Motor Cycle & Jeep		
3	Driving of Motor Cycle & Jeep		
TOTAL		60	20

VII. GAMES & GYM

SL.NO.	SUBJECT	PERIOD	MARKS
1.	Athletic & Games (Football, Volly Ball, Basket Ball, Kabadi, Cricket etc.) – Periods on Games / Gym will be allotted in every training day.	80	Non Evaluated
Total		80	

VIII. EXPLOSIVE & BOMB DETECTION / DISPOSAL

SL.NO.	SUBJECT	PERIOD	MARKS
1.	Definition – Types of Explosives and accessories.	05	Non Evaluated
2.	Initiation – Charge – Chain of detonation.		
3.	Claymore Mines and Improvised explosive Devices (IEDs) – Bomb diffusion and disposal, country made bombs		
4.	Precaution against explosives.		
Total		05	

IX EQUESTRAIN

SL.NO.	SUBJECT	PERIOD	MARKS
1.	Mounting / Dismounting	30	5
2	Walk & Trot		15
Total		30	20

X UNARMED COMBAT

SL NO.	SUBJECT	PERIOD	MARKS
1.	Destroying energy of karate, taking of position, art of falling, exercise of karate for beginners, self defence in case of attack with knife, lathi, gun, pistol etc.	50	20
Total		50	20

XI FIELD CRAFTS & FIELD TACTICS

SL NO.	SUBJECT	PERIOD	MARKS
1.	Field Craft :- a) Definition of Field Craft. Why Things are seen Demonstration b) Judging Distance / Demonstration c) Indication & recognition of targets d) Camouflage & Concealment / Demonstration e) Fire Control Order f) Observation by Nights g) Stalking / Demonstration	20	50
2.	Field Tactics :- a) Patrolling / Demonstration b) Ambush / Demonstration c) Cordon & Search of a village / Demonstration d) Hostile hideout operation / Demonstration e) Combing operation / Demonstration f) Contingency plan & Camp Sentry in LWE Area	20	
3.	Map Reading, Navigation	10	
TOTAL		50	50

XII ONE MINUTE DRILL

SL.NO.	SUBJECT	PERIOD	MARKS
1.	One Minute Drill	05	Non Evaluated
	Total	05	

XIII) Modular Training on Riot Control Management with Less Lethal weapons - Police Order No. 07 of 2009

SL.NO.	SUBJECT	PERIOD		MARKS
		Indoor	Outdoor	
1	Legal provisions regarding use of force to disperse unlawful assemblies and powers of arrest.	2	20	Non Evaluated
2	Use of less lethal munitions -a conceptual framework.			
3	Composition of the riot control party and their respective functions.			
4	Role and responsibility of Commanders of dhal/lathi/firing. Arresting and administrative party.			
5	Tactical aspects in dispersal of unlawful assemblies.			
6	Exhibition of all mob dispersal munitions/munitions launchers and protective gear.			
7	Human Rights issues – Protection of Human Rights in Riot Control	1		
8	Water Cannon /Vajra Demonstration.			
9	Crowd formation and crowd psychology.	1		
TOTAL		04	20	