

SO (IT)

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**JAMMU & KASHMIR**

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**ORDER NO: 628 OF 2021**

**DATED: - 17 - - 02-2021**

After completion of Basic Induction Training Course at SKPA Udhampur, the following Probationary DYSSP, shall undergo one year Practical Training in the Districts shown against:-

S.No	Name of the DYSP S/Shri	District allotted for Practical Training
1.	Shri Arun Kumar, Batch 2004	Jammu
2.	Ms. Syed Sleet Shah, Batch 2015	Srinagar
3.	Shri Mohd. Anzer, Batch 2018	Srinagar

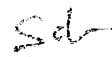
II- The District Superintendents of Police concerned shall expose the Probationary DYSSP to various law and order duties as part of their practical training.

III- The Range DIsG shall chalk out the Practical Training Programme of these Probationary DYSSP as detailed in Annexure "A" to this order.

IV- The Range DIsG shall closely supervise and monitor the progress made by these Probationers in their Practical Training and pass on suitable instructions to the concerned Superintendents of Police in this regard. The Range DIsG shall also obtain monthly working Diaries from the Probationers, through their District Superintendents of Police to watch their performance and send monthly reports about their performance to PHQ through Zonal Inspectors General of Police. The

Inspectors General of Police concerned shall also ensure proper monitoring/supervision over the practical training of these officers.


V- The pay of these probationers shall be drawn by the concerned District Superintendents of Police against Training Reserve posts, which (posts) are hereby attached with the concerned Districts for the purpose.

  
(Dilbag Singh), IPS  
Director General of Police,  
J&K- Jammu

No: -Gz/G-25/2019/2021  
Dated: - 17 - 02 - 2021

Copy for inf. and n/a to the: -

1. DGP Prisons J&K/DG Fire & Emergency Services J&K
2. All ADsGP/Director SKPA Udhampur/Director ACB J&K
3. All IsGP concerned/Director SSG
4. All DIsGP concerned
5. AIG (P&T) PHQ
6. All Concerned Superintendents of Police.
7. Chief Accounts Officer PHQ
8. SO Training/SO APR/SO (IT) PHQ
9. OB/Misc file.

  
(Rajeshwar Singh), JKPS  
Asstt. Insp. Genl. of Police (Pers)  
For Director General of Police,  
J&K Jammu.

Annexure "A" to PHQ Order No. 628 of 2021  
Dated 17 - 02 - 2021

**Subject:- Practical Training Schedule of Probationary  
Dy.SsP of 2004, 2015 & 2018 Batch.**

S. No	Period	Name of the Unit attached with	Details of Training/duties
1.	3 months	Rural/Urban Police Station	<ul style="list-style-type: none"><li>• Perform duties of different ranks in Rural/Urban Police Stations to learn the general working of Police Station.</li><li>• Associate and learn the investigation of cases</li><li>• Accompany a selected Officer during the investigation of at least 3 cognizable cases</li><li>• Prepare case diaries and relevant forms (not for use in the cases) but for submission to the SP for comments and guidance.</li></ul>
2.	1 month	DPO/SP	<ul style="list-style-type: none"><li>• Learn the system of making records, notes and disposal work.</li><li>• Studying all registers concerning accounts</li><li>• Learn preparation of Pay bills, TA Bills, Writing and checking of Cash books, Acquittance Rolls</li><li>• Prepare one month's salary bill of a Police Station.</li><li>• Study J&amp;K CSR, Classification, Control and Appeal Rules, Financial code, Police Rules, and other books.</li><li>• Work as Assistant-cum-Reader to District SP</li><li>• Prepare special reports</li><li>• Examine Police files</li></ul>



			<ul style="list-style-type: none"> <li>• Study and inspect the working of Vernacular Branch/ Return Writer.</li> <li>• Conduct tours with SP</li> <li>• Investigate important cases in association with experienced Investigators</li> <li>• Conduct departmental enquiries</li> <li>• Checking/preparation of history sheets</li> </ul>
3.	01 Month	DPL	<ul style="list-style-type: none"> <li>• Perform duties as Lines Officer</li> <li>• Conduct checking of stocks/stores/issue of arms and ammunition.</li> <li>• Study the records/registers maintained in the DPL</li> <li>• Attend morning parades</li> <li>• Conduct ( day &amp; night) checking of guards</li> </ul>
4.	01 Month	Prosecution Branch	<ul style="list-style-type: none"> <li>• Learn the maintenance of court records, Indices, PR files, Case Diaries/Registers/papers</li> <li>• Handling witnesses and marshalling of evidences.</li> <li>• Attend throughout hearing of at least 02 sessions, cases of importance and submit daily report about the proceedings of the court to District SP</li> <li>• Check 04 challans of important cases under the supervision of head of Prosecution Branch and take them to District SP for discussion</li> <li>• Prosecute at least 02 simple cases under the guidance of PO.</li> </ul>
5.	01 Month	CID Crime FSL	<ul style="list-style-type: none"> <li>• 10 days with SP CID SB to acquaint with the broad working aspect of the CID SB, Counter Intelligence etc.</li> </ul>



			<ul style="list-style-type: none"> <li>• 10 days with SP. Crime to acquaint themselves with different spheres and investigation pattern of the Crime Branch.</li> <li>• 10 days with FSL to study and learn the scientific aids of the investigation.</li> </ul>
6.	01 Month	Armed Police Battalions.	<ul style="list-style-type: none"> <li>• Study and learn the pattern of working of Armed Police/IR Battalions with particular reference to Welfare Activities, Mess, Canteen, MI Rooms, Training activity, Inspection of Coys, Operational work and Deployment.</li> </ul>
7.	01 Month	DC Office/Tehsil Office/Control Room	<ul style="list-style-type: none"> <li>• To remain attached with the Office of Dy. Commissioner/ Tehsildar to learn the various aspects of District Administration and pattern of working of Revenue Department.</li> <li>• To learn functioning of Police Control Room.</li> </ul>
8.	01 Month	Vigilance SDRF/HG/CD Prisons / Fire & Emergency Service Deptt.	<ul style="list-style-type: none"> <li>• The probationers will remain attached one week each of the organization to learn and acquaint themselves with the pattern of working/functioning of these organizations.</li> </ul>
9.	02 Months	Police Stations.	<ul style="list-style-type: none"> <li>• The Probationer Dy.SsP will work as SHOs of Police Stations for 02 months, during which period the concerned SHOs will remain in the DPL.</li> </ul>

