

SVP NATIONAL POLICE ACADEMY



GOVT. OF INDIA

MINISTRY OF HOME AFFAIRS
SHIVRAMPALLY, HYDERABAD
(TELANGANA)

CITIZEN CHARTER

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PREFACE

The National Police Academy (NPA), trains officers of the Indian Police Service, who have been selected through an All India based Civil Services Examination. The trained officers will be posted as Assistant Superintendent of Police (ASP) in their respective states under whom the other sub-ranks of police force will be working. The recruitment of sub-ranks such as Constables, Sub-Inspectors, Deputy Superintendents of Police is each states prerogative, and will be done by respective state Director Generals of Police. The IPS cadre is controlled by the Home Ministry of the Government of India and the officer of this service can only be appointed removed by an order of the President of India.

Apart from the Basic Training Course for IPS officers the Academy also conducts Compulsory Mid Career Training Programme for officers of SP., DIG. and IG/Addl DG levels of the Indian Police Service; Training of Trainers' Courses for the trainers of various police training institutions in the country; IPS Induction Training Course for State Police Service Officers; and short specialized thematic Courses, Seminars and Workshops on professional subjects for all levels of police officers. Foreign police officers and other officers belonging to Army/IAS/IFS/Judiciary, Public Sector Undertakings, Nationalized Banks, Insurance Companies etc. also attend various specialized courses conducted here from time to time. The Academy is affiliated to Osmania University for conducting courses on police subjects for IPS officers.

VISION

We aspire to be a Global Center of Excellence and the Nodal Center of Police Training in India - setting Benchmarking Standards, leading the Network of Police Training Institutions in the country and contributing to their Capacity Building, developing training literature, besides being a Centre for Research par excellence on Policing and Internal Security issues, ever keeping pace with emerging challenges.

We shall build a cadre of exemplary police officers who will uphold the Rule of Law, respect National values of Secularism, Democracy, Equality and Service to People and ensure the dignity and Human Rights of the citizens with sensitivity.

MISSION

The Primary purpose of the Academy is to prepare leaders for the Indian Police, who will lead/command the force with courage, uprightness, dedication and a strong sense of service to the people.

Academy will endeavour to inculcate in them, such values and norms as would help them serve the people better. In particular, it will try to inculcate integrity of the highest order, sensitivity to aspirations of people in a fast changing social and economic milieu, respect for human rights, broad liberal perspective of law and justice, high standard of professionalism, physical fitness and mental alertness.

The Academy will be a focal point for training of the trainers of police training institutions all over the country and will provide consultancy services to sister training institutions for improving their management of training.

The Academy will be a centre for research studies on police subjects and will expand its resource base through tie-ups with similar institutions in and outside the country.

	Conducting mandatory Mid-Career Training Programme for IPS officers at various stage Officers (contd...)	(iii) MCTP Phase-V for 2 weeks			3. <u>MCTP Phase-V</u> training conducted for a duration of 2 weeks in India for Indian Police Service Officers of the rank of Addl. Director General of Police who have put in 24 to 26 years of service.		
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In-service training courses : The officers who undergo training programmes/in-service courses at this Academy are expected to benefit professionally from the knowledge and expertise gained during the training programme. They are also expected to percolate this knowledge and upgrade the skills of other fellow officers and subordinate in their respective states/organization for betterment/development of the nation at a larger level.

3.	Conducting the in-service training courses.	5/3 days	The Dy. Director (SC) 040-24234405		1. Conducting in-service training to Police Officers of the rank of ASP and above from all States/UTs, CPO and CAPFs etc.	1.Course material 2. Expert from other department	Expenditure to incurred for the courses being conducted by NPA will be met from sanctioned budget under various heads.
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3.	Conducting the in-service training courses. (contd...)	5 weeks	The Dy. Director (SC) 040-24234405 e-mail info@svpnpa.gov.in		2. Conducting induction training to the SPS Officers of the various state who are inducted into IPS.		Expenditure to incurred for the courses being conducted by NPA will be met from sanctioned budget under various heads.
		3 days/5 days			3. Seminar/ Workshops are conducted on relevant themes, in tune with the current global trends in matters of crime and policing.	1. Programme materials. 2. Invite Guest faculty	As above
		2 days			4. Re-union seminars for Indian Police Service officer is conducted after completion of 25/30/35 and 50 years of their service. The recommendations of the Seminar is sent to MHA for further needful action.	1. Programme materials. 2. Invite Guest faculty	As above

4.	Conducting the in-service training courses. (contd...)	3 days/ 2 weeks	The Dy. Director (SC) 040-24234405		5. Courses conducted for police officers nominated by the various State/UTs/ Organization, IFS, IRS, IRTS, Judicial officers, Bank Officers (from nationalized Banks), Defense officers etc.	1. Programme materials. 2. Invite Guest faculty	Course conducted on behest of other organization/ Deptt. and expenditure met by the concerned department.
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Information Technology : To develop expertise for successful investigation & prosecution of Computer & Internet Crimes and analyse in forensically sound manner.

4.	Conducting training courses on Cyber Crime Investigation, Digital Forensic and Cyber Laws	5 days	The Assistant Director (IT) 040-24234408 e-mail info@svpnpa.gov.in		The in-services courses conducted for Probationary Officers of IPS, IRS, IFS, Senior Officer, Judicial officers and public prosecutors and State Police Institutions on the following topics:	1. Programme materials. 2. Invite Guest faculty	(i) Expenditure to incurred for the courses being conducted by NPA will be met from sanctioned budget under various heads. (ii) Course conducted on behest of other organization/ Deptt. and expenditure met by the concerned department.
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					<ol style="list-style-type: none"> 1. Basic course on Cyber Crime. 2. Intelligence gathering from Cyber Space. 3. Social Media Analysis. 4. Investigation on Internet Crime. 5. Mobile Forensics and CDR Analysis. 6. Network Forensics. 7. Disk Forensics. 		
<p>Special Tactics Wing: To imparts training to the IPS Probationers as well as Senior Police Officers related to Minor Field Craft and Tactics.</p>							
5.	Conducting training courses on Special tactics		<p>The Assistant Director (Tac) 040-24234410 e-mail info@svpnpa.gov.in</p>		<p>The following courses conducted on Tactics:</p> <ol style="list-style-type: none"> 1. Plan and conduct tactical training programme for in service police officers at different level. 	<ol style="list-style-type: none"> 1. Programme materials. 2. Invite Guest faculty 	<p>(i) Expenditure to incurred for the courses being conducted by NPA will be met from sanctioned budget under various heads.</p>

					2. Plan and conduct TOT (Tactics) for Trainers of state as well as central police organization.		ii) Course conducted on behest of other organization/ Dept. and expenditure met by the concerned dept..
6.	Appointing personnel on deputation	3 years extendable two more years	The Deputy Director (Estt.) 040-24234407 e-mail info@svpnpa.gov.in		1. Communicating with other CAPFs/ CPOs and State Police organization etc. 2. Scrutinize the eligibility of the nominated officers for deputation	1. Service Records. 2.ACRs/APARs 3. Vigilance clearance certificate	NA
7.	Filling up of vacant posts through UPSC/SSC/ promotion	180 days before commencement of the recruitment	The Deputy Director (Estt.) 040-24234407 e-mail info@svpnpa.gov.in		1. Publish vacancies in Employment News and local leading news papers for filling the vacant posts. 2. Conducting various types of examination/ skill tests etc. for Direct Recruitment	1. Personal data of the candidates. 2. Scrutinizing eligibility of the candidates for appearing the Direct Recruitment.	NA

8.	Maintenance of ACRs/ APARs	1 month	The Deputy Director (Estt.) 040-24234407 e-mail info@svpnpa.gov.in		1. Distributing ACRs to all officers/ staff of the Academy for filling up the ACRs. 2. Reports of Reviewing officer and send to the respective units of the deputationists for records. 3. To keep the ACRs in safe custody	Leave records/ Rewards (if any) commendation (if any) brief note on the works of individual.	NA
9.	Processing for adhoc/ contract appointments	15 days	The Deputy Director (Estt.) 040-24234407 e-mail info@svpnpa.gov.in		1. Examination of the proposal. 2. Obtaining decision from the competent authority.	Scrutinizing eligibility of the candidates for appearing the interview for adhoc appointment	NA
10.	Processing of framing / amendment of RRs	30 days	The Deputy Director (Estt.) 040-24234407 e-mail info@svpnpa.gov.in		1. Obtaining decision from the competent authority. 2. Communication with DoPT, UPSC etc.	1. Complete proposal alongwith annexure as per DoPT guidelines.	NA
11.	Payment to vendors etc.	30 days	The Deputy Director (Admn.) 040-24234403		1. Processing of bills/ invoices etc. 2. Issuing sanction of payment.	Bills/invoices complete timely in all respect	NA

Activities of the Academy

- *To review periodically the syllabus of various courses conducted at the Academy so as to reflect the current needs of training.*
- *To examine the adequacy or otherwise of the educative materials available at the Academy for teaching different topics of the syllabi of courses and to suggest ways and means for briefing about improvements.*
- *To bring in improvements in the methodology of training and in the use of training aids.*
- *To examine the list of Guest Faculties / Visiting Professors and invite most efficient lecturers for the benefit of trainees.*
- *To examine the needs of the academy in respect of the infrastructural and supporting staff and suggest ways and means of improvement if any including improvement in terms and conditions of service of the staff and study tours or courses*
- *To make recommendations for improvement in the physical facilities available at the Academy.*
- *To make recommendations on any other matters, which have a relevance to the effectiveness of training*

MEMBERS OF THE SVP NPA BOARD:

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| ➤ THE UNION HOME SECRETARY
MINISTRY OF HOME AFFAIRS,
NEW DELHI | - | CHAIRMAN |
| ➤ ADDL. SECRETARY & FINANCIAL ADVISOR
MINISTRY OF HOME AFFAIRS,
NEW DELHI | - | MEMBER |
| ➤ SPECIAL SECRETARY (POLICE)
MINISTRY OF HOME AFFAIRS,
NEW DELHI | - | MEMBER |
| ➤ JOINT SECRETARY (POLICE-I)
MINISTRY OF HOME AFFAIRS,
NEW DELHI | - | MEMBER |
| ➤ DIRECTOR GENERAL (BPR&D)
NEW DELHI | - | MEMBER |
| ➤ DIRECTOR GENERAL OF POLICE
PUNJAB | - | MEMBER |
| ➤ DIRECTOR GENERAL OF POLICE
ANDHRA PRADESH | - | MEMBER |
| ➤ DIRECTOR GENERAL OF POLICE
MEGHALAYA | - | MEMBER |
| ➤ DIRECTOR GENERAL OF POLICE
GOA | - | MEMBER |
| ➤ DIRECTOR GENERAL OF POLICE
BORDER SECURITY FORCE | - | MEMBER |
| ➤ DIRECTOR
NORTH EASTERN POLICE ACADEMY | - | MEMBER |
| ➤ DIRECTOR
SVP NATIONAL POLICE ACADEMY | - | MEMBER/SECRETARY |
| <u>NON OFFICIAL</u> | | |
| ➤ Mr. K. KOSHY, IPS (RETD.) | - | MEMBER |
| ➤ Mr. FAIZAN MUSTAFA
VICE-CHANCELLOR,
NALASAR UNIVERSTY OF LAW,
HYDERABAD | - | MEMBER |

Conclusion

With the passage of time, the Academy has developed in many ways like better training facilities, infrastructure etc. The Academy has established excellent links with other high profile training institutions of the Country and receives their faculty support in training the officers attending basic courses as well as various types of in-service course. The academy is now being looked upon as a nodal agency for all purposes of police training by the beneficiary States. Since its inception, SVP NPA has trained more than 4977 IPS trainees. In its process of growth, many developments have been done and many are yet to be done. With proactive support and co-operation of the MHA, SVP NPA advisory board and all other members, the SVP NPA is striding to reach the goal of converting SVP NPA into a Centre of Excellence.

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