



केंद्रीय पुलिस रेडियो प्रशिक्षण संस्थान,नई दिल्ली CENTRAL POLICE RADIO TRAINING INSTITUTE, NEW DELHI

<u>विवरणिका / Brochure</u> 2019

समन्वयं निदेशालय पुलिस बेतार , गृह मंत्रालय Directorate of Coordination Police Wireless, MHA

# विवरणिका / Brochure 2019



Anand Swaroop IPS Director, DCPW

#### "From Director Desk"

Imparting training to police communication personals of different organisations/states with different background at single platform is most challenging task and Central Police Radio Training Institute (CPRTI) is caring out this job successfully since 1971. Use of cryptography is a mandatory requirement of police communication; accordingly, regular courses for police cipher personals are being conducted to update their knowledge in the field cryptography including new development in the field. Not only Indian police personals, this institute also conducting special training programmes for foreign police personals as and when required by Ministry of External affairs.

Since communication technologies and techniques are one of fastest changing phenomena, therefore updating and upgrading the training curriculum and required training infrastructure is a continual process, Accordingly, CPRTI is upgrading its training infrastructure on a regular basis to keep pace with the changed technological scenario of communication.

On this occasion, I am very happy to announce that two new Regional Police Wireless Training Institutes (RPWTIs) one at Kolkata and other at Chandigarh will also start imparting training from this year to accommodate growing training requirements of States/UTs. Opening of third RPWTI at Bengaluru will further accelerate the training process by end of next year.

With best wishes

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### 1. Introduction:

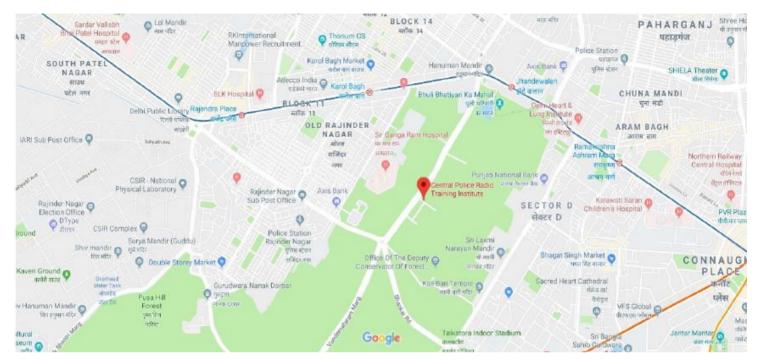
Central Police Radio Training Institute (CPRTI) is a National level training Institute imparting training in the field of Police communication to Police Personals of State, UT & Central Police Organisations, railway etc. This Institute was started as a training branch of Directorate of Coordination Police Wireless (DCPW) in 1961 to cater in service training requirements of DCPW. Subsequently it was converted into a full-fledged National Level Training Institute in 1971 to cater the training needs of State/UT Police Radio Organisations and Central Armed Police Forces in all the. So far Institute trained more than 40,000 Police personals since its inception.

Apart from imparting training to the Officers and Staff of Indian Police Organisations, Institute also conducts special training programmes for the Police Organisations of the neighbouring countries like Nepal, Bhutan, Afghanistan as and when desired by MEA/MHA/BPR&D.

The Technology in the field of electronics is experiencing rapid development and the introduction of sophisticated equipment in the Police Telecommunication Network necessitates up gradation of the skill of telecommunication personnel in installation, operation and maintenance to ensure efficient functioning of the Police Telecommunication Network. In order to meet this challenge and to keep pace with the fast advancing Telecommunication Technology, training programmes in various disciplines are reviewed periodically to make them relevant and in tune with the present day need.

CPRTI has the gigantic task of updating the technical knowledge of the Police Telecommunication personnel in the operation, maintenance and efficient management of the network. It continuously engaged in the pursuit of excellence through training to achieve the goal of guiding Police Telecommunication officers in the country.

CPRTI is spread over 16.8 acre area located at 400m from famous Hanuman Statue of Karol bag at Vandematram Marg New Delhi-110060.



### 2. Communication Training Programmes:

Central Police Radio Training Institute (CPRTI) conducts mainly following three types of training programme

**Proficiency Courses:** These are the long duration (10-12 weeks) courses meant for Constables; head Constables, Assistant Sub Inspectors, Sub Inspectors starting from acquisition of basic knowledge and skills to work as Police communication personal in their respective trade to enhanced proficiency level subsequently through higher level of proficiency courses.

### **Skill Development Courses:**

These are the short duration courses (1-2 weeks) meant for Assistant Sub Inspectors, Sub Inspectors and Inspectors for development of their skills in operation, repair and maintenance of specific communication equipment /system or network.

#### **Special Courses for police officers:**

These are also short duration courses (one week) meant for Inspectors, Dy SPs and other Sr. Police Officers to Aquitaine with latest developments in the field of communication technologies, systems and procedures.

#### **Training for Trainers:**

This specialised course meant for Trainers imparting training at State level training Institutes.

### 3. Cipher Training Programmes:

Central Police Radio Training Institute (Cipher Wing) conducts following training programme for Cipher Personals of Police organisations.

#### Police Basic Cipher Courses (PBCC)

This course is meant for new entrant in Cipher stream in which required basic skill of ciphering & deciphering are being developed to become a trained Cipher operator.

### Police User Cipher Courses grade-II(PUCC-II)

This course is meant for PBCC passed Cipher operators in which Operators are trained for various manual and Machine encryption techniques.

### Police User Cipher Courses grade-II(PUCC-I)

This is highest level of cipher course meant for PUCC-II passed Cipher operators in which Operators are trained for all advanced encryption techniques.

### Cipher Coursefor Sr. Police Officers (CAMC)

Cipher Appreciation & Management Courses (CAMC) is meant for Sr. Police Officer to sensitise them about use of cipher system in police communication with basic knowledge of Cipher systems and their management.

#### 4. Annual Activities

Central Police Radio Training Institute (CPRTI) asses the training requirements

of DCPW, State/UT Police and Central Police organisations and prepares its annual training programme and conducts accordingly the training programme. Institute imparting training to 1000+ Police Personals every year by conducting 50-60 various training Programme.

Training programmes on Police Communication are also conducted for senior level officers of the rank of SPs and



above on the latest trends of Communication system, Cipher Systems and their Management.

Guest lecturers whenever necessary, by eminent personalities in the field of Communication and Cryptography, and on other subjects relevant to the Training Programme are arranged for the benefit of the trainees/officers/staff. Visits to technical establishments are also arranged for familiarization of the trainees about the emerging trends in the field of Electronics and Telecommunications.

Examination are being conducted for all Proficiency level Courses as per the syllabus committee report 2013 an certificate & notifications are being issued for passing the courses.

### 5. Infrastructure

Laboratories: The CPRTI comprises following technical laboratories equipped with necessary equipments and training tools.

- 1. Computer Laboratory
- 2. VSAT Laboratory
- 3. Radio Laboratory-I
- 4. Radio Laboratory-II
- 5. Radio Laboratory-III
- 6. VHF/UHF Laboratory

Class Rooms: Apart from laboratories, Institute have 6 Class rooms for each having sitting capacity of 25 trainees.

Conference Room: Institute have a conference room equipped with video conferencing facility with sitting capacity of 25 delegates.

### Technical Library:

The library facilitates trainees to make reference and for in-depth study etc. The library has collection of about 5000 valuable technical books. New books are added to keep abreast of the times.







#### Hostel:

The institute has hostel facility to accommodate about 125 trainees in its hostel blocks located within the complex. Accommodation with single COT is available for each trainee. Table and chair facility is available to the trainees. The institute has limited hostel facility for female trainees. Hostel charges are Rs 5 to 50/day(under revision upwards)



#### Canteen:

The Institute has a canteen for messing requirements of the trainees. The present charges are Rs. 1860/- per week for Breakfast/Lunch and Dinner and two cups of tea.

### Medical Facility:

No medical facility is available in campus, In the case of any medical emergency, trainees can avail the



facilities of two nearby hospitals Dr. Ram Manohar Lohia and Sir Gangaram, which are located at about 1 Km distance from the institute.

### Recreation Facilities:

The recreational activities are restricted to mainly In-door games and volley ball, Badminton and Basket ball.

Annual Training Calendar of Cipher Courses for 2019

CONFIDENTIAL

DIRECTORATE OF COORDINATION POLICE WIRELESS (MHA)

CENTRAL POLICE RADIO TRAINING INSTITUTE (CW), NEW

**DELHI** 

|            | TRAINING PROGRAMME OF STATE/UT/CAPF LEVEL CRYPTOGRAPHIC COURSES |          |                      |                   |  |  |  |
|------------|---|----------|----------------------|-------------------|--|--|--|
|            | YEAR -2019  |          |                      |                   |  |  |  |
| SL.<br>NO. | NAME OF COURSE  | CAPACITY | DURATION<br>IN WEEKS | PERIOD<br>FROM TO |  |  |  |
| 01.        | PBCC-359(S)   | 20       | 10                   | Confidential      |  |  |  |
| 02.        | PUCC-I/82(S&D)  | 20       | 06                   |                   |  |  |  |
| 03.        | PBCC-360(S)   | 20       | 10                   |                   |  |  |  |
| 04.        | PUCC-II/144(S&D)  | 20       | 08                   |                   |  |  |  |
| 05.        | PBCC-361(S)   | 20       | 10                   |                   |  |  |  |
| 06.        | PACC-41(S)  | 20       | 08                   |                   |  |  |  |
| 07.        | PBCC-362(S)   | 20       | 10                   |                   |  |  |  |
| 08.        | RCC-21(S)   | 20       | 02                   |                   |  |  |  |
| 09.        | PBCC-363(S)   | 20       | 10                   |                   |  |  |  |
| 10.        | PWCC-17(S)  | 20       | 02                   |                   |  |  |  |
| 11.        | PUCC-II/145(S)  | 20       | 08                   |                   |  |  |  |
| 12.        | CAMC-18(S)  | 20       | 01                   |                   |  |  |  |
| 13.        | PBCC-364(S)   | 20       | 10                   |                   |  |  |  |
| C          | CRYPTOGRAPHIC   | FOR DCPW | CANDIDATES ONLY      |                   |  |  |  |
| SL.<br>NO. | NAME OF COURSE  | CAPACITY | DURATION<br>IN WEEKS | FROM TO           |  |  |  |
| 1.         | PUCC-I/82(S&D)  | 05       | 08                   | Confidential      |  |  |  |
| 2.         | PUCC-II/144(S&D)  | 05       | 10                   |                   |  |  |  |

Note: In the event of a holiday falling on the date of commencement/termination of a course, the course will commence/terminate on the next/previous working day respectively.

### Annual Training Calendar of Communication Courses for 2019-20



### केन्द्रीय पुलिस रेडियो प्रशिक्षण संस्थान, नई दिल्ली CENTRAL POLICE RADIO TRAINING INSTITUTE, NEW DELHI



|                 | e of Course/Spl.Trg Programme   | Code                           | Duration | From                               | То                                  | Capacity       | Eligibility   |
|-----------------|---|--------------------------------|----------|------------------------------------|-------------------------------------|----------------|---|
| ).<br>          |   |                                | (Weeks)  |                                    |                                     |                |   |
| ) Pro           | oficiency Level Courses   |                                |          |                                    |                                     |                |   |
|                 | ce Wireless Communication Course Level-III  | PWCC-LIII(13)                  | 12       | 29-Jul-19                          | 18-Oct-19                           | 25             | Constable (Operational & Technical) or equivalent   |
|                 | ce Wireless Communication Course Level-III  | PWCC-LIII(14)                  | 12       | 4-Nov-19                           | 24-Jan-20                           | 25             |   |
| _               | ce Wireless Communication Course Level-II   | PWCC-LII(11)                   | 12       | 6-May-19                           | 26-Jul-19                           | 25             | PWCC-LIII Pass or PWO-III/PWT-III pass & done Referesher course   |
|                 | ce Wireless Communication Course Level-II   | PWCC-LII(12)                   | 12       | 16-Dec-19                          | 6-Mar-20                            | 25             | DWO LIED DWO HENTE II A L D C L   |
|                 | ce Wireless Communication Course Level-I<br>ce Wireless Communication Course Level-I                                  | PWCC-LI(10)<br>PWCC-LI(11)     | 12<br>12 | 26-Aug-19                          | 15-Nov-19                           | 25<br>25       | PWCC-LII Pass or PWO-II/PWT-II pass & done Referesher course  |
| _               | ice Wireless Communication Course Level   | PWCC-AL(06)                    | 8        | 30-Dec-19<br>5-Aug-19              | 20-Mar-20<br>27-Sep-19              | 25             | Direct Recruit SI (Operational & technical) or Equivalent and Police Wireless   |
| 7               | Ce Wileless Communication Course- Address   | THOO ALLOO                     | °        | 5-Aug-19                           | 21-3ep-19                           | 20             | Orientation Training Pass   |
| 8 Artu          | rance Communication System Management   | ACSM-05                        | 4        | 6-May-19                           | 31-May-19                           | 15             | Inspector to Dy. SP or equivalent with technical background.  |
|                 | rance Communication System Management   | ACSM-06                        | 4        | 7-Oct-19                           | 1-Nov-19                            | 15             | Inspector to Dy. SP or equivalent with technical background.  |
|                 | ice Wireless Orientation Training   | PWOT-05                        | 4        | 29-Jul-19                          | 23-Aug-19                           | 25             | Direct Recruited Sub-Inspector, (Common Cadre Operational & Technical) I  |
|                 | 3   |                                |          |                                    |                                     |                | or Diploma in Engineering.  |
| 1 Bas           | ic Technical Training   | BTT-01                         | 6        | 13-May-19                          | 21-Jun-19                           | 25             | Telecom. Cadre/ Radio Technicians, Head Constable to SI of CAPF/States  |
| 2 Bas           | ic Technical Training   | BTT-02                         | 6        | 20-Jan-20                          | 28-Feb-20                           | 25             | Telecom. Cadre/ Radio Technicians, Head Constable to SI of CAPF/States  |
| ) Re            | fresher Courses   |                                |          |                                    |                                     |                |   |
|                 | CC L-2 Technical Refresher Course   | PWCC-L2(TRC-05)                | 2        | 17-Jun-19                          | 28-Jun-19                           | 25             | PWO-III passed Radio Operators.   |
| -               | CC L-2 Operational Refresher Course   | PWCC-L2(ORC-05)                | 2        | 3-Jun-19                           | 14-Jun-19                           | 25             | PWT-III passed RadioTechnicians.  |
| _               | CC L-1 Technical Refresher Course   | PWCC-L1(TRC-05)                | 2        | 15-Jul-19                          | 26-Jul-19                           | 25             | PWO-II passed Radio Operators.  |
| <u> </u>        | CC L-1 Operational Refresher Course   | PWCC-L1(ORC-05)                | 2        | 1-Jul-19                           | 12-Jul-19                           | 25             | PWT-II passed RadioTechnicians  |
| БРИ             | CC L- i Operational Refresher Course  | PWCCEI(CRC-05)                 |          | 1-341-19                           | 1Z-Jul- 19                          | Zū             | FW 1-II passed radio red inicians   |
| Sp              | ecial Courses   |                                |          |                                    |                                     |                |   |
|                 | ce Communication  | PC-13                          | 2        | 17-Jun-19                          | 28-Jun-19                           | 15             | Inspector to Dy. SP or equivalent with technical background.  |
| _               | ce Communication  | PC-14                          | 2        | 30-Sep-19<br>9-Dec-19              | 11-Oct-19                           |                | Inspector to Dy. SP or equivalent with technical background.  |
|                 | ice Communication AT System & Services  | PC-15<br>VSS-01                | 1        | 9-Dec-19<br>10-Jun-19              | 13-Dec-19<br>14-Jun-19              | 15<br>15       | Inspector to Dy. SP or equivalent with technical background.  Inspector Rank with technical background.   |
|                 | AT System & Services  | VSS-02                         | 1        | 4-Nov-19                           | 8-Nov-19                            | 15             | Inspector Rank with technical background.   |
|                 | AT System & Services  | VSS-03                         | 1        | 10-Feb-20                          | 14-Feb-20                           | 15             | Inspector Rank with technical background.   |
|                 | lio Communication & Procedure   | RCP-01                         | 2        | 15-Apr-19                          | 26-Apr-19                           | 15             | SI to Dy. SP or equivalent with technical background.   |
|                 | io Communication & Procedure  | RCP-02                         | 2        | 3-Jun-19                           | 14-Jun-19                           | 15             | SI to Dy. SP or equivalent with technical background.   |
| 5 Rad           | io Communication & Procedure  | RCP-03                         | 2        | 16-Sep-19                          | 27-Sep-19                           | 15             | SI to Dy. SP or equivalent with technical background.   |
|                 | fio Communication & Procedure   | RCP-04                         | 2        | 24-Feb-20                          | 6-Mar-20                            | 15             | SI to Dy. SP or equivalent with technical background.   |
|                 | ce Communication Technology Appraisal   | PCTA-36                        | 1        | 6-May-19                           | 10-May-19                           | 15             | SI to Dy. SP or equivalent with technical background.   |
|                 | ce Communication Technology Appraisal   | PCTA-37                        | 1        | 6-Jan-20                           | 10-Jan-20                           | 15             | SI to Dy. SP or equivalent with technical background.   |
|                 | rmation & Cyber Security  | ICS-01                         | 1        | 13-May-19                          | 17-May-19                           | 15             | SI to Dy. SP or equivalent with technical background.   |
|                 | malion & Cyber Security   | ICS-02                         | 1        | 17-Feb-20                          | 21-Feb-20                           | 15             | SI to Dy. SP or equivalent with technical background.   |
|                 | ellite Communication System ellite Communication System   | SATCOM-01<br>SATCOM-02         | 2 2      | 1-Apr-19<br>26-Aug-19              | 12-Apr-19<br>6-Sep-19               | 15<br>15       | SI to Dy. SP or equivalent with technical background.  SI to Dy. SP or equivalent with technical background.  |
|                 | ellite Communication System   | SATCOM-03                      | 2        | 20-Aug-19<br>14-Oct-19             | 25-Oct-19                           | 15             | SI to Dy. SP or equivalent with technical background.   |
|                 | till Development Course   | CATOOM FOO                     |          | 14-00-13                           | 20-001-15                           | 10             | of to by. Of the equivalent will learn that beauty round.   |
| _               | <u> </u>  | LIENAJEAU JE 00                | 2        | 44.0-4.40                          | 2E C-440                            | 4E             | PLAS Dec CD as a misulant with As desired bands and   |
|                 | VHF/UHF System  | HEMHEAUHE-23<br>HEMHEAUHE-24   | 2        | 14-Oct-19                          | 25-Oct-19                           | 15             | SI to Dy. SP or equivalent with technical background.   |
|                 | VHF/UHF System  nputer Communication  | CC-01                          | 1        | 13-Jan-20<br>22-Apr-19             | 24-Jan-20<br>26-Apr-19              | 15<br>15       | SI to Dy. SP or equivalent with technical background.  SI to Dy. SP or equivalent with technical background.  |
|                 | npuler Communication nouter Communication   | CC-02                          | 1        | 23-Sep-19                          | 27-Sep-19                           | 15             | St to Dy. SP or equivalent with technical background.   |
|                 | nputer Communication  | CC-03                          | 1        | 27-Jan-20                          | 31-Jan-20                           | 15             | SI to Dy. SP or equivalent with technical background.   |
|                 | nputer Communication  | CC-04                          | 1        | 9-Mar-20                           | 13-Mar-20                           | 15             | SI to Dy. SP or equivalent with technical background.   |
|                 | Office Suite  | MSOS-01                        | 1        | 8-Apr-19                           | 12-Apr-19                           | 15             | Upto Inspector Level and ACO/CO of DCPW   |
|                 | Office Suite  | MSOS-02                        | 1        | 5-Aug-19                           | 9-Aug-19                            |                | Upto Inspector Level and ACO/CO of DCPW   |
|                 | Office Suite  | MSOS-03                        | 1        | 18-Nov-19                          | 22-Nov-19                           |                | Upto Inspector Level and ACO/CO of DCPW   |
|                 | Office Suite  | MSOS-04                        | 1        | 10-Feb-20                          | 14-Feb-20                           | 15             | Upto Inspector Level and ACO/CO of DCPW   |
| _               | aining of Trainers  |                                |          |                                    |                                     |                |   |
| 4 Trai          | ining of Trainers on Communication  | TOTC-10                        | 4        | 8-Jul-19                           | 2-Aug-19                            | 15             | SI to Dy. SP or equivalent with technical background.   |
| C               | ourses for Sr. Officers   |                                |          |                                    |                                     |                |   |
|                 | cialized Course on GSAT-6 Resource Utilisation  | GSATRU&MN-03                   | 03 Days  | 21-Aug-19                          | 23-Aug-19                           | 15             | Dy. SP or above Rank with technical background.   |
|                 | Network Management  |                                |          |                                    |                                     |                | - j   |
|                 | cialized Course on GSAT-6 Resource Utilisation  | GSATRU&MN-04                   | 03 Days  | 27-Nov-19                          | 29-Nov-19                           | 15             | Dy. SP or above Rank with technical background.   |
| and             | Network Management  |                                |          |                                    |                                     |                | ,   |
|                 | cialized Course on GSAT-6 Resource Utilisation  | GSATRU&MN-05                   | 03 Days  | 2-Mar-20                           | 4-Mar-20                            | 15             | Dy. SP or above Rank with technical background.   |
|                 | Network Management  |                                |          |                                    |                                     |                |   |
|                 |   |                                |          | 00 14 00                           | 07.14 00                            | 45             | I   |
| 8 Poli          | ce Communication Appreciation & Management  | PCAM-08                        | 1 1      | 23-Mar-20                          | 27-Mar-20                           | 15             | SP & above or equivalent with technical background.   |
| 8 Poli<br>9 Pub | ce Communication Appreciation & Management<br>slic Protection, Disaster Relief & Mobile Network<br>magement of Polnet | PCAM-08<br>PPDR&MN-03<br>MP-02 | 1 1      | 23-Mar-20<br>11-Nov-19<br>8-Apr-19 | 27-Mar-20<br>15-Nov-19<br>12-Apr-19 | 15<br>15<br>15 | SP & above or equivalent with technical background.<br>Technical Officer of the Rank of S.P. and above or equivalent.<br>  Dy.SP or equivalent with technical background and Assistant Direct |

2-Dec-19 Note: In the event of holiday falling on the date of commencement/termination, the course will commence/terminate on the next/previous working day respectively

2-Sep-19

14-Oct-19

13-Sep-19 18-Oct-19

6-Dec-19

ISPWMC-03

का.का. - 01

51 ISPW Management Course 52 कार्योलय कार्य (हिन्दी में) 53 कार्योलय कार्य (हिन्दी में)

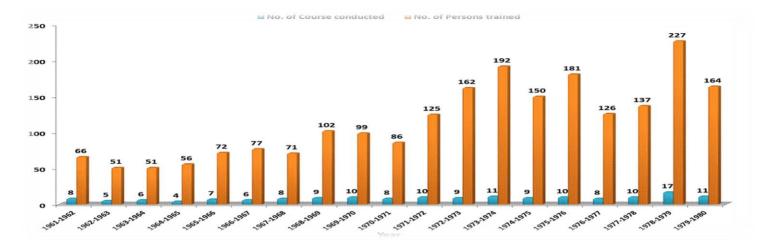
CO/JAD/In-Charge of ISPW Stations.
MTS/JSA/SSA/ASSISTANT/ACO/ASO/CO/JADs of DCPW only

MTS/JSA/SSA/ASSISTANT/ACO/ASO/CO/JADs of DCPW only

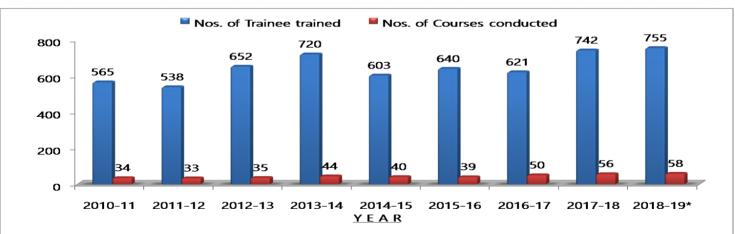
#### **Achievements:**

### A) Communication Courses

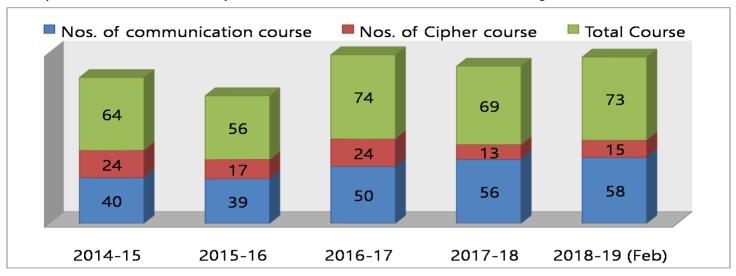
Course conducted/persons trained since inception

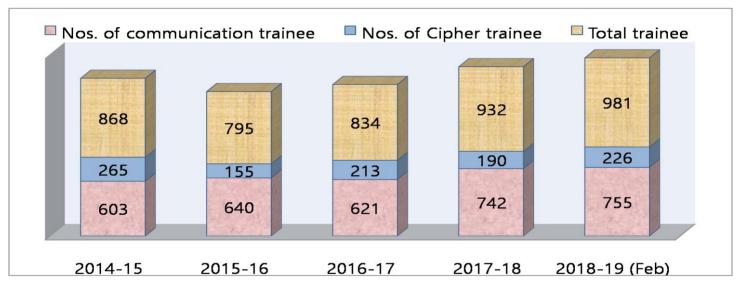


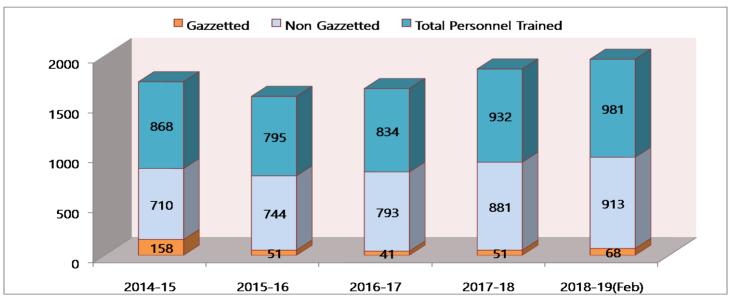




### B) Total Courses/Persons trained in recent years

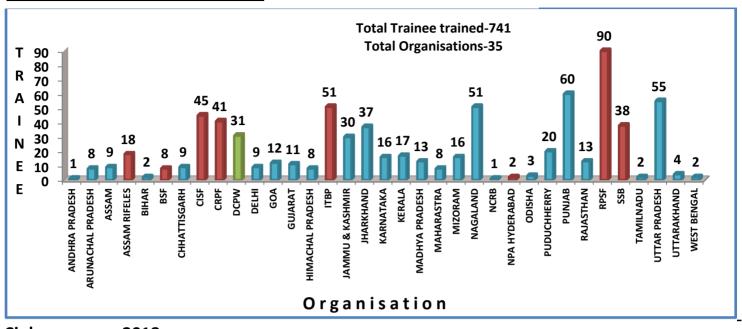




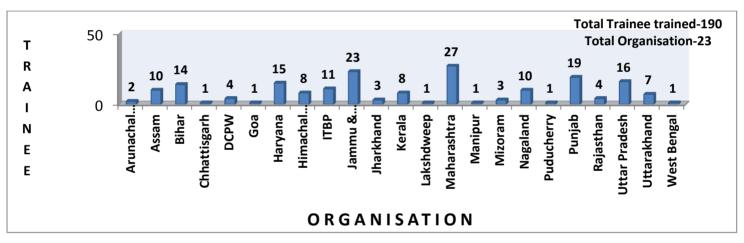


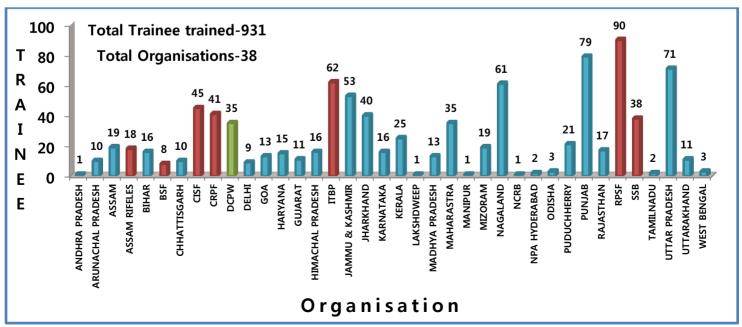
### [केन्द्रीय पुलिस रेडियो प्रशिक्षण संस्थान नई दिल्ली]

#### **Communication courses 2017-18**



#### Cipher courses 2018





### Faculty:

Institute is headed by a Joint Director rank officer present position of faculty is as under:

| Sl no. | Faculty       |           | Name (S/Sh.)    |   |
|--------|---------------|-----------|-----------------|---|
| 1.     | Joint Directo | r         | R. K. Verma     |   |
|        |               |           | 8800673936      |   |
| 3.     | Consultant    |           | K. C. Sharma    |   |
|        |               |           | 9810495775      |   |
| 4.     | Assistant Dir | rector-1  | Amarjeet Singh  |   |
|        |               |           | 7985591572      |   |
| 5.     | Assistant Dir | ector-II  | Vinay Barthwal  |   |
| 6.     | Assistant Dir | ector-III | Ram Prasad      | 9 |
| 7.     | Assistant Dir | rector-IV | Dharam Raj*     |   |
| 8.     | Joint         | Assistant | Lal Singh       |   |
|        | Director(Cy)  |           |                 |   |
| 10.    |               | Assistant | Rakesh Kumar    |   |
|        | Director      |           |                 |   |
| 11.    | Joint         | Assistant | Dabi Sahay      |   |
|        | Director      |           |                 |   |
| 13.    | Joint         | Assistant | S. P. K. Sharma | 8 |
|        | Director      |           |                 |   |

# [केन्द्रीय पुलिस रेडियो प्रशिक्षण संस्थान नई दिल्ली]

| 15. | Communication officer      | N. K. Gupta    |
|-----|----------------------------|----------------|
| 29. | Asst. Commn. Officer (Cy.) | R. C. Suthar** |
| 30. | Asst. Commn. Officer (Cy.) | R. K. Jadhav** |
| 31. | Asst. Commn. Officer       | Daljit Singh   |
| 32. | Asst. Commn. Officer       | Ranjit Singh   |
| 33. | Asst. Commn. Officer       | Adesh Kumar    |
| 34. | Asst. Commn. Officer       | Lalji Ram      |
| 35. | Asst. Commn. Officer       | Sanjay Bharati |
| 36. | Asst. Commn. Officer       | Ankit Rajodia  |

<sup>\*</sup>Non faculty, \*\* in lieu of Communication officer (Cy.)

### Joining Instructions for trainees:

- The trainees who are nominated for the various courses are required to report to the Joint Director (Training) at 0915 hours on the day of commencement of the course.
- The outstation candidates, if desire so, can stay outside with prior permission of the JD (Training).
- All trainees nominated to undergo training must produce relevant Relieving Order/Movement Order issued by the officer & I/C of the respective organizations at the time of joining.
- The trainees should possess valid identity card issued by their respective organization and produce the same on demand by the security guards or CPRTI authorities
- It is mandatory for all candidates to be present on the inaugural session.

#### General Guidelines for trainees:

- A) The following guidelines are expected to be followed by the trainees while undergoing training in the institute.
  - ✓ The trainees must maintain discipline and decorum throughout their stay in CPRTI.
  - ✓ No leave is generally granted to the trainees during the period of training.
  - ✓ Accommodation and Messing charges are to be paid in advance.
  - ✓ It is compulsory for the trainees residing in the hostel to take food in the canteen. Onlybed tea is served in the Hostel barracks/rooms. A batch of trainees is allotted a timeslot & every batch should adhere to the time slot for dining in the mess.
  - ✓ Food items mentioned in the menu only will be served in the canteen. Special dishescould be served on extra payment.
  - ✓ Trainees are not allowed to cook their own meals in the Hostel. Use of stoves, heaters etc. for the purpose is not allowed.
  - ✓ Trainees are not allowed to arrange any party or such other functions in the Hostel except with prior approval of the competent authority.
  - ✓ Trainees are generally not allowed to park their own car, scooter or Bicycle beyond office hours.

- ✓ Trainees having any complaint regarding boarding/lodging and mess should approach the Course Coordinator / Concerned Officers looking after the Hostel.
- ✓ A suggestion box is maintained in the canteen and at Office of CPRI any complaint regarding the canteen, etc. can also be drooped in it for necessary remedial action.
- ✓ Trainees leaving the Hostel during holidays must take prior permission from the Course Coordinator /concerned officers.
- ✓ Trainees would take full care of cleanliness/orderliness in the hostel and the complex.
- ✓ Delhi's climate fluctuates between two extremes. During winter (December to February) temperature can slump down to 2 to 4 degree Celsius, while in summer (May-June) it may rise up to 45 degrees Celsius. Therefore candidates attending training programme have to be well equipped with proper bedding, suitable clothing, mosquito net etc. in accordance with the climatic conditions during the period of the training course
- B) Trainees are liable to be sent back to their respective organisations apart from recommending their names for disciplinary action if they:-
  - ✓ Do not have minimum requisite qualification or standard for the respective course.
  - ✓ Lack to show progress in the monthly tests.
  - ✓ Absenting without permission.
  - ✓ Unable to pick up prescribed speed in Morse reading/sending and typing in the operational training.
  - ✓ Mishandle or damage any equipment, instrument, fixtures or any other property.
  - ✓ Associate himself directly or indirectly in the act of gambling, intoxication, indiscipline, and misbehavior or cause nuisance etc. in the campus.
  - ✓ Violates any existing order/rule/regulation or leaks out any official secrets to any unauthorised person.
  - ✓ Entertains any unauthorised person.
  - ✓ Fails to make payment of canteen charges or any other dues within the stipulated time.

# [केन्द्रीय पुतिस रेडियो प्रशिक्षण संस्थान नई दिल्ली]



Green CPRTI



Conference room

# [केन्द्रीय पुलिस रेडियो प्रशिक्षण संस्थान नई दिल्ली]



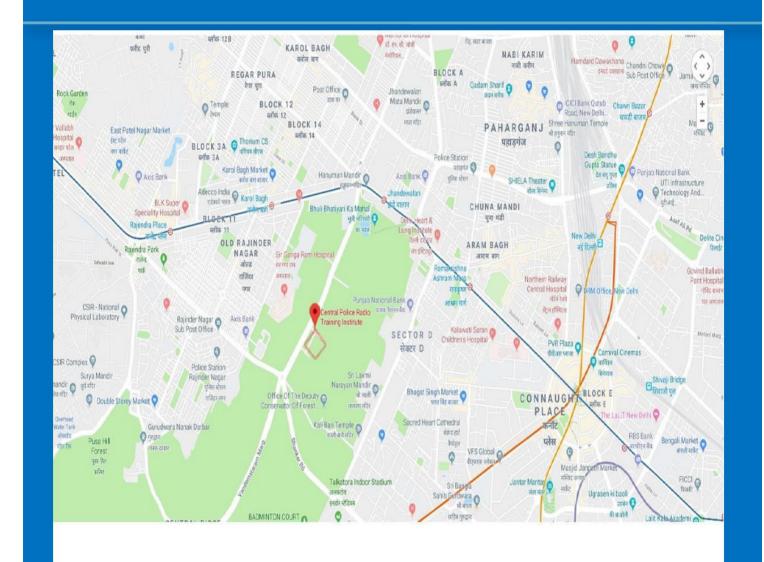


Sports activities

Central Police Radio Training Institute, New Delhi

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