

**Notification**  
**Home Department,**  
**Sachivalaya, Gandhinagar.**  
**Dated the           , 2020.**

**23 OCT 2020**

**Constitution  
of India.**

**No.GG/71/2020/DYS/102019/2517/DYSP Training/B** :- In exercise of the powers conferred by the proviso to article 309 of the Constitution of India and in supersession of all the rules made in this behalf, the Governor of Gujarat hereby makes the following rules to provide for regulating the conditions of service of persons directly recruited to the post of the Deputy Superintendent of Police (Unarmed), Class I in the Gujarat State Police Service in so far as they relate to their Pre-Service Training during the probation period, namely:—

1. (1) These rules may be called the Deputy Superintendent of Police (Unarmed), Class I, Condition of service relating to Pre-Service Training Rules, 2020.  
(2) They shall apply to persons directly recruited as a Deputy Superintendent of Police (Unarmed), Class I, in the Gujarat State Police Service, on recommendation by the Gujarat Public Service Commission through combined competitive examination.  
(3) They shall be deemed to have come into force from the 1<sup>st</sup> November, 2019.
2. In these rules, unless the context otherwise requires, -
  - (1) "Academy" means Gujarat Police Academy, Karai, Gandhinagar or such institute as may be notified by the Government;
  - (2) "Probationary Deputy Superintendent of Police" means a person appointed on probation to the post of Deputy Superintendent of Police (Unarmed), Class I in the Gujarat State Police Service;

(3) "Schedule" means the Schedule appended to these rules.

3. The Probationary Deputy Superintendent of Police (Unarmed), Class I shall be required to undergo Pre-service training in accordance with the provisions of these rules.
4. The Probationary Deputy Superintendent of Police (Unarmed), Class I shall be required to undergo institutional training at Academy, according to the SCHEDULE - I and SCHEDULE - II appended to these rules with the following provisions, namely: -
  - (a) The institutional training including Post-Training Examination which includes indoor and outdoor training shall be for a period of one year. This training shall be imparted by Gujarat Police Academy, Karai, Gandhinagar or such institute as may be notified by the Government.
  - (b) The Probationary Deputy Superintendent of Police (Unarmed), Class I shall be under the control of Principal, Gujarat Police Academy.
  - (c) Except under special circumstances, the Probationary Deputy Superintendent of Police (Unarmed), Class I shall not be granted any leave other than casual leave for such duration which may hamper his training.
  - (d) The Academy shall provide books for institutional training to the Probationary Deputy Superintendent of Police (Unarmed), Class I without obtaining any security deposit during his institutional training in the Academy. In case of their loss or damage, price of the books shall be recovered from the Probationary Deputy Superintendent of Police (Unarmed), Class I by the Academy.

(e) The principal of Academy is entitled to change or alter institutional training schedule as per prevailing circumstances.

(f) Every Probationary Deputy Superintendent of Police (Unarmed), Class I shall be required to execute a bond in the form as specified in SCHEDULE-IV appended to these rules.

5. On successful completion of the institutional training at Academy, he shall be posted to a District where he shall be put through a course of practical training for a period of one year as per details mentioned in SCHEDULE- III.
6. On successful completion of the institutional and practical training, he shall be posted as a regular Deputy Superintendent of Police (Unarmed), Class I.
7. While under institutional training, the Probationary Deputy Superintendent of Police (Unarmed), Class I shall be required, from time to time, to write essays on such specialised subjects as may be prescribed by the Principal of the Academy.
8. While under practical training, the Probationary Deputy Superintendent of Police (Unarmed), Class I shall be required, from time to time, to write reports on such subjects as the Commissioner of Police /District Superintendent of Police may be prescribed.
9. The Principal of Academy or, as the case may be, Commissioner of Police / District Superintendent of Police, shall send periodical progress reports of the Probationary Deputy Superintendent of Police (Unarmed), Class I under training, to the Additional Director General of Police (Training).

10. During the period of probation of two years, the Probationary Deputy Superintendent of Police (Unarmed), Class I shall be required to pass such Post-training Examination as may be prescribed by Government from time to time.
11. At the conclusion of the institutional training, the Principal of Academy and at the conclusion of the practical training, the Commissioner of Police /District Superintendent of Police concerned, shall send to the Director General and Inspector General of Police, through the Additional Director General of Police (Training) such report relating to Probationary Deputy Superintendent of Police (Unarmed), Class I and his conduct as to enable the Director General and Inspector General of Police and the Government to consider whether the Probationer's training and period of probation need extension or the probationer shall be discharged from service in accordance with the instructions issued by the Government from time to time.
12. Before reporting for training, the Probationary Deputy Superintendent of Police (Unarmed), Class I will have to equip himself with such articles of uniform as may be necessary, at his own cost.
13. While at the Academy, the Probationary Deputy Superintendent of Police (Unarmed), Class I shall be subject to such disciplinary hostel rules of the Academy as may be in force for the time being and he will not leave the premises of the units except with the permission of the officer authorised in that behalf. Similarly, for any shortcomings connected with his training, he shall be liable to punishments and/ or imposition as per existing rules.

14. For any loss or damage caused to the Government property by the Probationary Deputy Superintendent of Police (Unarmed), Class I while under training, he shall be liable to make good the same in full or in such proportion as the Principal of Academy may decide.
15. While under training, the Probationary Deputy Superintendent of Police (Unarmed), Class I may with the permission of his Principal/Commissioner of Police/ Superintendent of Police, attend such seminars, conferences, etc. which may be organised by or under the orders of his superior officers or Government either at his headquarters or elsewhere.
16. If any question arises regarding the clarification of these rules, the decision of the State Government shall be final.

### **SCHEDULE - I**

#### **[See rule 4]**

The Indoor training of the Probationary Deputy Superintendent of Police (Unarmed), Class I, shall be divided in to two semesters of six months each. The semester wise papers and subjects shall be as follows.

#### **SEMESTER-I**

Paper	Subject	Full marks	Mode of Examination	Duration
Paper-I	The Indian Penal Code, 1860.	100	Without Books	3 Hours
Paper-II	The Code of Criminal Procedure, 1973.	100	Without Books	3 Hours
Paper-III	The Indian Evidence Act, 1872 and The Constitution of India.	100	Without Books	3 Hours
Paper-IV	Forensic Science, Criminology and Community Policing.	100	Without Books	3 Hours

Paper-V	Service matters and Accounts.	100	With Books	3 Hours
Paper-VI	Government and Police Organization, Organizational Behavior and Human Rights.	100	Without Books	3 Hours

### **SEMESTER-II**

Paper	Subject	Full marks	Mode of Examination	Duration
Paper-VII	State Minor Acts.	100	With Books	3 Hours
Paper-VIII	Central Minor Acts.	100	With Books	3 Hours
Paper-IX	Technologies in Police.	100	Without Books	3 Hours
Paper-X	The Gujarat Police Manual Volume I, II and III.	100	With Books	3 Hours
Paper-XI	Investigation-I and use of e-Gujcop.	100	Without Books	3 Hours
Paper-XII	Investigation-II and use of e-Gujcop.	100	Without Books	3 Hours

### **Syllabus for the Examination**

#### **Paper-I**

#### **The Indian Penal Code, 1860.**

1. The Indian Penal Code, 1860. (XLV of 1860)

#### **Paper-II**

#### **The Criminal Procedure Code, 1973.**

1. The Code of Criminal Procedure, 1973 (2 of 1974)

#### **Paper-III**

#### **The Indian Evidence Act, 1872 and The Constitution of India.**

1. The Indian Evidence Act, 1872 (1 of 1872) and The Constitution of India

**Paper-IV Forensic Science, Criminology and Community Policing**

**Forensic Science**

➤ **Theory-**

- (1) Forensic Science - its role in Crime Investigation, Forensic Science Laboratories and their utilisation.
- (2) Physical Evidence - importance, search and collection, handling, preservation, packing and forwarding. Chain of custody.
- (3) Fingerprints and Footprints - importance, scene of crime prints, development and recording, computerized system of Fingerprint record and examination.
- (4) Trace Evidence and Identification- hair, fibers, fabric, blood, semen and other body fluids, soil and dust, glass and paint, tyre impressions, burnt remains.
- (5) Documents - handling of documents, principles involved in handwriting and signature identification, documents forgery, obtaining standard writing, evaluation of erasures, alterations, additions, obliterations, age and order of writing, evaluation of type script, printed matter, computer prints, counterfeit currency and their detection.
- (6) Ballistics - firearms and ammunition their classification and identification, firearm discharge residues, determining range of firing, entrance, and exit wounds, tool marks, restoration of obliterated marks.
- (7) Explosives - nature of explosives, commonly used explosives, homemade bombs and improvised explosive devices, explosive residues, bomb disposal, Handling and collection of explosive residues and their examination.

- (8) Odontology, Photo and video - graphic super-imposition, computerized portrait building.
- (9) Alcohol, drugs, narcotics and poisons - signs and symptoms, classification, sample collection, detection of Alcohol, Narcotic Drugs and Psychotropic Substances, poisons, identification, and adulteration in food.
- (10) Photography and videography in police work, importance of invisible radiations and their applications in police work.
- (11) Recent advance in Forensic Science: Polygraph, voice identification, DNA Profiling, Brain finger printing, FACTS, modern techniques in trace analysis and interpretation of blood distribution pattern and Cyber Crime.

➤ **Practical-**

- (1) Examination of scene of crime (Including eye-sketch) and collection of material evidence.
- (2) Photograph in police work.
- (3) Handling, packing and labeling of exhibits.
- (4) Developing and recording of latent prints.
- (5) Casting of footprints.
- (6) Spot - examination of blood.
- (7) Examination of hairs/ saliva (demonstration only)
- (8) Visit to Forensic Science Laboratory and written report on facilities and procedures.

**Criminology**

- (1) Concept of crime, types of crime and criminals and role of Police in prevention of crime.
- (2) Introduction to theories in criminology.
- (3) Criminogenic factors - Psychological, Economic, Political and Social.



- (4) Juvenile delinquency - its causes and role of Police in reformation of the juvenile delinquents.
- (5) Deviance - Individual and Collective.
- (6) Organized Crimes, white collar crimes.
- (7) Vices - Gambling, Alcoholism, Prostitution and rehabilitation, Drug abuse and de-addiction.
- (8) Penology - Theories of punishment, Prisons, Correctional and reformation theories, Probation, Parole, Correctional institutions and correctional administration.
- (9) Recidivism.
- (10) Criminal Justice System-Inter organization co-ordination and co-operation.
- (11) Terrorism.
- (12) Victimology - Concept and Objective, Compensation and Rehabilitation, Co-ordination and Co-operation with Government and Non-Government Institutions and Groups Engaged in Social Reforms.

### **Community Policing**

- (1) Concept of community policing
- (2) Significance in the context of social outreach
- (3) Various kinds of community policing
- (4) Suraksha Setu Scheme and its implementation

### **Paper-V Service Matters and Accounts**

1. The Gujarat Civil Services (Conduct) Rules, 1971.
2. The Gujarat Civil Services (Discipline and Appeal) Rules, 1971.
3. The Gujarat Civil Services Classification and Recruitment (General) Rules, 1967.
4. The Gujarat Police (Conduct) Rules, 1956.
5. The Gujarat Police (Punishment and Appeal) Rules, 1956.
6. The Gujarat Civil Services (General Conditions of Service) Rules, 2002.
7. The Gujarat Civil Services (Joining Time, Foreign Service, Deputation Out of India, Payment During Suspension, Dismissal and Removal) Rules, 2002.
8. The Gujarat Civil Services (Pay) Rules, 2002.

9. The Gujarat Civil Services (Additions to Pay) Rules, 2002.
10. The Gujarat Civil Services (Occupation of Residential Accommodation) Rules, 2002.
11. The Gujarat Civil Services (Leave) Rules, 2002.
12. The Gujarat Civil Services (Traveling Allowance) Rules, 2002.
13. The Gujarat Civil Services (Pension) Rules, 2002.
14. Circulars and Standing orders of Director General and Inspector General of Police.
15. E-GujCop, IFMS, PAR Rules, SATHI application.

### **Accounts**

1. The Financial Powers (Delegation) Rules, 1998.
2. The Gujarat Financial Rules, 1971.
3. The Gujarat Contingent Expenditure Rules, 1959.
4. Gujarat Budget Manual Volume-I and Volume-II.
5. Purchase Procedures.
6. Indian Audit and accounts.

## **Paper-VI Government and Police Organization, Organizational Behavior and Human Rights**

### **1. Human Behavior**

- 1 Human behavior and role of Police.
- 2 Perception, attitudes and behavior.
- 3 Prejudices, stereotypes and biases.
- 4 Development of Human personality and characteristics of a stable personality.
- 5 Qualities of a good Police officer.
- 6 Anxiety and dealing with anxiety.
- 7 Behavior of police with public – its importance, need for change and ways & means for bringing in change.
- 8 Understanding Police sub-culture.
- 9 Police image and initiatives for improvement.
- 10 Police public relation – need and strategies for improvement.

### **2. Management Techniques**

- 1 Concept of Management.
- 2 Leadership – Concept, Traits and Style.
- 3 Communication – Oral, written, non-verbal

- 4 Art of Listening.
- 5 Conflict Management.
- 6 Theories of Motivation for application in Police.
- 7 Media Management - Dealing with the Media, General Principles and Legal Context, media Briefing: Criteria and timing, Do's and Don'ts.
- 8 Time management.
- 9 Stress management.
- 10 Official communication skills.
- 11 Public Speaking.
- 12 Negotiation Skills.
- 13 Protocol.
- 14 Managing Meetings, Attending Meetings and Do's and Don'ts.

**3. Interrogation Techniques** and NHRC/SHRC Guidelines, Important Supreme Court/ High Court Judgments.

**4. Police Organization.**

- 1 Evolution, Origin and history of Police in India, Colonial Policing / Modern Policing in India.
- 2 Central Police Organization and Institutions: - IB, CBI, BPR & D, CRPF, BSF, RPF, CISF, NPA, NICFS, NCRB, NIA, SSB, RAW, Assam Rifles, Central Forensic Institute: - CDTS, Central Forensic Science Laboratory, Central Finger Print Bureau
- 3 Indian Armed Forces including Territorial Army and N.C.C.
- 4 State Police Organization (State Level, Range Level, Commissionerate System, District level, Sub-division/Circle level, Police Station level).
- 5 Other units like: - Prosecution agency, SCRB, Finger Prints Bureau, CID, State Crime Branch, Women Police, Railway Police, Police Telecommunication, Traffic Police and Highway Traffic Police, State Forensic Science Laboratory, Armed Police, Home Guards and Civil Defense, Special Police Officer, India Reserve Battalions, State Police Academy, State Commando Unit, Police Headquarters, State Vigilance Bureau, Fire Services, Home Department.
- 6 Prosecution Agency and Court duties.
- 7 Functioning of different wings of district police – District Intelligence Branch, District Enforcement Branch, SP office, Police Lines, District Traffic Wing, Wireless etc.

**5. Administration**

- 1 Administrative set-up of the Central Government
- 2 Administrative set-up of the State Government
- 3 Local Self-Government (Urban and Rural)

- 4 District and Sub-divisional administrative set-up, Relation of Police with Revenue Officers, Judiciary, Prosecution Agency and Health Officers
- 5 Ranks & Badges of Police, Army, Navy and Air Force
- 6 Flags/stars/insignia of vehicles of dignitaries, police, civil, military and judicial officers
- 7 Role of Non-Governmental Organizations
- 8 Contemporary issues in policing
  - (i) Internal challenges to national integration
  - (ii) Casteism, Communalism, and Fundamentalism
  - (iii) Terrorism, Militancy, and left-wing extremism
- 9 Crimes against women, Children and Weaker sections of the society - Role of police
- 10 Gender sensitization
  - (i) Women police and their role in police work
  - (ii) Sexual Harassment at workplace

**6 Disaster Management.**

**7 Traffic Management.**

**8 Intelligence collection.**

**Paper-VII State Minor Acts**

1. The Gujarat Police Act, 1951.
2. The Gujarat Prohibition Act, 1949.
3. The Gujarat Panchayat Act, 1961.
4. The Gujarat Prevention of Gambling Act, 1887.
5. The Gujarat Habitual Offenders Act, 1959.
6. The Gujarat Money-Lenders Act, 1949.
7. The Gujarat Home Guard Act, 1947.
8. The Gujarat State Reserve Police Force Act, 1951.
9. The Gujarat Animal and Birds Sacrifices (Prohibition) Act, 1972.
10. The Gujarat Prevention of Anti-Social Activities Act, 1985 (PASA).
11. The Gujarat Wild Animal and Wild Birds Protection Act, 1963.
12. The Gujarat Medical Practitioners Act, 1963.
13. The Electricity Act, 2003.

14. The Gujarat Protection of Interest of Depositors (In Financial Establishments) Act, 2003 and Rules, 2005.
15. The Gujarat Municipality Act, 1963.
16. The Bombay Probation of Offenders Act, 1958.
17. The Gujarat Control of Terrorism and Organised Crime Act, 2015.

### **Paper-VIII Central Minor Acts**

1. The Narcotics Drug and Psychotropic Substances Act, 1985.
2. The Scheduled Caste and Scheduled Tribe (Prevention of Atrocities) Act, 1989.
3. The Motor Vehicles Act, 1988 and the Central Motor Vehicle Rules, 1989.
4. The Right to Information Act, 2005.
5. The Juvenile Justice (Care and Protection of Children) Act, 2015 and The Gujarat Juvenile Justice (Care and Protection of Children) Rules, 2019.
6. The Protection of Women from Domestic Violence Act, 2005.
7. The Medical Termination of Pregnancy Act, 1971.
8. The Abolition of Child Labour Act, 1986.
9. The Representation of Peoples Act, 1951.
10. The Indian Railway Act, 1989.
11. The Indian Passports Act, 1967 and The Passports Rules, 1980.
12. The Police Force (Restrictions of Rights) Act, 1966.
13. The Prevention of Money Laundering Act, 2002.
14. The Intellectual Property Act, 2014.
15. The Indian Police Act, 1861.
16. The Protection of Children from sexual Offences Act, 2012.
17. The Sexual Harassment of Women at work place (Prevention, Prohibition and Redressal) Act, 2013.
18. The Prevention of Corruption Act, 1988.
19. The Securitization and Reconstruction of Financial Assets and Enforcement of Security Interest Act, 2002.
20. Environment (Protection) Act, 1986.
21. Information and Technology Act, 2000.
22. The Arms Act, 1959.
23. The Arms Rules, 1962.
24. The Indian Extradition Act, 1962.
25. The Mental Health Act, 1987.
26. The Indian Poisons Act, 1919.

27. The Criminal Law (Amendment) Act, 1908, 1932, 1938, 1952, 1958, 1961, 1966, 1993.
28. The Telegraph Wires (Unlawful Possession) Act, 1950.
29. The Immoral Traffic (Prevention) Act, 1956.
30. The Indian Forest Act, 1927.
31. The Explosives Substance Act, 1908.
32. The Indian Explosives Act, 1884.
33. The Prevention of Cruelty towards Animals Act, 1960.
34. The Child Marriages Restraint Act, 1929.
35. The Foreigners Act, 1946 and The Foreigners Orders, 1948.
36. The Indian Citizenship Act, 1955 and The Indian Citizenship Rules, 1956.
37. The Railway Property (Unlawful Possession) Act, 1966
38. The Identification of Prisoners Act, 1920.
39. The Police (Incitement of Disaffection) Act, 1922.
40. The Conservation of Foreign Exchange and Preservation of Smuggling Activities Act, 1974.
41. The Forward Contract (Regulation) Act, 1952.
42. The Copyright Act, 1957 and The Copyright Rules, 1958.
43. The Essential Commodities Act, 1955.

### **Paper –IX - Technologies in Police**

#### **(Marks– Theory -50 + Practical -50)**

- 1 Introduction to CCTNS.
- 2 Filling up CCTNS forms.
- 3 PBS introduction and PBS sketch.
- 4 Introduction to Networking: Hardware and Software.
- 5 Internet: TCP/IP protocol, IP addressing scheme.

#### **2. Practical Exam**

- eGujCop,
- CID Crime,
- ACB,
- Jail,
- IB,
- Police Station Module,
- SDPO Module,
- SC/ST Module,
- Different Dash Boards in e-Gujcop and its usage
- CM Dashboard,
- Pocket Cop,
- Citizen Portal.

### **3. Cyber Crime Technologies**

- 1 Computer related crimes.
- 3 Nature and types.
- 4 Investigation of Cyber Crimes and Cyber Security.
- 5 Appreciation of Digital Evidence.
- 6 E-mail tracking.

### **4. Mobile Technologies and CDR Analysis**

### **5 Surveillance Technologies**

UAV (Unmanned Aerial Vehicle like Drone, Netra etc.)  
Satellite imagery GIS/GPS, RFID Technology, Remote Sensing.

### **6. CCTV Technologies**

- Introduction to IP, PTZ Cameras,
- Control Room operations
- Traffic challaning.
- Collection and analysis of evidences collected from CCTV

### **7 Wireless Telecommunication**

#### **Paper-X Gujarat Police Manual**

1. Gujarat Police Manual Volumes – I, II and III.

#### **Paper-XI Investigation-I and use of e-Gujcop**

1. Writing of First Information Reports in all kinds of Criminal offences registered in Police Stations.
2. Writing of various kinds of Panchnamas.
3. Recording of statements of witnesses and accused.
4. Writing of case diaries.
5. Writing of Charge-sheets.
6. Writing of Remand reports.
7. Writing of Final reports.
8. Recording of Dyeing Declaration.
9. Writing various kinds of reports to the Courts.
10. Filing of affidavits in the Court.
11. Writing of Crime Memos.
12. Writing and compliance of Inspection notes of Police Station.
13. Writing and compliance of Inspection notes of Districts.

**Note: Due emphasis and weightage should be given in accordance with their importance in police functioning**

**Paper-XII Investigation-II and use of e-Gujcop**

1. Writing and maintenance of all records of Police Stations.
2. Preparing of Bandobast schemes of VIP Security, Festivals and Melas, Processions etc.
3. Preparing of Bandobast schemes for Elections.
4. Maintenance of Naukri distribution register in the Police Stations.
5. Writing of letters to Superior Officers and subordinates.
6. Writing various kinds of leave reports.
7. Preparation of PASA Proposal.
8. Preparation of Externment proposals.
9. Writing of proposals under Cr.PC 107, 109 and 110.
10. Writing of Station Diaries.
11. Writing of weekly diaries.
12. Writing of log books of Government vehicles.
13. Writing of Sheet Remarks.
14. Conduct of Preliminary and Departmental Enquiries.
15. Procedure for court judgment scrutiny, finding judgment citations, briefing lawyers on criminal and civil matters.
16. Visits and capsule courses.

**Note: Due emphasis and weightage should be given in accordance with their importance in police functioning**

**Visits**

<b>Sr.No.</b>	<b>Subjects</b>	<b>Days</b>
1	Airport visit	1-day
2	Border visit	2-days
3	Coastal Area visit	2-days
4	Vital Installation visit	2-days
5	Jail visit	1-days
6	PM Room visit	1-day
7	NGO visit	1-day
8	Visit to Important Bandobast	2-days
9	Children Home visit	1-day
10	State Police Control Room visit	1-day
11	Women Helpline Centre Visit	1-day



12	Visit to NHRC/SHRC	1-day
13	Visit to SC/ST Commission Office	1-day
14	Visit to HQ of CAPF Establishments	3-days
<b>Total</b>		<b>20-days</b>

### Capsule Courses

Sr. No.	Subjects	Days
1	Gender sensitization and Nari Sanrakshan Gruh Visit	2-days
2	Media Management and Communication Skills	2-days
3	Mobile Technology and CDR Analysis	2-days
4	Soft Skills Development	1-days
5	Cyber Crime	2-days
6	Disaster Management	2-days
7	NDPS	2-days
8	Interrogation Techniques	2-days
9	First Aid	1-day
10	Community Policing	1-day
11	VVIP Security	1-day
12	Vital Installation Security	1-day
13	Forest Laws	1-days
14	Traffic Management	2-days
15	Intelligence collection—demo/practical on surveillance/shadowing, static and mobile	2-days
16	Juvenile Justice Act and Human Trafficking and Visit to Children home	1-days
17	The Protection of Children from Sexual Offences Act 2012 (POCSO ACT)	1-days
18	Dealing with victims of crime	1-days
19	Importance of Rural Police and City Police	1-days
20	Investigation and Prosecution of Bank Frauds	1-days
21	Death in Custody and Custodial Violence	1-days
22	Plan Drawing	2-days
<b>Total</b>		<b>32-days</b>

### SCHEDULE – II

[See rule 4]

The Outdoor training of the Probationary Deputy Superintendent of Police (Unarmed), Class I shall be as follows.

#### DRILL

Marks: 450

The following items shall be divided into two parts as shown below:

(a) Individual performance and (b) ability to command

Sr.No.	Item Name	(a)	(b)	Total
1.	Squad Drill	15	30	45

2.	Ceremonial Parade	30	30	60
3.	Sword exercises	15	15	30
4.	Rifle exercises	12	18	30
5.	Musketry (including fire discipline and control)	45	15	60
6	Mob Drill	15	45	60
7	Guard and Sentry duty	12	18	30
8	Physical Exercise (including cross country and rock climbing)	45	15	60
9	Self defence and use of lathi and the baton	12	18	30
10	Band tunes and Bugle calls	15	0	15
11	Yoga	30	0	30
<b>Total</b>		<b>246</b>	<b>204</b>	<b>450</b>

**EQUITATION      Marks: 60**

1. Riding School 15
2. Walk, Trot, Canter and Gallop 30
3. Jumps 15

**SWIMMING      Marks: 60**

1. 100 Meter 30
2. Rescue operations 30

**DRIVING      Marks: 30**

- LMV Training
- The Probationer shall be tested for LMV driving, maintenance of Engine and other body parts of an LMV.

**SCHEDULE - III**

**(See Rule 5)**

**Practical Training – Period one year.**

**(i) Rural Police Station- Six weeks.**

At the Rural Police Station, the Probationary Unarmed Deputy Superintendent of Police shall be with the PSO for the first two weeks. During this time, working of the Police Station and the maintenance of various records and registers should be explained to him. He should also be exposed to the

Police Station module of e-Gujcop during his attachment with the SHO. During the third and fourth week, he shall be attached with a Beat or Outpost Incharge and he shall move along with him, do village visitations and perform night rounds etc. During the next two weeks, he should be attached with the Police Sub-Inspector and accompany the police Sub-Inspector for investigation of at least four cognizable cases. During this entire period, the probationer shall do at least two night rounds and attend two parades every week.

Weeks	Attachment
1 <sup>st</sup> and 2 <sup>nd</sup>	PSO
3 <sup>rd</sup> and 4 <sup>th</sup>	Beat/Outpost
5 <sup>th</sup> and 6 <sup>th</sup>	SHO

**(ii) Urban Police Station-Six weeks.**

At the City Police Station, the Probationary Unarmed Deputy Superintendent of Police shall be with the PSO for the first two weeks to acquaint himself with the working of the Police Station, maintenance of various records and registers and the Police Station Module of e-Gujcop. The third and fourth weeks shall be spent with a Chowkey incharge where he should learn the working and functioning of the Chowkey. The fifth week shall be spent doing traffic and bandobast duties. During the sixth week, he shall be attached to the officer-in-charge and accompany him for investigation and other duties. During this period, he shall accompany the Police Station Incharge for investigation of at least two cognizable cases. During this entire period, the probationer

shall do at least two night rounds and attend two parades every week.

**(iii) District Head Quarters (Reserve Lines) –**

**Three Weeks.**

At district headquarters, the Probationary Unarmed Deputy Superintendent of Police shall be attached to the R.S.I. and he should accompany the R.S.I. in the discharge of all his duties. He should attend parades and games every day. He should study the working of the headquarters stores, Mess and Canteen, Bell of Arms, Armourer's Shop and M. T. section. He should go out with the R.S.I. for line inspection and check guards and pickets, both by day and night, at least once a week. He shall attend Roll calls, understand the distribution of duties and study various records and registers maintained at the headquarters. During this period, the probationer shall be exposed to the Headquarter Module of e-Gujcop.

**(iv) SRP Group – One Week**

During this period, the probationer shall be acquainted with the administrative set up of an SRP group, its functioning and deployment rules and regulations.

**(v) Understudy to an S.D.P.O.– Eight weeks**

While he is attached to the S.D.P.O., he shall accompany him on all visitations, investigations, inspections, enquiries, departmental proceedings etc. and while at the headquarters, write crime registers, go through the case diaries, scrutinize the station diaries and acquittal judgments and study, in general, the working of the office of the

S.D.P.O. During this entire period, the probationer shall do at least two night rounds and attend two parades every week.

**(vi) Understudy to Public Prosecutor-Two Weeks**

The Probationers shall acquaint himself with the working of the office of a public prosecutor and the records maintained in the office. He shall accompany the Public Prosecutor in the courts and learn the court procedures. He should be exposed to the working of all hierarchies of Courts, right from Supreme Court to the JMFC Courts. Effort should be made to ensure that the probationer is made to witness as many varieties of case proceedings as possible during this period.

Out of the two weeks, the probationer should spend the first week with the District Government Pleader at the District Court. During the second week, he should be attached to the Public Prosecutor at the High Court.

**(vii) Office of the District Superintendent of Police-  
Four weeks.**

At the office of the District Superintendent of Police, the Probationary Unarmed Deputy Superintendent of Police shall study the working of various branches including the L.I.B, L.C.B., Reader Branch, Application Branch, Sheet Branch, Accounts Branch and other administrative branches. Superintendents of Police should make them aware of control and monitoring methods at his level. He should be also made familiar with the working and functions of the Deputy Superintendent of Police Head Quarter and Deputy Superintendent of Police SC/ST Cell. During this period, the probationer should familiarize himself with the e-Gujcop module of the office of Superintendent of Police.

**(viii) Office of a Range Head-One week.**

The probationers shall study the functioning of the office of the Range Head. He shall acquaint himself with the records maintained in the office. He shall pay special attention to aspects like District Inspections, Departmental Proceedings, RR cell and Reader branch. During this period, the Range Head should ensure that the probationers are exposed to the controlling, supervising and monitoring methods adopted in his office.

**(ix) Office of the CID Crime-Four weeks**

At the office of the C.I.D. Crime, he shall acquaint himself with the general set up of the State Criminal Investigation Department and the working of the various branches of this office. He shall pay special attention to maintenance of all records in the various branches. During this period, the probationers shall familiarize himself with the e-Gujcop Module of CID Crime. Out of the four weeks, he should spend one week with Superintendent of Police, Railways and one week with the Superintend of Police, Economic Cell of CID Crime.

**(x) Office of CID IB-Two weeks.**

At the office of the C.I.D. IB, he shall acquaint himself with the general set up of the State IB and the working of the various branches of this office. He shall pay special attention to maintenance of all records in the various branches. During this period, he shall pay special attention to border and coastal security, foreigners' section, political and communal section and various methods and tools of gathering intelligence. He should also be exposed to field

level functioning by accompanying the field officers of IB during their field tours. The probationer shall be exposed to the e-Gujcop Module of CID IB.

**(xi) Directorate of Forensic Science, Gandhinagar –  
Four Weeks**

During this period, the probationer shall study the scientific methods by which the DFS analyzes the evidence sent to it by various units. He shall also study the various branches of the DFS, specially, crime scene management and collection of evidence and understand the administrative structure of the Directorate. During this period, the probationer shall acquaint himself with the latest technologies being used by the DFS in the areas of Cybercrime detection and analysis, CDR analysis and use of different applications for analysis of evidence collected from crime scene. He should pay special attention in the areas of narcotic drugs identification and analysis. He should acquaint himself with the process adopted for analysis of blood in prohibition and narcotic consumption cases.

**(xii) Units of Anti-Terrorist Squad-Two Weeks**

The probationer shall study the working of the ATS and SOG during this period. He shall also accompany the officers of ATS and SOG whenever they engage themselves in any overt/covert operation.

**(xiii) Office of Anti-Corruption Bureau - One Week**

During this period, the probationer shall study the administrative structure of the Bureau and the functioning of its various branches.

He shall pay special attention to the procedures followed in trap cases and the investigation of cases of disproportionate assets.

**(xiv) Attachment to Marine/Coastal Police Stations-One week**

During this period, the probationer shall understand the working of the coastal police stations, the threat perception from the coastal borders and the operation of the Interceptor Boats of the coastal police stations.

**(xv) Attachment to Office of Inspector General of Jails-  
One Week**

During this period, the probationer shall familiarize with the functioning of the Office of the Inspector General of Jails. He should pay special attention to the process of granting parole and furlough. He should frequently take rounds of jail premises and acquaint himself with the various kinds of Cells in the jail and the daily routine of convicted and under trial prisoners.

**(xvi) Independent Charge of Police Station-Six Weeks**

During this period, the probationer shall hold independent charge of either a rural or urban police station. The Police Commissioner /Superintendent of Police shall pay personal attention to ensure that the probationer is given independent charge of an appropriate Police Station and his supervisory officers understand their role and responsibility to ensure that the probationer is guided, monitored and supervised constantly. His case diaries, investigation papers, weekly diaries, log books etc. shall be checked regularly by the supervisory officers and mistakes, if any, shall be corrected in time. During this period of independent charge, the probationer shall ensure that the Police Station Module of e-Gujcop



is made fully operational and the Police Station functions as per e-Gujcop Module.

**SCHEDULE-IV**

**[See rule 4(f)]**

**SECURITY BOND**

Know all men by these presents that I .....a candidate selected for appointment to the post of .....on contractual basis in accordance with the rules contained in Government Notification .....Department, No .....dated the .....(hereinafter referred to as "the rules") an held and firmly bound up; to the Government of Gujarat exercising the executive power of the Governor of the State of Gujarat (hereinafter referred to as "the Government" which expression shall, unless the context otherwise requires, include his successors in office and assigns) in the amount equal to pay and allowances paid to me by Government during my training plus amount prescribed by Government from time to time towards the cost of training imparted to me by the Institute. Being an expenditure incurred by the Government to my training and which is to be paid to the Government for which payment, well and truly to be made. I bind myself, my heirs, executors, administrators and legal representatives by these presents.....

..... Whereas I am required under the rules to execute a bond for refund to the Government of the amount equal to pay and usual allowance drawn by me during the training in the event of my (a) failure to complete the institutional training , or (b) failure to appear in the post-training examination, or (c) failure to comply with any of the provision of the contractual rules, if any, to the satisfaction of Government my regular appointment on

satisfactory completion of the contractual period. Now, the condition of the above written bond is that, if, I duly and faithfully observe and perform the stipulations and condition on my part to be observed and performed as contained in the said rules ( which rules shall be deemed to form part of these presents), then the above written bond shall be void, otherwise the same shall remain in full force and effect; Provided that without prejudice to other right or remedies, it shall be open to the Government to recover the amount payable under this bond as arrears of land revenue.

In witness whereof I have here to set my hand this day  
..... of .....20.....

Signature of Candidate

Sign and delivered by above named in the presence of: -

- 1) Signature and full address
- 2) Signature and full address

**SURETY BOND**

We.....and.....  
.....residing at.....  
in Taluka..... District .....

declares ourselves sureties for the above named..... (hereinafter referred to as "the candidate") and guarantee that the candidate shall do and perform all that he has undertaken to do and perform and in case of his (1) failure to complete the institutional training or (2) failure to appear in the Post-training examination, or (3) failure to comply with any of the provisions of the contractual rules, if any, to the satisfaction of the Government, we hereby bind ourselves jointly and severally to forfeit to the Government of Gujarat exercising the executive power of the Government of State

of Gujarat (hereinafter referred to "the Government") the amount equal to the pay and allowances paid to him by the Institute. Being an expenditure incurred by Government on his training in which the candidate has found himself and we agree that the Government may, without prejudice to other rights or remedies available to the Government recover the said amount from us as arrears of land revenue; and we also agree that any variation of the terms and conditions specified in the said rules will not discharge us from our liabilities to pay the said amount and for the purpose of enforcement of our liability under this agreement, our liability will be joint and several with that of the candidate.

Dated this.....day of .....20..... Signed and delivered by the said.

Date: Signature of Surety.  
Place: Full address and occupation.

Date: Signature of Surety.  
Place: Full address and occupation.

In presence of:

Signature  
Full address and  
Occupation of witness:

Signature  
Full address and  
Occupation of witness:

By order and in the name of the Governor of Gujarat,



(Nikhil Bhatt)

Additional secretary to Government.

**To: -**

- Principal Secretary to the Hon. Governor of Gujarat, Gandhinagar (By letter)
- Chief Principal Secretary to Hon. Chief Minister, Swarnim Sankul-1, Sachivalaya, Gandhinagar
- Personnel Secretary to Hon. Minister of State (Home), Swarnim Sankul-2, Sachivalaya, Gandhinagar

- Secretary to the Gujarat Legislative Assembly, Gandhinagar (By letter)
- Secretary, Gujarat Public Service Commission, Gandhinagar (By Letter)
- Principal Private Secretary to Additional Chief Secretary, Home Department, Sachivalaya, Gandhinagar.
- Principal Private Secretary to Additional Chief Secretary (Pers.), General Administration Department, Sachivalaya, Gandhinagar
- Secretary, Legislative & Parliament Affairs Department, Sachivalaya, Gandhinagar
- Director General and Inspector General of Police, Gujarat State, Gandhinagar
- The Manager, Government Central Press, Gandhinagar with a request to publish the notification in Government Gazette and send 100 copies to this Department and 100 copies to D.G.& I.G.P, All officers / All Branches of Home Department,
- IT Cell, Home Department with a request to upload this notification on Department's website
- The Branch Select file