

By Fax / Speed Post



SARDAR VALLABHBHAI PATEL NATIONAL POLICE ACADEMY
(Government of India :: Ministry of Home Affairs)
Hyderabad - 500 052

No.14011/05/2023-Trg.(E-22603)

Dated: December 29th, 2023

To

1. The Chief Secretaries of all States / U.T.s
2. The Director General of Police, State Police Academies of all States / U.T.s
3. The Director, North Eastern Police Academy, Umsaw (Meghalaya)

Sub: Two weeks 'Training of Trainers programme for faculty of State Police Academies' is scheduled to be held in the S.V.P. National Police Academy, Hyderabad from March 11-22, 2024-Inviting nomination –reg.

Madam/Sir,

Two weeks 'Training of Trainers programme for faculty of State Police Academies' scheduled to be held in the S.V.P. National Police Academy, Hyderabad from March 11-22, 2024 for the officers of the rank of Addl. Superintendent of Police to Inspector General of Police.

2. The objectives of the Course are:-

- To better understand and describe the significance of training in improving police functioning and image.
- To understand the concept of Integrated Police Training.
- To understand the adult learning principles and apply them in their day to day training functioning for greater effectiveness.
- To understand and appreciate different types of learners and modify their training input for effective results.
- To understand various training methodologies, their application and effectively employ them to make training input more effective.
- To assess training needs of the Organization and make the training input relevant and meaningful to the present day context.
- To develop functional understanding of managing a Training Organization through visit to various leading institutions.

3. It is requested to nominate three eligible officers rank of Addl. SP to IG (Main -03 & Reserve-1) from each State/UT to attend the ToT programme as per the format given below:-

S.No.	Name and Designation with batch	Address	Telephone No/Mobile No/Fax No.	Email-id
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4. **The nominations for the ToT may please be sent to the Academy latest by February 10th, 2024** through Fax (040-24015179) /E-mail: seniorcourse@svpnpa.gov.in) for acceptance and forwarding joining instructions to the nominated officers directly. For any assistance the Course Clerk can be contacted on Landline No. 040-24234757.

5. The ToT programme is residential and the participants of this ToT will be staying in the accommodation provided by the Academy. **The expenditure to be incurred on boarding and lodging of the participants shall be met by the Academy.** However, the expenditure on account of travel of officers for attending the ToT may be borne by the respective State/Central Government Department. It is informed that as per SOP of the Academy, those officers against whom any criminal case, DE/PE etc. is in currency or contemplated are **not eligible** to undergo any training programme/course/seminar/workshop at the Academy. Hence, nominations of eligible officers may only be sent accordingly.

6. The dress order for the Course participants is Civvies i.e. shirt (full sleeves), Trouser & tie for gentlemen and Salwar Kameez / Saree / Business suit for ladies.

7. **The nominees may be advised to proceed for the ToT programme only after receiving confirmation of acceptance of their nominations from the Academy.** The officers nominated for the Course are required to report at the Academy by the evening of **10th March, 2024** i.e. one day before the commencement of the Course. Transport from Hyderabad Airport / railway station to the Academy and back will be provided by the Academy as per travel plan provided by the participants.

FAX ROOM S.V.P. N.P.A.


Receive on:.....

Received Time:.....

No. of Pages:.....

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Yours faithfully


(Aditya Goenka)
Deputy Director (Senior Course)

Copy to:

1. The Secretary, Government of India, Ministry of Home Affairs, North Block, New Delhi – 110 001.