

dk; ky; ifyl egkfujh{k d@ixpk; } dñh; if'k{k.k egkfo | ky; } dñh; fjtoz  
ifyl cy| ifugkj] , -ch-jkM] Xokfy; j] e/; inš k

i = I [; k% I h-uk&01@2020&VhVh&I hvhl h&Xok-¼/kofu0½ fnukd 02 tuojh] 2020

vken funž k ¼Tokbfuak buI V'd'ku½

1- Xokfy; j dk bfrgkl %&

Xokfy; j e/; inš k jkT; dk , d iæqk , frgkfl d , d 0; kifjd 'kgj gSA Xokfy; j fdyk mRrj Hkkjr ds ixphu 'kgjka ds dñz ea jgk gSA ; gkVdh I kdfrd , oa ixphu fojkl r ds Hk0; Lefr fpbg bl 'kgj dks i; Mu dh n"V I s egRoiwkZ cukrs gSA Xokfy; j 'kgj ea dbZ , frgkfl d , oa egRoiwkZ i; Mu LFky gñ tS s Xokfy; j fdys ij fLFkr I j t fl g dk fdyk] I j t dqM] I gL=Hkkgw eflnj] ryh dk eflnj] ekuefnj egy , oa xitjh egy tks fd Hkkjrh; LFkkiR; dyk dk vf}rh; mnkgj.k iLr r djrs gñ A bl ds vfrfjDr bVyh dh LFkkiR; , oa okLr q dyk dk vuqe uewk iLr r djrk t; foykl egy] I xhr I ekV rkul s dk edcjk] ukjh 'kDr o ohjrk dk irhd jkuh y{ehckbz Lekjd] I wZ eflnj] xki kpy ioZ] I ægky; bR; kfn Hkh n'kuh; LFky gSA

2- dñh; if'k{k.k egkfo | ky; } Xokfy; j dk I {klr bfrgkl %&

dñh; if'k{k.k egkfo | ky; } Xokfy; j dh LFkki uk 11 Qojh] 2005 ea gñZ A ; g I ðFku 'kq ea eksh egy] Xokfy; j ea dk; j r Fk A bl ds i'pkr 11 Qojh 2008 dks eksh egy I s , och0 jkM] Xokfy; j es LFkki r fd; k x; k] ; g I ðFk Xokfy; j j yos LVŠku r Fk ; ; j ikVZ I s Øe'k% 22 r Fk 35 fdykehVj dh njih ij fLFkr gSA oržeku ea bl ifj I j ea xij dñh] Xokfy; j dk dk; ky; Hkh dk; j r gñ ; g ifj I j 576 , dM+ tehu ea QŠy gñ v yx&vyx LFkkuka ij I ery eñku] mcm&[kkcm+ i Fkjhyh igkfM; k] taxy r Fk taxyh tkuojks dh cgrk; r ek=k bl ifj I j dks if'k{k.k grq , d vR; r vkn'kZ if'k{k.k dñz cukrh gñ

cy dh vko'; drk dks nq[krs gq bl I ðFku dks fuEufyf[kr fu; fer dkd Z pyk; s tkus dh ftEekjh I kñ h xbz g&&

01-	dEi uh , oa vkkM jkbVj dkd Z	08 I Irkg
02-	DokVj ekLVj jkbVj fjYŠkj dkd Z	04 I Irkg
03-	DokVj ekLVj DyZl dkd Z ½ea-k½	04 I Irkg
04-	Ekkuokf/kdkj , oa I ðnu'khyrk dkd Z ¼/khuLFk vf/kdkjh½	02 I Irkg
05-	Ekkuokf/kdkj , oa I ðnu'khyrk dkd Z ¼/U; j d½	01 I Irkg
06-	I ikVZ oŠ u , oa LiŠky bD; i ešV dkd Z	08 I Irkg

07-	cfl d fcxyj dkl z	24 l lrg
08-	fcxyj fjYskj dkl z	12 l lrg
09-	MCY; w/h-vkbz dkl z	12 l lrg
10-	fujh{kd inkbufr dkl z	10 l lrg
11-	mi fujh{kd inkbufr dkl z	08 l lrg
12-	goynkj inkbufr dkl z	08 l lrg
13-	fmy bLVØVj dkl z	05 l lrg
14-	ufoxsku flcy dkl z	08 l lrg
15-	,Q-I h ,oaVØDVI dkl z	04 l lrg
16-	fothyØI dkl z	01 l lrg

3- ekl e% Xokfy; j dk ekl e vke rks ij 'kqd jgrk gA ; gkW rkieku ea 0; kid vlrj ik; k tkrk gSA ekv vi sy l s t u rd ; gkWdk ekl e vR; f/kd xeZ jgrk gS , d rkieku yxHkx 47&48 fMxh rd igWb tkrk gA tykbz l s fl rEcj rd ekul u dk ekl e jgrk gS rFkk vkI r ntz dh o"kkz gkrh gA uoEcj l s Qjoj h rd l keW; rks ij l nhz dk ekl e jgrk gA fnl Ecj&tuojh ekv eaU; ure rkieku 3&4 fMxh rd fxj tkrk gA

4- ; krk; kr % Xokfy; j nsk ds l cl s 0; Lr fnVyh&HkSi ky j syekz l ij fLFkr gS , oe- nsk ds l Hkh ied[k 'kjjka l s ; gka ds fy, j sy l ok mi yC/k gSA l h-Vh-l h- igWb us ds fy; s Xokfy; j j syos LVsku l cl s utnhd gSA jkt/kkuh] 'krkCnh rFkk l Ei dz Økar , DI id ds l kFk&l kFk ; gkW l s xqtjus okyh yxHkx l Hkh xkfM; kW Xokfy; j ea : drh gSA dshh; if'k{k.k egkfo | ky; ] dshh; fjtoZ i fyi cy] Xokfy; j] j syos LVsku o cl LVSM l s 22 fd-eh- dh njih ij , -ch- jkW] ifugkj es fLFkr gA Xokfy; j 'kgj dk gokbz vMMk dxi l s yxHkx 35 fd-eh- dh njih ij fLFkr gA Xokfy; j j syos LVsku ij dkl z gsrqvkus okys cy ds dkfeZka ifrfnu l fFku }kjk LVsku cl l qo/kk Hkh mi yC/k gS tksfd dxi l snki gj 13-30 cts rFkk Xokfy; j j syos LVsku l s l k; a dky 1900 cts pyr h gSA fdl h Hkh dkl z ds i kj Hk gkus l s igys l fFku }kjk dkl z i kj Hk gkus dh frfFk l s nks fnu igys Xokfy; j j syos LVsku ij vLFkk; h VktV dxi @ l g&l qo/kk dshz LFFfir fd; k tkrk gSA bl dshz ij gh vlxHrd if'k{k.k kFkz; ka ds l pyu vknsk ysdj l jdkjh okguka }kjk l h-Vh-l h-&Xokfy; j rd Hstt tkrk gSA ; g VktV dxi dkl z 'k# gkus dh frfFk rd dk; Z djrk gSA

5- cqu; knh l qo/kk; a % l fFku ea vk/kj Hkr l qo/kk, Wiwkz : i l s fodfl r gksxbz gA A if'k{k/ka ds fy, i Dds Hkou ea vkokl ] i Dds 'kqky; o Luku?kj] jfuax okVj dh l qo/kk ds l kFk vkj-vks mipkfjr is ty] fpdfRI k l qo/kk] dshu rFkk dkWvks j s Vo nplku] , -Vh-, e- dh l qo/kk mi yC/k gSA if'k{k.k {ks- es i Dds LdkmM i kLV] ch0vk0, 01 h0

(BOAC) eYVhi y che] eYVhi y jki LVDpl ] gyhdKVVj fl fynfjx] fM'y ul jh] yDpj gkly] fM'y 'kM+ ] vkbZbZMh ekM'y : e] vkbZbZMh ys] dEl; Wj yE] dek.M VklD] LVMh : El ~rFkk ykM Vsu] ] cMfelVU] okyhckly] gSMckly] Qd/ckly] fØdV vkfn [kyka ds eñku rFkk I fo/kk Hkh I LFkku eamiyC/k gSA

6- cktkj% utnhdh LFkkuh; cktkj bl I LFkku I syxHkx 22 fd-eh- dh njh ij Xokfy; j 'kgj ea fLFkr gSA bl vl fo/kk ds dkj.k I LFkku ea dk&vklWjSVo nplku dks I fØ; : i I spyk; k tkrk gS rkd if'k{kKfFkZ; ka dh vko'; drk ds I Hkh I keku miyC/k gks I daA

7- MkbZ@oV dSVhu@dk&vklWjSVo% I LFkku es if'k{kKfFkZ; ka ds fy, vko'; d I keku grqMkbZ@oV dSVhu@dk&vklWjSVo dh I fo/kk miyC/k djkbZ xbZ gSA

8- VsyhOku@ekskby@bUVjuV 0; oLFkk% if'k{kKfFkZ; ka dks if'k{k.k I e; dks NkM+dj vius ekskby dk iz; kx djus dh vuofr nh tkrh gSA dEi ea ch, l-, u-, y- dk 3th uVodZ miyC/k gSA dEi ds fo'ksk {ks-ka ea eqfr ckb&QkbZ bUVjuV dh I fo/kk Hkh miyC/k djkbZ xbZ A

9- ifjokj % if'k{kq/ka dks ifjokj I kFk ykus dh vuofr ugha gSA

10- i=kpkj % fdl h Hkh izdkj dk i=kpkj fuEufyf[kr irs ij I ckf/kr fd; k tk I drk gS%

ifyl egkfujh{kd@ikpk; ]  
dshh; if'k{k.k egkfo | ky; ] Xokfy; j]  
dsji qy- , -ch-jkM ifugkj]  
Xokfy; j e/; inskAA  
fiu dkM&474 001

11- njHkk'k I d; k %  
fu; =ak d{k & 0751&2560245  
QDI & 0751&2560245

12- cfd o , -Vh, e- I fo/kk % yxHkx I eLr jk'Vh; dr cfdks dh 'kk[kk; a Xokfy; j eamiyC/k gSA jk'Vh; dr cfd tS Hkkjrh; LVV cfd] iatk uskuy cfd] I SVy cfd vkM bf.M; k] bM; u cfd] dsujk cfd vkfn ds vfrfjDr vkbZl h-vkbZl h-vkbZ] , p- Mh- , Q- I h- o ; wVh-vkbZ cfdka dh 'kk[kk, W Xokfy; j 'kgj ea gh miyC/k gSA Hkkjrh; LVV cfd ds , -Vh, e- dh I fo/kk dEi ifjIj ea gh miyC/k gSA

13- vkokl , oa Hkstkuky; % I Hkh if'k{kq/ka ds vkokl dh 0; oLFkk ijekuSV cfd o iDdk vkokl (Built up accommodation) es dh tkrh gSA Hkstkuky; dh mPpre 0; oLFkk I fuf'pr dh tkrh gSA I eLr if'k{kq/ks dks I LFkku ea fjikVZ djus ij eS vfxE

jkf'k tek djuk vfuok;Z gA orZku ea v/khuLFk vf/kdkfj;ka ,oa vU; jSks grq ;g jkf'k : 0 4]000@&gA

14- fpfdRI k %& xij dlnj Xokfy;j ifjIj ea ,d nl cM dh {kerk dk fpfdRI ky; miyC/k gA fofHku dkd Z dh ik=rk 'krka ds vuq kj if'k{kq dh fpfdRI k Jskh Shape-I gskuk vko'; d gS A 'kjhfd Je okys ikB; Øe tS s liK/Z oS u ,oa bD; w eS V dkd Z ea dkfeZl dks ,d h dkbZ 'kjhfd 0; kf/k ugha gskuh pfg, ftIIs ml ds if'k{k.k ij udjkRed iHko iMs A eysj; k iHkfor {s=ka l s vkus okys dkfeZl I fFku ea fjikV/ djus ds l kfk gh bl I UnHkZ ea dkd Z ijke'khkrk dks I fpr djsxa A ftu dkfeZlka dh fpfdRI k Jskh dh fe; kn ijh gsk peth g\$ mlga oki I ; fuV ea Hkst tk I drk gA CyM is kj (B.P.) rFk otu dh ,d ckj iq% tkp I fFku }kjk dkd Z ikjEHk gkus l s iWZ dh tkrh gS ml es fQV ik; s tkus ij gh if'k{kq/ka dks dkd Z djus dh vuqfr nh tkrh gA

15- fdV] gffk; kj ,oa xskk ck: n %& fofHku dkd kZ ea Hkx ysus ds fy, vkus okys if'k{kq/ka dks bl I fFku }kjk gffk; kj vKj xskk ck: n I fFku }kjk eg\$ k dj; k tkrk gS ijUrq pyk; s tk jgs fofHku dkd ka ds if'k{kFkZ; ka dks fdV dh I Hk vko'; d oLrq a Appendix "A" ds vuq kj gskuh vko'; d gA

16- dkd Z I fkr i d h %& I fkr dkd kZ dh Ad h@vU; dkd Z l s l EcfU/kr I kexh (Appendix "A") dkd Z es Hkx ysus okys dkfeZl dks mudh cVky; u@LFki ukvka ds dk; kY; I s ykuh gskh A

17- ukleuy jky fooj.k %& I fkr okfguh@dk; kY; muds ; gkV l s vkus okys if'k{kFkZ; ks ds ukleuy jky fooj.k] dkd Z ikjHk gkus l s iWZ bl I fFku ea miyC/k dj; xA

18- dkd Z eW; kadu %& dkd Z dh 'kq vkr ea ,d LOfuak VLV fy; k tkrk gS ; fn if'k{kq bl ea Qy gsk tkr gA rks mlgs mudh ; fuV oki I Hkst fn; k tkrk gS A bl ds vfrfjDr ; fn dkfeZl Nv/Vh ; k fpfdRI k bYkt ds dkj.k if'k{k.k l s dkd Z dh dy vof/k dk 10 ifr'kr rd dk le; vuqLFkr jgrk gS rks Hk ml s ml dh ; fuV oki I Hkst tk, xk A dkd Z ds nkjku I Hk if'k{kq/ka dh ; k; rkvka dk eW; kadu fd; k tk; sk rFk I fkr dkd Z l ekfr ds i'pr~ dkd Z eW; kadu fjikV/ I fkr ; fuV@I fFkuka ea if'kr dh tk; xh A

19- ik=rk %& I Hk if'k{kq mEhnokjka dks egkfunskky; }kjk tkjh fd; s x; s funZ kq LFkbl vkn\$ kq ifji=ka ds vuq kj gh I fkr dkd kZ ds fy, fu; Dr fd; k tkuk vfuok;Z gA fdl h dkj.ko'k vxj dkbZ dkfeZl v; k; ik; k tkrk gS rks ml dks oki I ; fuV@I fFku Hkst tk, xk vKj bl dh tokenkjh I fkr cVky; u@xj dln@I fFku dh gskhA

20- dkd Z dh vof/k%& dkd Z dh vof/k egkfunskky; }kjk le; & le; ij tkjh fd, x; s funZ ka@LFkbl vkn\$ ka@i fji=ka vkfn ds vuq kj gskh A

21- nLrkost%& if'k{kq/ka dks fuEufyf[kr nLrkostka ds l kfk bl I fFku ea fjikV/ djuk gskA

- 1- dk; kY; vkn\$ k@I pyu vkn\$ k
- 2- LokLF; dkmZ
- 3- igpku i=
- 4- oki l h ; k=k dk jyos okj V
- 5- eS vfxæ jkf'k
- 6- rhu ikl ikV/ vkdkj ds onhZ ea dyj Qk/ksxkQ

7- ukV&cp] i su rFk i d l y

23- vuqkkl u% dkl Z vof/k ds njsku fofHku dkl k ea Hkx ysus okys l eLr  
dkfeZka dks xkmUM@vkokl h; ifj l j] eS , oa dSi ea mPp Lrj dk vuqkkl u , oa mPp  
0; ogkj cuk; s j [kuk vko'; d gS A dkl Z ds njsku efnjk rFk /kæi ku djuk iwk'; k  
ifrcá/kr gS A fdl h Hk izdkj dh vuqkkughurk dh dk; bkbZ es fylr dkfeZ ds fo: )  
vuqkkl ukRed dk; bkbZ djus ds l kFk&l kFk ml s l æf/kr dk; kÿ; @; fuV ea oki l fd; k  
tk; xk A

24- fjikVZ djus grq vuqsk% l æf/kr dkl Z ea eukfur dkfeZ dks dkl Z i kjHk  
gkus dh frfFk l snksfnu igysbl if'k{k.k l æFku eafjikVZ djuk vi s {kr gA

25- vodk'k% if'k{k.k ds njsku if'k{kFkZ; ka dks dkbZ Nq/Vh inku ugha dh  
tk; xhA vkikr fLFkr] tS s ifjokj ds l nL; dh vdLekr- eR; q ?kVuk@nqkVuk gkus dh  
fLFkr ea vodk'k Lohdr fd; k tk l drk gS ijUrq dkl Z dh dgy vof/k dk 10 ifr'kr rd  
dk l e; l s vf/kd vuqfLFkr gkus ij if'k{kFkZ dks dkl Z l s oki l (RTU) dj fn; k  
tk; xkA

26- onh% l æFku ea ek e ds vuq kj onhZ iguh tkrh gS ftl dk l kkl; r%  
e/; inSk l DVj ds funZ kkuq kj vyx&vyx onhZ iguus dk dk; De fuEu gSA

\*d½ 16 ekpZ l s 14 uoEcj& [kkdh VjhdkV onhZ A

\*[k½ 15 uoEcj l s 15 ekp& vaksyk 'kV] VjhdkV i DV A

x½ jk'Vh; iokZ rFk mn?kVvu , oe- l eki u l ekjkg ds vol j ij l sjekfu; y  
M q vFkr cV o ihd dS @gSly dS ds l kFk onhZ iguh tk, xh A

?k½ ih-Vh- rFk [ky & ih-Vh- M q A

\*½ ek e ds vuq kj bu frfFk; ka ea ifjorZu gks l drk gS

½ jsthesVy l ekjkg tS s cMk [kkuk] l k dfrd dk; De ka ea eqrh iguuk  
vko'; d gSA

27- dEl; Wj % l æFku }kj dEl; Wj vk/kfjr if'k{k.k dks vf/kd egRo fn; k  
x; k gS A l ikVZ osu , oa bD; q eSV dkl Z ds vfrfjDr l Hk dkl Z ea ; fn if'k{kq vius  
l kFk&l kFk futh yS Vkl ykrs gS rks if'k{k.k vf/kd i Hkoh <x l s ikr dj l dks A

l yXu% ¼ fjf'k'V&^, \*\*½

gLrk{kj 02@01@2020  
½eukst dækj 'kek½ dek.M qV  
l hOVhOI hO dsfj-i q cy] xokfy; jA

**APPENDIX- “A”**

**01. COMPANY & OPS WRITER COURSE:-**

<b>Aim</b>	<b>Scope of Trg./Course in brief</b>	<b>Duration &amp; capacity of course</b>	<b>Eligibility</b>	<b>Books , special Arms/Amns. &amp; eqpts,if required</b>	<b>Pre-course training to be carried out</b>
The aim of the Course is to prepare HCs and CTs of the CRPF as Coy & Ops Writer for effective discharge of day to day office and Ops related work of a Company Office and other offices of the Force having similar function.	The scope of this Course is to impart knowledge and experience on Office Procedure, Establishment, Accounts, QM & MT, Operational, Mobile based Navigational Apps, Computer application and other miscellaneous correspondence.	* 08 weeks * 60 candidates or as decided by the Dte. Genl. CRPF.	a) HCs & CTs upto 40 years of age from starting of the Course. b) Education qualification - Minimum Intermediate. c) Personnel having aptitude for office work. d) Personnel having knowledge of type writing & working knowledge on Computers shall be preferred.	a) Authorized full kit according to season. b) CRPF Act & Rule, GC & BN. Officers Manual, Force Institute & Funds manual, Operational hand book, Prov. manual, CCS(Leave Rule) 1972), office procedure manual, establishment manual, pen drive, blank CD etc. c) Sufficient writing Materials. d) It is preferable to bring Smart phone preloaded with Orux and Maverick App. e) Mufti dress (White pant/shirt), White bed sheet & all other required dresses/items which are applicable for training.	--

**02. Q.M.W. REFRESHER COURSE:-**

<b>Aim</b>	<b>Scope of Trg./Course in brief</b>	<b>Duration &amp; capacity of course</b>	<b>Eligibility</b>	<b>Books , special Arms/Amns. &amp; eqpts,if required</b>	<b>Pre-course training to be carried out</b>
The aim of the Course is to refresh trainees who are working as Q.M. writer regarding functioning of Quarter Master Branch and to perform duties of QMW effectively in the Group Centers /	The scope of this Course is to refresh as well as impart knowledge and experience on purchase formalities, procurement procedure, online procurement, its rule & regulation, tender procedure, selo related work,	* 04 weeks * 100 candidates or as decided by the Dte Genl CRPF.	a) SI/GD, ASI/GD, HCs and CTs up to 50 years of age. b) Education Qualification minimum matriculation or it's equivalent. c) Personnel working in QM branch. d) Personnel who have done QMW Course.	a) Authorized full kit according to season. b) Provisioning Manual-2012, GFR- 2005, Group Centre & Battalion Officers Manual, Establishment Manual, Force Institutions and Funds Manual, Operational Hand Book ,DGS&D Manual on	--

Battalions and in all other offices of the Force.	auction etc. to increase their specialized knowledge and skills to handle the subject.		e) Medical Category: Any category with above qualification.	Procurement, DFPR-1978, Manual on policies and procedure for purchase of goods, Manual on policies and procedure for procurement of works. ,Manual on policies and procedure for employment of consultant,CVC guidelines, FR/SR, Instruction related to e-procurement, e-tendering Sufficient Stationery items with writing materials:- i) Pen Drive ii) Blank CD c) Mufti dress (White pant/shirt), White bed sheet & all other required dresses/ items which are applicable for training.	
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### 03. Q.M.C. COURSE FOR MIN. STAFF:-

Aim	Scope of Trg./Course in brief	Duration & capacity of course	Eligibility	Books, special Arms/ Amns. & eqpts,if required	Pre-course training to be carried out
The aim of the Course is to prepare and enable ASI(M) & HC(M) of the CRPF to work efficiently as Quarter Master Clerk in the Group Centers and Battalions of the Force.	The scope of this Course is to impart knowledge and experience on purchase formalities, procurement procedure, online procurement, its rule & regulation tender procedure, selo related work, auction etc. to increase their specialized knowledge and skills to handle the subject.	* 04 weeks * 60 candidates or as decided by the Dte Genl CRPF.	a) ASI (M) & HC (M) designated to work in QM Branch. b) Medical category Shape-I.	a) Authorized full kit according to season. b) PT dress c) Provisioning Manual-2012, GFR- 2005, Group Centre & Battalion Officers Manual, Establishment Manual,Force Institutions and Funds Manual, Operational Hand Book ,DGS&D Manual on Procurement, DFPR-1978, Manual on policies and procedure for purchase of goods, Manual on policies and procedure for procurement of works, Manual on policies and procedure for employment of	--

				consultant,CVC guidelines, FR/SR, Instruction related to e-procurement, e-tendering Sufficient Stationery items with writing materials i) Pen Drive ii) Blank CD c) Sufficient writing materials. d) Mufti dress (as applicable), White bed sheet & all other required dresses/items which are applicable for training.	
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**04. HUMAN RIGHT & SENSITIVITY COURSE(SOs):-**

<b>Aim</b>	<b>Scope of Trg./Course in brief</b>	<b>Duration &amp; capacity of course</b>	<b>Eligibility</b>	<b>Books , special Arms/Amns. &amp; eqpts,if required</b>	<b>Pre-course training to be carried out</b>
The aim of the Course is to make the trainees aware about Human Rights.	The scope of this Course is to teach them about Fundamental Rights, Directive Principles of State Policy, Right to Private Defence, Protection available to members of CRPF under CrPC, Powers under Special Laws and observation of Human Rights while confronting delicate situations arising out of communal flare ups & other riots and various Law & Order situation involving common public.	* 02 weeks * 60 candidates or as decided by the Dte Genl CRPF.	a) Subordinate Officers.	a) Authorized full kit according to season. b) Sufficient writing materials & pen drive. c) Formal dress (White shirt, Tie CRPF pattern, black pant, Black shoes), White bed sheet & all other required dresses/items which are applicable for training.	

**05. HUMAN RIGHT & SENSITIVITY COURSE (ORs):-**

<b>Aim</b>	<b>Scope of Trg./Course in brief</b>	<b>Duration &amp; capacity of Course</b>	<b>Eligibility</b>	<b>Books , special Arms/Amns. &amp; eqpts,if required</b>	<b>Pre-course training to be carried out</b>
The aim of the Course is to train	The scope of this Course is to train the	* 02 weeks * 60	ORs who completed 10 years regular	a) Authorized full kit according to	



the trainers of the Force on Human Rights to make them able to take classes on various subjects related to Human Righths.	trainers about Human Rights, Fundamental Rights, Directive Principles of State Policy, Right to Private Defence, Protection available to members of CRPF under CrPC, Powers under Special Laws and observation of Human Rights so that they can further impart training to Force personnel of their Institute/ Unit in respect of Human rights.	candidates or as decided by the Dte Genl CRPF.	service.	season. b) Sufficient writing materials & pen drive. c) Mufti dress (White pent/shirt), White bed sheet & all other required dresses/items which are applicable for training.	
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### **06. SUPPORT WEAPON & EQUIPMENT COURSE:-**

<b>Aim</b>	<b>Scope of Trg./Course in brief</b>	<b>Duration &amp; capacity of course</b>	<b>Eligibility</b>	<b>Books , special Arms/Amns. &amp; eqpts,if required</b>	<b>Pre-course training to be carried out</b>
The aim of the Course is to train the Force personnel to enable them for effective handling, usage and firing from Support Weapons and to use Special Equipments in optimal manner.	The scope of this Course is to make trainees able for effective handling of MMG, AGS & CGRL etc. Also to make them efficient to use Special Equipments in proper way.	* 08 weeks *60 candidates or as decided by the Dte. Genl. CRPF.	a) GD Personnel up to the rank of Asstt. Comdt. a) Medical category should be SHAPE-I c) Minimum 5 years of service including 2 years of service in the field for NGOs only. d) Below 45 years for NGOs and below 35 year for GOs. e) Educational qualification should be minimum 10th pass. f) Basic knowledge of Map reading and tactical understanding of deployment of Support Weapons and Equipments during operations is desirable. g) A dett of 3 personnel including at least one GO/SO/HC may be	a) Authorized full kit according to season. b) GPS, Prismatic Compass. c) Complete Web eqpt, Steel helmet, ground sheet, service protector & over all combination minimum two pairs. d) White shirt, worsted pants, Tie & Black Oxford shoes for GOs/SOs and white shirt & pant for ORs, White bed sheet & all other required dresses/ items which are necessary for training.	Should be organised at Bn/Coy level.

			detailed from the same unit to ensure creating one firing dett of unit at their own level.		
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### **07. BASIC BUGLER COURSE :-**

<b>Aim</b>	<b>Scope of Trg./Course in brief</b>	<b>Duration &amp; capacity of course</b>	<b>Eligibility</b>	<b>Books , special Arms/Amns. &amp; eqpts,if required</b>	<b>Pre-course training to be carried out</b>
The aim of the Course is to make Constable/Buglers of the Force able to play all types of various bugle calls efficiently.	The scope of this Course is to train them to play all the 42 bugle calls of the Force and also to enable them to make Music notes.	24 Weeks & 150 personnel or as decided by the Dte Genl CRPF.	a) Cts/Bug who have completed basic training of 44 Weeks may be detailed after completion of 02 years in the field but before completion of 05 years of service. b) Medical Category Shape-I.	a) Authorized full kit according to season. b) Bugles and other necessary equipments c) Sufficient writing materials.(Music writing note book) d) Mufti dress (White pant/shirt), White bed sheet, Uniform as per the weather.	Nil

### **08. BUGLER REFRESHER COURSE:**

<b>Aim</b>	<b>Scope of Trg./Course in brief</b>	<b>Duration &amp; capacity of course</b>	<b>Eligibility</b>	<b>Books, special Arms/Amns. &amp; eqpts,if required</b>	<b>Pre-course training to be carried out</b>
The aim of the Course is to refresh the Constable/Buglers in bugle techniques and various type of bugle calls of the Force.	The scope of this Course is to increase the level of proficiency and quality of playing all the bugle calls and also to enable them to make Music notes.	12 Weeks & 100 Ct/Bug.	a) Senior Constable/Buglers who have qualified Basic Bugler Course. Bugler Refresher Course will be mandatory for all buglers before completion of 10 years of service. b) Medical Category Shape-I	a) Authorized full kit according to season. b) Bugles and other required equipment's. c) Sufficient writing materials d) Mufti dress (White pant/shirt), White bed sheet & all other required dresses/items which are applicable for training.	Nil

### **09. WT (INSTRUCTOR) COURSE**

<b>Aim</b>	<b>Duration &amp; Capacity</b>	<b>Eligibility conditions</b>	<b>Books &amp; special equipment required</b>
To train selected under officers/constables for	12 Weeks.	A) Rank : UOs & CTs (SCC/HPC qualified) B) Age: up to 40 Years.	A) Full Kit B) Web equipment

utilizing as unit level instructors to impart training in “Use of weapons and minor tactics.”	60 Trainees or as decided by Dte Genl.	C) Medical category: SHAPE-I. D) Personnel having instructional ability and knowledge to write & speak Hindi. E) Pre course training should be arranged at Unit level for 01 week for familiarize the trainee with course.	C) Pack-08 D) E.I. clothing (as per season) E) Jungle shoes F) Dangri -02 Nos. G) Rain coat (rainy season) H) Sufficient stationery items with writing materials I) White bed sheet- 02 No’s
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### 10. INSPECTOR PROMOTIONAL COURSE (IPC):-

Aim	Duration	Eligibility conditions	Books & special equipment required
It is a promotional course to enable Sub Inspectors to acquire qualifications and standards necessary for promotion as Inspector in CRPF.	10 Weeks 60 Trainees	a) Sr. Sub-Inspector to be detailed by Estt. Dte. b) Health Card with SHAPE-I medical category / course fitness certificate	a) Full kit i) Identity Card ii) Passport size photographs – 02 iii) A-scale, B-scale iv) Rain Poncho (for rainy season). v) Polythene Sheet Oogi Color Big Size. b) Mufti dress : White Shirt, Black Pant and Black Leather Shoes.) c) Sufficient stationary items with writing materials.

### 11. SUB-INSPECTOR PROMOTIONAL COURSE (SIPC):-

Aim	Duration	Eligibility conditions	Books & special equipment required
It is a promotional course to enable Asstt. Sub- Inspectors/ HCs to acquire qualifications and standards necessary for promotion as Sub-Inspector in CRPF.	08 Weeks 60 Trainees	a) ASI/HCs to be detailed by Estt. Dte.  b) Health Card with SHAPE-I medical category / course fitness certificate	a) Full kit i) Identity Card & Health Card ii) Passport size photographs – 02 iii) A-scale, B-scale iv) Rain Poncho (for rainy season). v) Polythene Sheet Oogi Color Big Size vi). b) Mufti dress : (For SOs- White Shirt, Black Pant and Black Leather Shoes.

			For ORs- White Shirt & Paint.) c) Sufficient stationary items with writing materials.
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12. HEAD CONSTABLE PROMOTIONAL COURSE (HCPC) :-

Aim	Duration and Capacity	Eligibility conditions	Books & special equipment required
To train senior CTs of the force who are awaiting promotion to the rank of HC with a view to develop them as efficient section 2-IC operationally and administratively.	08 Weeks. 60 Trainees	a) CTs detailed by Estt. Dte.  b) Health Card with SHAPE-I medical category / course fitness certificate	a) Full kit i) Identity Card & Health Card ii) Passport size photographs – 02 iii) A-scale, B-scale iv) Rain Poncho (for rainy season). v) Polythene Sheet Oogi Color Big Size b) Mufti dress: - White Shirt & Paint.) c) Sufficient stationary items with writing materials.

### 13. Drill instructor Course

Aim & Scope of Trg./Course in brief	Duration & capacity of course	Eligibility	Books & special equipment required
To train personnel of this force in drill to make efficient and effective instructors at unit level as well as institution	05 Weeks 60 Trainees	A) CTs up to 30 year, SOs and HCs up to the age of 45 years are eligible for this course. Except where this training is being imparted as a second skill. B) Medical category: SHAPE-I.	A) Full kit articles. B) Sufficient stationary items with writing materials C) Ammunition boot – 02 pairs D) DM boot- 02 pairs E) Cotton dress khaki uniform -01 pair. F) Health Card. G) 02 Passport photo.

### **14. Navigational Skill course :-**

Aim & Scope of Trg./Course in brief	Duration & capacity of course	Eligibility	Books & special equipment required
To prepare a pool of navigators for field units and instructors for training institutions proficient in field navigational skill with latest navigational trends, in order to enhance the operational capabilities of the troops.	08 Weeks 60 Trainees	<b>a)</b> CT to Asstt. Comdt. <b>b)</b> Age - Below 40 Years. <b>c)</b> Edn. Qualification- i) Preferably science or geography back ground. ii) Minimum Edu. Qualification – 10+2. iii) Willing. iv) Having basic computer knowledge. v) Preference should be given to graduate & above. <b>d)</b> Candidates who have applied/ submitted three months notice for voluntary retirement from service and who are due for superannuation within 05 years should not be detailed. <b>e)</b> Medical Category	<b>a)</b> Full Kit. <b>b)</b> EQPTS:- Compass, GPS. <b>c)</b> Sufficient stationary items with writing materials. <b>d)</b> Two Passport size photos. <b>e)</b> Health Card with shape-I medical category and course fitness certificate. <b>f)</b> Identity Card. <b>g)</b> Mufti dress : <b>(For SOs-</b> White Shirt, Black Pant and Black Leather belt & Shoes.) <b>For ORs-</b> White Shirt & Paint and PT Shoes) <b>h)</b> Khaki Dress -2, Combat Dress- 2 Sets & Jungle Shoes, Anklets, Ground Sheet.

### 15. FC & TACTICS COURSE

Aim & Scope of Trg./Course in brief	Duration & capacity of course	Eligibility	Books, special Arms/ Amns.& eqpts, if required
<p>The aim of the training would be to prepare a CTs to SOs physical and mentally to ensure him to understand challenges of operational area and convert him into a competent, confident and efficient soldier, so that they could perform effectively in operational area with the expertise in field craft and tactics.</p>	<p>04 weeks 120 Trainees</p>	<p>A) Insp/SIs/HCs /CTs below 45 years. B) Edu. Qualification- Matriculation or Equivalent. C) Physically fit (Physical fitness certificate by the controlling officer to be submitted. D) Medically fit (Medical report to be submitted on arrival)</p>	<p>A) Authorized full kit articles. 1. Identity card &amp; Health Card. 2. Health card with Shape-I medical category and course fitness certificate. 3. Malaria kit (For malaria prone area) Mosquito repellent Cream/ Mosquito Coil &amp; net 4. 03 Passport size photograph. 5. Camouflage disruptive pattern uniform. 6. Anklets Black 7. Ammunition Jacket/Pouch. 8. PT shoes and PT dress. 9. Jungle shoes. 10. A scale. 11. B scale. 12. Pull Through 13. Ground sheet 14. Khaki socks as per requirement. 15. Rain Poncho (For rainy season) 16. Light weight Blanket &amp; white bed sheet. 17. Polythene sheet O.G. color Big size. 18. Mufti dress : <b>(For SOs-</b> White Shirt, Black Pant and Black Leather belt &amp; Shoes.) <b>For ORs-</b> White Shirt &amp; Pant and PT Shoes) 19. Personnel kit and clothing items. 20. GPS with rechargeable/sufficient battery. 21. 01 Service prismatic compass/ Silva compass. B. Sufficient writing materials/Stationary. Pamphlets on various FC &amp; Tac, MR and Quiz book etc.</p>

### 16. Vigilance Course

Aim & Scope of Trg./Course in brief	Duration & capacity of course	Eligibility	Books, special Arms/ Amns. & eqpts,if required	Pre-course training to be carried out
The Aim of the course To Increase the level of proficiency of personnel of vigilance cell of Sectors/Range.	06 Days 50 Trainees.	Insp/Gd, Hc/Gd And Ct/Gd one each are Authorized in Vigilance cells of Sector & Si/Gd, Hc/Gd And Ct/Gd one each are Authorized in Vigilance cells of Ranges.	a) Uniform According to season. b) Sufficient writing Materials c) Prescribed Mufti Dress for ORs and Civvies Dress for SOs.	Trainees are expected to come prepared with elementary knowledge of Setup of Vigilance cell in sectors and its functioning.

**SD/- 02/01/2020**  
**(Manoj Kumar Sharma)**  
**Commandant**  
**CTC, CRPF Gwalior (M.P.)**

No. C.IX-1/2020-TT-CTC-GWL (J.I.)

Dated, the 02 January, 2020

Copy to the following for information and necessary action please.

1. The Special DsG, J & K Zone (Jammu), Central Zone (Kolkata), N. E. Zone (Guwahati), Southern Zone (Hyderabad), CRPF at location.
2. The IGP (Trg./Adm.) Dte., CRPF. New Delhi.
3. All the Sector IsG, CRPF including Ops Sectors at location
4. The Directors/IsG/ISA/CRPF Academy, CRPF at location
5. All the IsG (Madical), Composite Hospitals, CRPF at location.
6. All the Range DIsG, CRPF including Ops Ranges and Signal Range at location.
7. All the DIsG, GCs/Training Institutions/CWSs/PDG, CRPF at location.
8. All Unit Commandants including SDG, SPG, NSG & Signal BNs. at location.

**SD/- 02/01/2020**  
**(Manoj Kumar Sharma)**  
**Commandant**  
**CTC, CRPF Gwalior (M.P.)**

**Internal:-** OC (Trg/Adm), /Estt-I/VIII/IX/Guard File(TT Cell), CTC, CRPF, GWL.