

NORTH EASTERN POLICE ACADEMY
UMSAW, UMIAM 793 123 (MEGHALAYA)
JOINING INSTRUCTION FOR THE BASIC TRAINING COURSE FOR DIRECTLY RECRUITED DEPUTY
SUPRINTENDENTS OF POLICE & SUB-INSPECTORS AND ASSTT-SUB-INSPECTORS
(THE COURSE WILL COMMENCE FROM JANUARY 30th 2012)
(38th BASIC COURSE)

1. LOCATION :

The Academy is situated approximately **20 kms from Shillong and 80 kms from Guwahati on Guwahati – Shillong Highway**. The Main gate of the Campus is about half a kilometer away from the G.S. Road point. All buses from Guwahati – Shillong stop at road junction (Dyke Point) NEPA, on request.

2. CLIMATE :

The Academy is located on an altitude of 3500 feet from the sea level. The climate is moderately cool and adequate winter clothing will be required to be brought by the trainees. The climate conditions varies as under :-

1. March to May – Climate is generally dry and pleasant. The temperature varies from 10 to 20 degree Celsius. Summer Dress and cotton garments are advised.
2. May to October – Heavy monsoon extends till the last of October.
3. November to December – Dry and cold climate. Woolen clothes are advisable.
4. December to February – Quite severe winter. Temperature generally ranges from 10 to 4 degree Celsius. Warm clothes are necessary.

3. ACCOMMODATION AND MESSING :

1. The trainees will be provided with accommodation and required furniture's in the trainee's Officer's / Cadet's Mess.
2. One cot with one mattress will be provided from the Academy to each trainee.
3. Messing arrangements exist for all trainees in the respective messes.
4. The trainees will be required to bring their own additional requirements as under:-

BEDDING

- 1(one) Pillow
- 2(two) Pillow covers, white.
- 2(two) Bed-Sheets, white
- 1(one) Mosquito net, white
- 1(one) Bed cover
- 1(one) Woolen blanket
- 1(one) Quilt (cotton filled)

4. RECEPTION :

A reception Centre will operate from 0900hrs to 1700hrs from 28/1/12 to 29/1/12 at the Dyke point on the Guwahati – Shillong Highway. Transport will be provided at the Dyke point for transporting the trainees from Reception Centre to the respective Messes.

All trainees must report before **30th January '2012 by 1700hrs**, positively.

5. MESS ADVANCE :

DySP trainees will be required to deposit a sum of **Rs. 3,500/-** and **SI trainees Rs. 3000/-** on their arrival at the Academy as Mess Advance. Besides charges for food, they will also have to pay for **Mess Establishment, Washer man and other charges for personal services**. All trainees will adhere to the Mess Rules and take their meals as per timings fixed in the Mess. Full Mess expenses will have to be cleared in the first week of the following month and they will square up all accounts before leaving the Academy on completion of their course. Only standard menu will be provided and no private cooking will be allowed.

The Mess deposit will be refunded to the trainees on completion of the course after taking deduction of outstanding dues, if any according to the Rules.

6. SECURITY DEPOSIT :

In addition to the mess Advance, each trainee shall have to deposit a sum of **Rs. 500/-** as security deposit and **Rs.1500/-p.m.** as uniform Advance on their arrival at the Academy. The security deposit will be refunded to the trainees on completion of the course. If any of the Government articles issued to the trainees get damaged or lost due to the negligence of the individual concerned cost of articles shall be recovered from the security deposit. If any payment of the Academy remains outstanding, the same will also adjusted against this deposit.

7. CORRESPONDENCE

- (i) Postal Address : NORTH EASTERN POLICE ACADEMY
UMSAW – 793 123, UMIAM (MEGHALAYA)
- (ii) All correspondence should be addressed to the Director, North Eastern Police Academy, Umsaw, 793 123, Umiam (Meghalaya)

8. DISCIPLINE

Trainees will be expected to observe strict discipline throughout their stay in the Academy. Violation of any provision could lead to discharge of the trainees from the Academy

Besides maintaining discipline in general, strict rules of discipline have been prescribed for maintaining decorum in the Mess. All trainees will conform to these rules.

All trainees will be responsible for safe-custody of their personal belongings. The trainees are not allowed to bring with them valuable items. The trainees will keep their rooms under lock as and when they go out.

No trainee is allowed to bring any intoxicating substance to the Academy or to consume it or to come to the Academy with any trace of intoxicating substances. Private arms/ weapons of any kind are not allowed to keep with trainees.

9. TELEPHONES

Important Telephone numbers of the Academy.
(Shillong Exchange Code : 0364)

	<u>Office</u>	<u>Residence</u>
Director	2570290	2570246
Joint Director	2570278	2570548
Dy. Director (A)	2570608 & Mobile No.09402195325	
NEPA Exchange	2570287, 2570237	
Faculty Room	2570239	
Training Branch	2570466	
FAX	2570464	

10. LIBRARY

The Academy Library has a good collection of books of professional and non-professional subjects. Participants are advised to make full use of the Library during stay at the Academy.

11. CANTEEN FACILITIES

A Canteen has been established in the Campus to meet the day-to-day requirements of the trainees.

12. GUESTS

Guest will be allowed to meet the trainees after the training classes are over, but no guest can be provided accommodation in the Academy.

13. LEAVE

Except for any unfortunate incidence, involving bereavement of close relative, no leave will be granted. This leave, on extreme compassionate grounds, will also not be for more than 3 (three) days. No night pass/station leave is allowed.

It has been experienced that some of the trainees request leave for appearing in other competitive Examinations. No such request will be entertained. For appearing in any competitive Examination conduct by the UPSC or any State Service Commission, the request may be considered only if the permission of the parent state & dept. is obtained prior to applying for the same and the schedule of the exams is not in conflict with the exams scheduled by this Academy and Passing Out Parade etc..

14. REASON FOR RETURNING THE TRAINEES FROM THE BASIC TRAINING

High level of discipline is enforced during Basic Training. Some of the eventualities, which may result in returning the trainee from the Basic Course are enumerated as under:-

Cases of acts of gross indiscipline & violation of Mess Rules.

Use of intoxicating material

Over-stayed from mid-term break/leave on extreme compassionate grounds, as mentioned in Para-13 above.

Remaining sick for more than 7 days.

Injury or illness, where Medical Officer does not advise for continuation of training.

15. VACCINATION

Vaccination against following diseases may be administered before the trainees report to the Academy for training. A certificate to this effect be deposited.

1st dose of HEPATITIS – B

Vaccination against TYPHOID (single dose)

Further, vaccination may also be required to be administered in this Academy for this disease as any other disease as the case may be.

16. UNIFORM & EQUIPMENTS

Uniform and equipments of the prescribed pattern will be provided by Canteen on payment. However, following P.T. dress should be brought by the trainees, for initial period :
2 white shorts for boys, pure white, terri cotton. Tailor made on order and without any shows feature on it.

2 white T-shirt, pure white

2 white Full Pant for girls, pure white, terri cotton. Tailor made or order and without any showy features on it.

2 pair sports shoe – pure white (Reebok/Addidas/Nike)

2 pairs pure white socks.

1 white sweater – full sleeve.

The dress is required to be “**plain white**” without any extra features like coloured strips or patches or writing. It should be preferably tailor made, these directions should be kept in mind.

Sd/-
(A K MATHUR, IPS)
DIRECTOR

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