

PROCEEDING OF THE DIRECTOR OF SOCIAL JUSTICE

Sub:- Social Justice Dept. – Deputing Officer 3 Months Training Course at Academy of Prisons and Correctional Administration, Vellore, Tamilnadu -Reg.

Red:- APCA, Vellore Lr. No. APCA/Trg./POS/13 DTD. 22.4.2013

Order No. C2-16666 DT. 29.3.2013

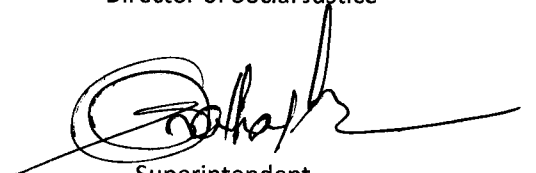
The following officers under Social Justice Department, Kerala are deputed for the 3 Months Training Course for Probation Officers from 2/5/2013 at Academy of Prisons and Correctional Administration, Vellore, Tamilnadu.

1. Mr. Abeen A O, Probation Officer Gr. I, Dist. Probation Office, Kollam
2. Mr. Siju Ben, Probation Officer Gr II, Kollam
3. Mr. Vijayachandran, Probation Officer Gr.II, Dist. Probation Office, Alappuzha
4. Mr. Binoy. V .J. Probation Officer Gr. I, Dist. Probation Office, Kottiyam
5. Mr. Shamnad , Probation Officer Gr. I, Dist. Probation Office, Palakkad
6. Mr. Sameer Machingal, Probation Officer Gr. I, Dist. Probation Office, Malappuram
7. Mr. Biju, Probation Officer Gr. II, Dist. Probation Office, Kannur

The Officers deputed for this training should report Academy of Prisons and Correctional, Administration, Vellore, Tamilnadu at 9.30 am on 2/5/2013. They are eligible for TA/DA from Social Justice Department, Kerala as per the norms.

Sd/-

Director of Social Justice



Superintendent

1. E- Section for Charge arrangement

DR.M.P AHMED,
Director,
ACADEMY OF PERSONS &
CORRECTIONAL ADMINISTRATION (APCA)
Vellore - 632 003, Tamil Nadu



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No AP/A/Trg/PC/52013

Dated: 22.4.2013

To

The Director,
Department of Social Welfare,
Vikas Bhavan,
Thiruvananthapuram - 695 033,
Kerala.

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Sub: APCA, Vellore - 3 Months Basic Training course for Probation Officers -
No nominations - Requested.
Ref: Memo to phonic conversation on 22.4.2013 with the Director.

I have to state that this Academy which is a joint venture of four southern states of Andhra Pradesh, Kerala, Karnataka and Tamil Nadu has been imparting professional training to the Prison and Correctional Officers since 1979. Due to various reasons the training which was earlier given to the Probation Officers was discontinued. It is observed that the Probation Officers and Correctional Officers in our country are not getting professional training. It is needless to say that the efficiency of an organization depends mainly on the calibre of personnel. Training being a continuous process, APCA decided to revive the training for Probation officers and Correctional Officers in basic training / In service training and Refresher training.

The Board of Management of APCA which is represented by the Directors General of Prisons of four southern states have already approved the training courses for Probation Officers. The APCA will not be charging any course fee from the participants for the said course in as much as the 4 states are already contributing their share.

It is proposed to start the course with effect from 2.5.2013 which will have theoretical and practical training. Besides, the trainee officers will be taken on All India study tour including Orientation programme at TISS (Tata Institute of Social Science) Mumbai for wide exposure and to learn functioning of various Correctional establishments in the country. (T.A.A. D.A will be borne by trainees).

16666

Handwritten notes:
23/4/13
Arrange to send 7 POs at a time.
[Signature]

Under the circumstances, I request you to kindly depute 12 Probation Officers, from your organization for three months basic training course. The trainee officers are required to stay in the hostel during the training period and will write the final examination. On successful completion of the training course, they will be issued with a certificate. Meritorious trainees will also get medals at the end of the training programme.

I am enclosing the brochure of this Academy and the joining instructions to the officers.

I once again request to send Probation Officers (not more than 12) for the above said course.

Yours faithfully

M.R. Ahmed
 (M.R. AHMED)
 Director

Encl: wo

no

22/4/13

ACADEMY OF PRISONS AND CORRECTIONAL ADMINISTRATION, VELLORE - 2
ANNEXURE

List of articles to be brought by the trainee officers at the time of joining the training programme at A.P.C.A., Vellore. They can also purchase those articles locally.

I. For P.T. Class

- | | |
|------------------------------|---------|
| 1. White T. shirts (Half) | 2 Nos. |
| 2. White Banian with Sleeves | 2 Nos. |
| 3. White Canvas shoes | 1 Pair |
| 4. White Socks | 2 Pairs |
| 5. Pyjama for Women (White) | 2 Nos. |
| 6. White shirts for Women | 2 Nos. |

II. For Karate Class White Dungaree

1 set

I. For personal use of the trainee officers:

- | | |
|--------------------------|--------|
| 1. Bed Sheets | 2 Nos. |
| 2. Pillow Cover | 1 No. |
| 3. Table Cloth | 1 No. |
| 4. Formal Dress with Tie | 1 No. |

A Caution deposit of Rs.1,000/- shall be paid by each officer trainee on admission. The deposit will be returned on the day of relief, after deducting, dues if any to the Institute.

[Signature]
 DIRECTOR

[Signature]
 27/4/13

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