

## **Police Training Center, Khandala,**

**Tal. Maval, Dist. Pune**

**Induction Training (Police Training)**

**of**

**Inspectors of CGST & Preventive Officers of Customs**

### **Joining Instructions**

1. All trainee officers should report at Police Training Center (P.T.C.) at Khandala on given time.
2. It is mandatory for all participating trainee officers to have COVID 19 Vaccination (both doses ) completed. Need to submit certificate against the same on arrival at P.T.C.
3. All trainee officers should submit negative report of RTPCR test conducted within 48 hrs prior to the joining.
4. All trainee officers will carry the Identity Cards issued by their parent departments.
5. The trainee officers should bring uniforms issued by their department.
6. The trainee officers are advised to equip themselves with necessary stock of medicines, if undergoing any medical treatment. We have Medical Hospital at P.T.C. for any emergency.
7. Hostel rooms are equipped with beds, mats, bedsheets, cupboards, table and chair. Hence you are requested to bring required blanket/clothing accordingly.
8. Strictly abstain yourself from bringing any costly belongings including jewellery, cameras and cash in large amount.
9. Facility of solar heater and laundry is available. Hence, use of electrical equipment's viz. iron, kettle, steamer, toaster etc. is strictly prohibited.
10. Use of private vehicles is not allowed inside the campus. Hence you are requested to limit the use of private vehicles only for drop and pick up to and fro respectively. No officer is entitled for keeping his vehicle with oneself during the training period.
11. Training schedule during the day time will be –  
**06.00 hrs to 08.15 hrs. – Outdoor Training**  
**09.15 to 13.30 hrs – Indoor classes**  
**15.30 to 17.55 hrs – Outdoor training and Games**  
**Training Days will be from Monday to Saturday.**

12. Dress code for the training will be as follows-

**Indoor – Official Uniform**

**Outdoor – PT Dress with PT shoes.**

13. No outing allowed beyond limits of the training institute during the course tenure.

14. On arrival at P.T.C.Khandala ,all trainee officers will be provided with

1) T shirts & half pants - 2 pairs,                      2)P.T. shoes- 1 pair,

3) Ground sheet- 1,    4) Socks – 2 pairs

15. Mess timings will be as follows-

**Breakfast –08.10 to 09.00 hrs**

**Tea break – 11.15 to 11.30 hrs ( to be served in class premises)**

**Lunch- 13.30 to 14.15 hrs**

**Tea break – 16.55 to 17.10 hrs**

**Dinner – 19.00 to 20.00 hrs**

16. All are advised to follow the dining table etiquettes and discipline in the Cadet Mess.

17. Stationary and daily needs are available in PTC Store. One may purchase there on individual payment basis. However requested to come prepared with stationary like pen, notebook, books and other study material if required, sufficient enough for 2 week's course.

18. All officers should deposit / transfer amount for (residential & sports kit charges), on or before arrival at PTC khandala.

Account details for the same are as follows –

**Account Number                      -    33230157411**

**IFSC Code                                      -    SBIN0000555**

**Bank    -    State Bank of India**

**Branch    -    Lonavala**

**Beneficiary Name                      -    Principal, Police Training Center Mess**

The amount shall be paid through online payment or trainees should deposit cheque on arrival at PT.C. Khandala.

**19. No illegal activities permitted , any sort of indisciplined behavior will not be tolerated & necessary action will be taken accordingly.**

20. At the Training Institute some other Police training programmes are also going on. Hence participating trainee officers are directed to follow mess timings & training schedule so as to enable smooth running of the programmes.

21. Use of Mobile Phones is strictly prohibited during training hours. However one may use it only in the hostel premises.