



No.I-8(5)/SD&CM-12/Online/2020-2021
CENTRAL DETECTIVE TRAINING INSTITUTE
Government of India – MHA – **BPR&D**
Ramanthapur, Hyderabad-500 013.
{Phone:27038182, 29704170 Fax: (040)27036865}
[e-mail: cdtshyderabad@nic.in]

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Dated: 5th August, 2020.

To
The Addl. Director General of Police (Trg.),
Kerala,
Thiruvananthapuram.

Sub: Inviting nominations for **Online Course** on "**Self-Development & Conflict Management/Capacity Building**" **exclusively for Women Police Officers** of the rank of Dy.SP/Inspr./SI at CDTI, Hyderabad from **31-08-2020 to 04-09-2020**.

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Sir,

The Central Detective Training Institute, Hyderabad will be organizing an **Online Course on "Self-Development & Conflict Management/Capacity Building"** from **31-08-2020 to 04-09-2020 exclusively for Women Police Officers** of the rank of Dy.SP/Inspectors/Sub-Inspectors of Police.

2. **Performance Objectives** of the course are given below:
- A.** To realize how important it is to maintain work life balance to lead a healthy professional and personal life.
 - B.** To have detailed deliberations on ethics, integrity, motivation and morale building.
 - C.** To handle stress effectively, communicate properly.
 - D.** To deal with subjects like sexual harassment at work place, gender bias, etc.
 - E.** To work towards positive emotional health and wellness.

3. It is requested that **02 Officers** of the rank of **Sub-Inspector to Dy.SP** may be nominated to attend the said course. The nominations against the seats allotted may kindly be sent to the Director, CDTI, Ramanthapur, Hyderabad-500 013 **urgently** through **Fax: 040-27036865** and Email: cdtshyderabad@nic.in for confirmation of acceptance.

4. **The information in respect of each nominated officer may kindly be sent as per the proforma given below:**

Sl. No.	Name/Rank	Date of Birth	Present posting	Mobile/ WhatsApp No.*	E-mail ID* (NIC email if available)

*Mandatory

5. It is requested that while nominating officers, an equal number of officers may also be nominated as reserve.

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6. **There will be an online pre-course test & post-course test with objective type questions. Minimum 60% score in post-course test is mandatory for obtaining Course Completion Certificate.**

7. It is requested that the selected officials must download the **Webex meetings app in their computer/laptop.** In this regard, for more information, **Shri R.S. Jaya Kumar, Vice-Principal may be contacted on his mobile number 7005101003.**

8. **General Instructions:**

A. The nominated Officers may please be advised to obtain **NIC e-mail IDs** and forward the same along with their nominations. If there is a delay in obtaining the NIC e-mail IDs, their existing e-mails IDs may please be sent on which the Course Link for online classes will be sent.

B. All the participants must ensure that they have **good internet connectivity so that the e-learning process can go on uninterrupted and without buffering.**

C. **Officers are supposed to attend the course in working uniform.**

9. **Security Precautions:**

A. If the participant is not using an official location for attending the e-class, **he should ensure that no one else apart from him overhears the proceedings.**

B. **All the trainees must be sensitized that deliberations during training sessions are confidential. These are meant strictly for his/her learning and cannot be shared on any social media platform with any unauthorized person.**

C. The advisory issued by the **Cyber Coordination Centre (CyCord)** of MHA regarding e-meeting, e-training, e-classes, etc. may please be strictly adhered to.

10. It is requested that all concerned may kindly be informed accordingly.

Yours faithfully,


**KRANTHI KUMAR GADIDESI, IPS
DIRECTOR**