To
The State Police Chief,
Kerala,
Thiruvananthapuram.

Sub: Course on "Investigation of Cyber Crime Cases (Level-II)" at CDTI,
Hyderabad from 12-03-2018 to 23-03-2018 for Dy.SP/Inspr./SI.

Sirs,

Course on Investigation of Cyber Crime Cases (Level-II) will be conducted at
CDTI-Hyderabad from 12-03-2018 to 23-03-2018 for the Officers of the rank of
Dy.SP/Inspectors/Sub-Inspectors of Police. This Course is intended for those officers
who are proficient in the use of Computers and who are working in the Cyber
Cell. As such officers who are proficient in the use of computers may kindly be
nominated to the course.

2. 02 seats have been allotted to your State and 5 copies of Joining Instructions are
enclosed, one set for the personal perusal of the Head of the Unit from where the Officers
are nominated, one set for record and the rest for transmission to the nominees for
compliance.

3. The nominations against the seats allotted may kindly be sent to the Director, CDTI,
Ramanthapur, Hyderabad-500 013, so as to reach by 26-02-2018. The information in
respect of each nominated officer may kindly be sent as per the proforma given
below:

<table>
<thead>
<tr>
<th>Name</th>
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<th>Phone/Cell No.</th>
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4. It is requested that while nominating officers, an equal number of officers may also
be nominated as reserve. The officers deputed should be below 50 years of age. The
nominees may be advised to proceed for the course only after receiving
confirmation of acceptance of their nominations from this Institute.

5. The trainees should be directed to report to the Director, CDTI-Hyderabad by the
evening of 11-03-2018 positively. It is requested that all concerned may kindly be
informed accordingly.

Yours faithfully,

DIRECTOR
CENTRAL DETECTIVE TRAINING INSTITUTE, HYDERABAD.

Course on "Investigation of Cyber Crime Cases (Level-II)"
(12-03-2018 to 23-03-2018) - 10 days

JOINING INSTRUCTIONS

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2. **Working Days & Hours:** Monday to Friday - From 09.30 AM to 06.00 PM

3. **Age:** Officers below the age of 50 years may kindly be deputed for training.

4. **Location:** The CDTI is located at Ramamthapuri, between Hyderabad Public Institute and Doordarshan Kendra (Hyderabad), at a distance of about 10 kms from Hyderabad/Secunderabad Railway stations. The Hostel is situated within the Institute Campus. City buses, autorikshaws and taxis ply from Hyderabad/Secunderabad Railway stations where all trains are received.

5. **Administration:** Each nominee will bring with him four recent passport size photographs in working dress bare-headed. Registration forms will be supplied by the Institute wherein the nominees will be required to fill up particulars of their service, such as date of birth, date of entry into force, details of work done in different branches up-to-date, etc. Trainees will come prepared to furnish these particulars. During the period of training, no leave will be granted. As the Course is very short, it will not be possible to spare the trainees for Court work during the training period. Trainees should finish their evidence in Courts before leaving for CDTI training or seek suitable adjournments beyond the training period. Trainees should not bring any service or private weapons and ammunition.

6. **Dress:** All the trainees will bring with them the uniform of their rank; working dress will be worn by the trainees during training. In the afternoon session, Smart Civvies (Formal Pants, Full shirt/Half Shirt and Tie (Optional) for Men and Saree/Salwar/Shirt Pant for Women. Chappals, Sandals, Jeans and Sports Shoes will not be allowed in the class room.

7. **Mess:** The training programme is residential. On arrival at the Hostel, the trainees should find out the room number allotted to them from the Hostel notice board and occupy the rooms accordingly. Each trainee is required to pay Rs.10/- per day towards maintenance charge at the conclusion of the Course. **Families/guests are not allowed to stay in the Hostel.** Each trainee will be provided with a cot, mattress, pillow and mosquito net, table and a chair in the Hostel. A Washerman has been provided in the Hostel at approved rates. He is the only authorized person to enter the Hostel premises for collection and return of clothes after wash.

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8. **Reading Material:** Reading material for the Course will be supplied on arrival. CDTI, Hyderabad has a well-stocked library with spacious reading room. The participants can avail this facility.

9. **Contact Details:**
   - Office: 040-29704170; 27038182
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   - e-mail: cdtshyderabad@nic.in

10. **Postal Address:**
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    Between Hyderabad Public Institute & Doordarshan Kendra,
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11. **Dispersal:** Participants can leave the Institute after the Valedictory Address on the concluding day of the Course i.e. around 6.00 P.M. They can leave on the same day by late evening flight/trains.

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