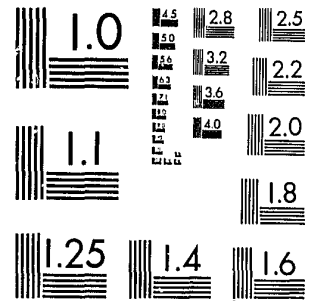


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Washington, D. C. 20531

08/04/82



ROYAL HONG KONG POLICE FORCE TRAINING DIRECTORY

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U.S. Department of Justice
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INTRODUCTION

Training objectives in Royal Hong Kong Police are defined as follows :-

- (a) To provide the new entrant to the Police Force with those basic skills and knowledge necessary for him to carry out ordinary police duty at Inspector or Constable level.
- (b) To supplement, expand and update the police officer's basic professional knowledge.
- (c) To prepare the police officer for those additional demands and responsibilities arising out of his being required to perform specialist duty or his advancement in rank.

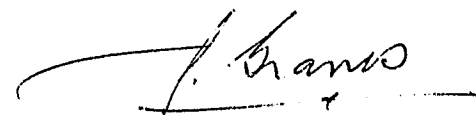
This Directory provides information as to the facilities available to enable these objectives to be met.

The content of each course syllabus, except in the case of certain specialised courses, is given in some detail, thereby enabling supervisory officers to be aware not only of the scope of the Force Training Programme but of precisely what is being taught at all levels of training.

Training is not an end in itself; newly-gained knowledge and skills are of value only if effectively employed. It is of importance that those attending courses of training should thereafter be given the opportunity to put into practice what they have been taught. It is in this way that the value and relevance of training can best be assessed.

Details of Cadet and Traffic Warden training have been included as being part of the overall Force Training Programme.

The content of the Directory will be reviewed from time to time and amended as necessary. In particular the Force Training Schedule annexured to the Directory will be updated and re-issued annually.


Deputy Director Force Training

NCJRS

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Section 1

Recruit Basic Training

RECRUIT BASIC TRAINING COURSE FOR INSPECTORS

- FOR : (a) Officers joining the Force in the rank of Inspector
(b) Junior Police Officers of the RHKP promoted to the rank of Inspector who have been selected through the Potential Officer Scheme.
- OBJECTIVE : To produce a Police leader who has sufficient knowledge to carry out his duties as a Junior Inspectorate Officer.
- ENROLMENT : In classes of up to twelve officers, optimum three classes per intake but four classes can be accommodated.
- METHOD OF INSTRUCTION : (a) Criterion based in that students must meet sub and/or terminal objectives set for each subject
(b) Input by lessons, demonstrations, participative group and individual exercises, guest lectures, visits and on-the-job attachment
(c) A variety of audio visual aids including OHP, film, audio-tape, slides, tape/slide presentations.
- DURATION : Total 36 weeks. Divided into :-
(a) Induction (1 week) all officers, followed by
(b) Introductory Course (8 weeks) Local Officers only, concurrent with
(c) Language Course (8 weeks) Expatriate Officers only
(d) Professional Subjects Course (27 weeks) all officers.
- CURRICULUM : (a) INDUCTION WEEK
Opening address
Oath of office
Interviews with C PTS
Kit issue
Familiarisation, PTS and Territory
Documentation
Blood grouping, fingerprinting, photographs
Personal administration
PTS Officers Mess and Mess Life
PTS Standing Orders
Acceptance of Advantages Regulations
Welfare

(b) INTRODUCTORY COURSE

Personal development :

Footdrill
P.E.
Map reading
Lecturettes
English idioms
Research and written projects
Adventure training
Lifesaving/swimming
Observation
Weapon Training

Group development

Orienteering
Initiative exercises

Sociological development

Community Service Work
Attachment to a Government Department
Adaptability exercises
Visits

(c) LANGUAGE COURSE

Tuition to reach Hong Kong Government
Colloquial Cantonese First Certificate.
Conducted by Civil Service Training
Division.

(d) PROFESSIONAL SUBJECTS COURSE

Self Development

Footdrill, Parades, Inspections
Weapon Training
P.E.
Self Defence
Lifesaving/swimming
Sport
Emergency Child Birth
First Aid
Cantonese revision (Expatriate Officers)

Law/Police Procedure

Common & Statute Law
Criminal Responsibility
Classification of offences
Police notebook
Resisting, misleading police/justice
Powers and mode of arrest
Dealing with suspects
Judges Rules
Care/custody of prisoners

Prisoners' property
Bail
Courts of Hong Kong
Summonses
Warrants
Evidence
Attending Court
Magistrate's court procedure
Committal proceedings
Classification of vehicles
Registration and licensing of vehicles
Driving Licences
Motor Vehicle Insurance
Construction and Use Regulations
Lights on vehicles
Control of traffic, traffic signs
Examination, testing, removal of vehicles
Public Service Vehicles
Use of Beat Radio
Cyclists and pedestrians
Dangerous/careless driving
Notice of Intended Prosecution
Traffic Accidents
Traffic - reporting for prosecution, methods
Mock Court exercises
Police arms and armouries
Use of force and police weapons
Property
Case papers
Fingerprints
Statements from witnesses
Statements under caution
Missing persons, lost/abandoned children
Descriptions of Persons
Criminal Damage
The Report Room
Crime Reports
Theft Ordinance Offences
Loitering
Raids on premises
Triads
Gambling
Dangerous drugs
Public Order
Terrorism
Arms and ammunition
Lunatics, loss of memory cases, beggars
Liquor licensing
Identification methods
Miscellaneous licences, pawnbrokers, marine dealers
Pornography
Prostitution/vice establishments
Sexual offences
Court visits
Hawkers

Nuisances
First officer at scene of crime
Road Block duties
Duty officer exercises
Beat incidents
Uniform, equipment and Government Property
Assaults, woundings
Homicide
Death enquiries
Death reports
Mortuary visit
Children and young persons
Prevention of bribery
Animals, hunting, country parks
Fires and disasters
DCCC visit
Immigration
Visit Forensic Laboratory and Ballistics
Criminal Intelligence
Action at the scene of bomb incidents
Police Dogs

Police/Government Organisation, Policy

Government of Hong Kong
History and development of Royal Hong Kong Police
Police organisation/badges of rank
Role and duties of Royal Hong Kong Police
Royal Hong Kong Auxiliary Police Force
Force training policy
Police Community Relations
Police Media Relations
Police Methods of Communications

Leadership

Leadership training
(introductory phase)
Leadership exercises
Leadership camp
Operational orders and briefings
Demonstration - planning an operation

Police Management

Co-operation - Police and Public
Planning and Appreciation Exercises
Police correspondence, files, covering
reports, minutes
Sub Unit Command Duties
Visit to Police Station
Sub Unit Welfare
Police deployment
Parading a Sub Unit
Assessment reports of personnel
Interviews with personnel technique
Discipline procedures
Supervisory accountability
Complaints against police

Appreciation of a police problem
Relationships between Station Sergeants/
Sergeants and Probationary Inspectors

On-the-Job Training

Attachment to an operational unit

Internal Security Training

Internal Security Drills
Platoon Demonstration
Respirator test
Smoke and baton shell demonstrations

RECRUIT BASIC TRAINING COURSE FOR CONSTABLES

- FOR : Junior Police Officers joining the Force in the rank of Constable.
- OBJECTIVE : To produce a Constable who has sufficient knowledge to carry out his duties as a Junior Police Officer.
- ENROLMENT : By intakes of 2-8 courses; each course of up to 33 students.
- METHOD OF INSTRUCTION : Lesson, demonstration, exercise, visit, film, discussion, guest lecture and on-the-job attachment.
- DURATION : 20 weeks in the Police Training School, plus 2-5 weeks on the job attachment.
- CURRICULUM : Legal Knowledge and Procedure
- Arms and Ammunition Ordinance
 - Powers and Methods of Arrest
 - Assaulting and Obstructing Police Officers
 - Assault, Wounding and Homicide
 - Betting, Gaming and Lotteries
 - Blackmail and Criminal Intimidation
 - Bribery and Acceptance of Advantages
 - Criminal Damage
 - Criminal Liability and Parties to Offences
 - Dogs and Cats Ordinance (Cruelty to Animals)
 - Dangerous Drugs Ordinance
 - Powers of Entry into Private Premises
 - Evidence
 - Loitering Offences
 - Hawker Offences
 - Indecency and Sexual Offences
 - Judges' Rules and Caution
 - Police Powers of Stop and Search
 - Prostitution and Vice Establishment
 - Public Order Ordinance
 - Summary Offence Ordinance
 - Societies Ordinance (Triad Societies Offences)
- Police Knowledge and Procedure
- Care and Custody of Uniform and Equipment
 - History of the Force
 - Organisation of the Force and Badges of Rank
 - Bail
 - Beats and Patrols
 - The Post Radio and RT Procedure
 - Beggars, Sick Persons and Lunatics
 - Care and Custody of Prisoners
 - Children and Juveniles
 - Conduct and Discipline
 - Conditions of Service
 - Police Community Relations

- Criminal Intelligence
 - Work of the Criminal Records Bureau
 - Description of Persons and Property
 - Duties and Responsibilities of Police
 - Fingerprints
 - Use of Force and Police Weapons
 - How to give Evidence
 - How to Obtain and Question Witnesses
 - Identification of Persons
 - Lost and Found Property
 - Summons Applications
 - Methods of Searching
 - Missing Persons
 - Police Notebook
 - Police Action at Scene of Crime
 - Police Action at Traffic Accident
 - Police Action during Typhoon and Disaster
 - Police Arms and Armouries
 - Police and the Public
 - Police Publications
 - Police Public Relations Wing
 - Report Writing
 - Report Room Procedure
 - Progress of a Summary Case
 - Raiding vice establishments
 - Relationship between the Regular and Auxiliary Police Forces
 - Registration and Licensing of Vehicles
 - Driving Licences
 - Motor Vehicle Insurance
 - Construction and Use Regulations
 - Traffic Signs and Traffic Control
 - Light Buses, Omnibuses and Taxis
 - Cyclists and Pedestrians
 - Primary Offences
 - Traffic Accidents
 - Road Crossings, Road Works and Repairing of Vehicles on the Road
 - Fixed Penalty Tickets (Pol. 525 and Pol. 570)
 - Road Safety
 - Theft, Robbery, Burglary
 - Going Equipped for Stealing
 - Taking Conveyance Without Authority
 - Deception
 - Unlawful Possession
 - Social and Welfare Facilities in the Police
 - Statement Taking
 - Summons
 - Warrant
 - Triad Influence in Hong Kong
- Drill and Musketry
- Foot Drill
 - Rifle Drill
 - Parades and Ceremonies
 - Riot Drill
 - Weapon Training

Miscellaneous

Work of the Custom & Excise Service
Duke of Edinburgh Award Scheme
Work of the Fire Service
ICAC and Prevention of Bribery
Work of Prisons Department
Police Dogs
First Aid and Life Saving
Physical Fitness
Self-defence

RECRUIT TRAFFIC WARDEN COURSE

FOR : Recruit Traffic Wardens

OBJECTIVES : To train participants to enable them to discharge effectively the duties of a Traffic Warden including:-

- (i) The enforcement of the Fixed Penalty (Traffic Contraventions) Ordinance,
- (ii) The control and regulation of vehicular traffic and pedestrians, and
- (iii) Road safety.

ENROLMENT : 30 participants

METHOD OF INSTRUCTION : Lecture, film, visit, demonstration and exercise

DURATION : 6 weeks

CURRICULUM : Law and Police Practice and Procedure

Common Law and Statute Law
Courts of Hong Kong
Judges Rules
Evidence
Magistrate's Court Proceeding
Fixed Penalty (Traffic Contraventions) Ordinance
Common errors in Completing Pol. 525
Registration and Licensing
Production of Driving Licences
Police Report Room
Highway Code
Official Notebook entries
Police organisation and Badges of rank
Discipline and Defaulter Proceedings
Traffic Structure
Traffic signs and Signals
Pedestrian and cyclist, offences
Lost and Found Property
Parking meters
Careless and Dangerous Driving
Public Service Vehicles
Traffic Accident, Law and Action at scene
Missing Vehicles
Defective Vehicles
Prevention of Bribery Ordinance
Prevention of Corruption
Miscellaneous R.T.O. enforcement
Beat system

Policy and Miscellaneous

Condition of service
Care and custody of uniform
History of Royal Hong Kong Police and Traffic Warden

Miscellaneous

Work of the Custom & Excise Service
Duke of Edinburgh Award Scheme
Work of the Fire Service
ICAC and Prevention of Bribery
Work of Prisons Department
Police Dogs
First Aid and Life Saving
Physical Fitness
Self-defence

RECRUIT TRAFFIC WARDEN COURSE

FOR : Recruit Traffic Wardens

OBJECTIVES : To train participants to enable them to discharge effectively the duties of a Traffic Warden including:-

- (i) The enforcement of the Fixed Penalty (Traffic Contraventions) Ordinance,
- (ii) The control and regulation of vehicular traffic and pedestrians, and
- (iii) Road safety.

ENROLMENT : 30 participants

METHOD OF INSTRUCTION : Lecture, film, visit, demonstration and exercise

DURATION : 6 weeks

CURRICULUM : Law and Police Practice and Procedure

Common Law and Statute Law
Courts of Hong Kong
Judges Rules
Evidence
Magistrate's Court Proceeding
Fixed Penalty (Traffic Contraventions) Ordinance
Common errors in Completing Pol. 525
Registration and Licensing
Production of Driving Licences
Police Report Room
Highway Code
Official Notebook entries
Police organisation and Badges of rank
Discipline and Defaulter Proceedings
Traffic Structure
Traffic signs and Signals
Pedestrian and cyclist, offences
Lost and Found Property
Parking meters
Careless and Dangerous Driving
Public Service Vehicles
Traffic Accident, Law and Action at scene
Missing Vehicles
Defective Vehicles
Prevention of Bribery Ordinance
Prevention of Corruption
Miscellaneous R.T.O. enforcement
Beat system

Policy and Miscellaneous

Condition of service
Care and custody of uniform
History of Royal Hong Kong Police and Traffic Warden

Duties and responsibilities of Traffic Warden
Police District and Divisions
Function of Transport Department
Police Welfare Office
Police Publications and Communications
Report Writing
Parade and inspection
Dealing with members of the Public
Public Relation
Road Safety
Power of Observation
First Aid
Quiz
Examinations
Sports/Self-defence

Drill and Musketry

Foot drill

Section 2

Command Course

SENIOR OFFICERS SEMINAR

FOR : Chief Superintendent/Senior Superintendent

OBJECTIVES : To up-date such officers in recent professional, political, socio-economic, managerial and technological developments.

ENROLMENT : 12 participants.

METHOD OF INSTRUCTION : Talk/Discussion/Seminar.

DURATION : One/two days.

CURRICULUM : Management.
Force and Government policy,
Local and international politics and finance,
Ecology,
Internal security,
Terrorism,
Contingency planning for major disasters,
Community relations
(other matters as required and directed).

SENIOR COMMAND COURSE

FOR : Officers recently promoted to Superintendent of Police or Chief Inspectors selected for promotion to that rank.

OBJECTIVES : To prepare officers for the duties and responsibilities of a Superintendent of Police by providing an opportunity to :

- (a) examine and analyse a range of management and administrative principles;
- (b) examine and discuss current developments in Government and Force policy; and
- (c) be advised and updated in professional matters.

ENROLMENT : 12 participants

METHOD OF INSTRUCTION : Lecture, film, visit, discussion and exercise.

DURATION : 4 weeks

CURRICULUM : Management

Public Speaking
Functions of Management
Leadership
Human Relations
Personnel Interviewing
Skills of Interviewing
Use of Managerial Time
Management and Organisational Science and Techniques
Goals, Values and the Organisation
Individuals in Organisations

Policy

The Security Branch
Judiciary and the Police
Legal Department and the Police
Government Policy - Transport and Traffic
Illegal Immigration
Independent Commission Against Corruption
Supervisory Accountability

Professional

Force Training Policy and Examinations
Complaints Against Police
Discipline : Regulations, Procedures and Discussion
Interpol
Planning and Research Division
Auxiliary Police
Personnel Wing (including Career Planning)
Crime : Factors, Problems, Priorities and Policy
Triads
Ballistics
Narcotics
Communications and Transport Branch
Mass Transit Railway
Special Branch
Estimates and their preparation
Police Accounting and Stores
Forensic Pathology and Laboratories
Force Welfare
Police/Public Relations
Police Traffic Problems
Explosive Ordnance Disposal
The Support Wing
Staff Relations
Duties of the Chairman and Secretary of Meetings
The Future of the Force

INTERMEDIATE COMMAND COURSE

FOR : Officers recently promoted to Chief Inspector of Police or selected for promotion to that rank.

OBJECTIVES : (i) To examine, analyse and practise a range of management and administrative principles which will enable the participant to perform his duties more effectively;

(ii) To examine and discuss current developments in Government and Force policy which have a bearing on the role of CIP; and

(iii) To be advised and updated in professional matters.

ENROLMENT : 12 participants plus 4 on the Staff Officers' Module and 4 on the Management Module.

METHOD OF INSTRUCTION : Lecture, film, visit, discussion and exercise.

DURATION : 4 weeks

CURRICULUM : Management and Administrative Principles

Orientation
Basic Functions of Management
Management by Objectives
Organisations - Theory and Practice
Organisations - Structure and Technology
Goals, Values and the Organisation
Organisations as a System of Groups and Individuals
Management Across Culture
Critical Path Analysis
Human Relations
Leadership
Inter-personal relationships
Interviewing
Motivation and Morale
Staff Relations
Assessment of Personnel
Career Planning

Policy

Supervisory Accountability
Illegal Immigration
Corruption in Hong Kong

Professional

Complaints Against Police
Terrorism
Interpol
Criminal Intelligence
Narcotics
Ballistics
Police Traffic Problems
Computers
McKinsey Style Reports
Communications Developments
Beat Radio Scheme
Police/Public Relations
Force Welfare
Force Training and Examinations
Force Finance and Five Year Forecasts
Public Speaking - Practice and Analysis
Report Writing
Appreciation of a Situation
Operational Orders
Disciplinary Procedures
Panel Discussion - "Disasters etc."
Duties of a Staff Officer
Policing Mass Transit Railway
Identification Parades

JUNIOR COMMAND COURSE

FOR : Officers at their 5th year of service as an Inspector
OBJECTIVES : To prepare an officer for duties and responsibilities at ASDI or equivalent level
ENROLMENT : 12 participants
METHOD OF INSTRUCTION : Lecture , film , visit , discussion and exercise
DURATION : 3 weeks
CURRICULUM : Professional

Complaints against Police
Disciplinary Procedures
Supervisory Accountability
Duties of an ASDI in support of an SDI
Terrorism : Political Implication & Police Response
Operational Orders : Operational Exercise
Force Training Policy and Examinations
Divisional Problems
The Force : Current Problems & Plans
Organisation and Functions of RHKA
Death Enquiries
Narcotics
Force Criminal Intelligence System
Traffic Management
Major Incidents and Disasters
Report Writing
Police Welfare
Police/Public Relations
Police/Press Relations
Role of Civilian Staff

Current Affairs/Liberal Studies

The role of the Military in an I.S. Situation
Corruption in Hong Kong
"Hong Kong Today"
Politics and Society in Hong Kong
Illegal Immigration
Work of the Urban Council/Social Welfare Department
(or other Government Department)

Technology

Planning & Research : Computer Appreciation
Police Finance; Regulations; Audit Inspections;
Allowances; Conditions etc.
Force Communications

Management

Management Functions
Critical Path Analysis
Control Charts and Graphic Presentation of Data
Systematic Approach to Problem Solving
Techniques of Interviewing
Public Speaking - Practice and Analysis
Committee Secretaryship
Government Written Communication
Assessment of Personnel
Lecturing techniques - Practice

Section 3

Promotion Courses

STATION SERGEANT PROMOTION COURSE

- FOR : Newly-promoted Station Sergeants excluding those serving with CID and SB.
- OBJECTIVE : To prepare the newly-promoted Station Sergeant for the duties of his rank by increasing his professional knowledge in relation to law and procedures with emphasis on his responsibilities as a Duty Officer and Sub Unit Commander.
- ENROLMENT : 20 participants.
- METHOD OF INSTRUCTION : Lecture supplemented by film, discussion, exercise and visit.
- DURATION : 12 weeks.
- CURRICULUM : Law and Police Practice and Procedures
- Powers and procedures with regard to Arrest/Search and Care and Custody of Prisoners
- Report Room Procedures including supervision and delegation of duties; interviewing public; handling complaints, use of books/forms, granting bail, preparing charge sheets, handling of exhibits, warrants and summonses, checking of cells and armoury etc.
- Identification Methods
Evidence
Use of force and weapons
Offences against the person/property
Corruption
Road Traffic
Narcotics
Public Order
Beat and Patrol
Legal/Police Books and Publications
Investigation of Crime
Police Action at scene of natural disasters
Crowd Control
Miscellaneous Ordinances
Summary offences
Gambling and Vice Establishments
Criminal Liability
Lunatics/Loss of Memory/Missing Persons
Conduct and Discipline
Road Block
Objectionable Publications
Court Procedure
Gambling/DD Raids (Exercise)
Disciplinary Procedures

Compilation of Files
Operational Order

Management and Administration

Duties of a Sub Unit Commander
Functional Leadership
Man Management Theory
Police Welfare
Assessment of Personnel

Policy and Miscellaneous

Legal Aid
Complaints Against Police Office
Crime Prevention
Prisons
Fire Services
Social Welfare Department
Force Communications system
Independent Commission Against Corruption
Protection of Women and Juveniles
City District Office
Mass Transit Railway
Consumer Council
Identification Bureau
Public Speaking
How to lead a discussion
Report writing
Police/Public Relations
Staff Relations

Drill and Musketry

Internal Security Drill (Theory)
Weapon Training (Method of Instruction and Range Course)

SERGEANT PROMOTION COURSE

FOR : Newly promoted Sergeants excluding those serving with CID and who have attended CID Course within one year of promotion.

OBJECTIVE : To prepare the newly promoted sergeant for the duties of his rank by increasing his professional knowledge and concentrating on his responsibilities as supervisor.

ENROLMENT : 20 participants.

METHOD OF INSTRUCTION : Lecture, visit, film, demonstration, discussion and exercise.

DURATION : 9 weeks.

CURRICULUM : Law and Police Practice and Procedure

Conduct and Discipline
Evidence and Court Procedure
Action at Scene of crime
Crime Prevention
Theft Ordinance
Beat and Patrol System:
Mobile patrols
Parading
Briefing and debriefing
Supervision and deployment of duties
Preparation of duty rosters
Report Room Procedures:
Taking/handing over
Supervision and delegation of Report Room duties/
Staff, books, forms
Interviewing Complainants
Property
Bail/Summons/Warrants
Exhibits
Charge sheets
Armoury
Reporting and recording of crime
Lunatics, loss of memory, missing persons, use of
Police/Legal reference books
Crowd Control
Public Order Ordinance
Road Traffic
Betting and gaming
Protection of women and juveniles
Prevention of Bribery Ordinance
Assault and Wounding
Family Disputes
Miscellaneous Ordinances
Dangerous Drugs Ordinance

Arms and Ammunition
Liquor and Miscellaneous Licences
Criminal Damage
False Reports
Arrest
Stop and Search
Care and Custody of prisoners
Road Blocks
Use of Force
Police Arms
Method of Identification
Fires and Disasters
Defaulter Procedure/Notebooks

Management and Administration

Principles of Supervision
Functional Leadership Training
Supervisory Accountability
Responsibilities and duties of a sergeant
Assessment of Personnel/Assessment Reports
Police Welfare - Case studies

Policy and Miscellaneous

Police Publications
Police/Public Relations
Role of ICAC
Current trend in Narcotics
Triad Problem in Hong Kong
Force Communication System:
Teleprinter System
Beat Radio procedure
Use of Police Dog
Role of Prison Department
Role of Fire Services Department
Role of Social Welfare Department
Legal Aid System
Criminal Intelligence
Role of City District Office
Police Complaints and Internal Investigation
Police Staff Relation
Report Writing
How to give a lecture/Lecturette
Taking Statements
Instructional Methods: How to Conduct a discussion
Physical education/Self-defence

Drill and Musketry

Internal Security Drill (Theory)
Weapon Training (Range Practices)
Foot Drill)
Weapon Training) Method of Instruction

Section 4

Refresher/Continuation Courses for Junior Police Officers

STATION SERGEANT REFRESHER COURSE (3RD YEAR)

- FOR : For Station Sergeants who have held the rank for 3 to 4 years, and are under 45 years of age.
- OBJECTIVE : To refresh and up-date professional knowledge and inspire a renewal of interest.
- ENROLMENT : 20 participants
- METHOD OF INSTRUCTION : Lecture, discussion and exercise
- CURRICULUM : Law and Police Practice and Procedure
- New Legislation
 - Gambling Ordinance
 - Crimes Ordinance
 - Public Order
 - Trade Disputes
 - MIR - Death Report
 - Discipline Regulations - Defaulter Report
 - Report Room Incidents - Discussion
 - Miscellaneous Licensing
- Management and Administration
- Leadership
 - Motivation
 - Norale
 - Delegation
 - Communications
 - Deployment
 - Sub-Unit Command Problem - Discussion
 - Assessment of Personnel
- Policy and Miscellaneous
- Independant Commission Against Corruption
 - Anxiliary Police
 - Force - Future Development
 - Current Affairs - Discussion
 - Seminar (Current topic to be selected)
 - Oral Autobiographies
- Drill and Musketry
- Words of Command
 - Firing Practice of the .38 Revolver (Indoor Range)
 - Firing Practice of the AR 15

STATION SERGEANT REFRESHER COURSE (6TH YEAR)

FOR : For Station Sergeants who have held the rank for 6 to 7 years and are under 45 years of age.

OBJECTIVE : To refresh and up-date professional knowledge and inspire a renewal of interest.

ENROLMENT : 20 participants

METHOD OF INSTRUCTION : Lecture, discussion, demonstration and exercise

DURATION : 1 week

CURRICULUM : Law and Police Practice and Procedure
Changes in Legislation
Force Procedural Changes
Report Room Procedures
Selected law subject - Discussion
Selected traffic subject - Discussion
Scene of Crime - Investigation Procedure

Management and Administration
Sub-Unit Command Problem
Assessment of Personnel

Policy and Miscellaneous
Auxiliary Police
Current Affair - Discussion

STATION SERGEANT REFRESHER COURSE (11TH YEAR)

FOR : For Station Sergeants who have held the rank for 11 to 12 years, and are under 45 years of age.

OBJECTIVE : To refresh and up-date professional knowledge and inspire a renewal of interest.

ENROLMENT : 20 participants

METHOD OF INSTRUCTION : Lecture, discussion, exercise and demonstration

DURATION : 1 week

CURRICULUM : Law and Police Practice and Procedure
Changes in Legislation
Force Procedural Changes
Report Room Procedure
Selected law subject - Discussion
Selected traffic subject - Discussion
Scene of Crime - Investigation Procedure

Management and Administration
Sub-Unit Command Problem
Assessment of Personnel

Policy and Miscellaneous
Auxiliary Police
Current Affair - Discussion

SERGEANT REFRESHER COURSE (3RD YEAR)

FOR : Sergeants who have completed 3 years service in the rank and are under 40 years of age, excluding those serving in Special Branch.

OBJECTIVE : To refresh and up-date professional knowledge and inspire a renewal of interest.

ENROLMENT : 20 participants

METHOD OF INSTRUCTION : Lecture, discussion, film, exercise and seminar

DURATION : 3 weeks

CURRICULUM : Law and Police Practice and Procedure
Offences against the Person Ordinance
Road Traffic and Fixed Penalty Ordinances
Police (Discipline) Regulations
Public Order and Crowd Control
Loitering Offences
Gambling and D.D. Ordinances
Vice Legislation
Theft Ordinance
Recent Legislation
Evidence and Judges Rules
Prevention of Bribery Ordinance
Interviewing of Witnesses
Operational Briefing and Orders
Compilation of a M.I.R.

Management and Administration
Functional Leadership Training
Supervisory Accountability
Man Management
Assessment of Personnel
Duties of Sub-Unit 2nd i/c and other Sgts

Policy and Miscellaneous
Statement Taking
Report Writing
How to conduct a discussion
Lecturette techniques and preparation
Police Welfare
Complaints against Police
Police/Public Relations
Role of City District Officer
Mutual Aid Committee
Role of ICAC
Illegal Immigration
Physical Education/Self-defence
Selected subjects - Discussion/Seminar on a prepared agenda

Drill and Musketry
Foot Drill - Method of Instruction
Weapon Training - Method of Instruction & Revolver course

SERGEANT REFRESHER COURSE (6TH YEAR)

FOR : Sergeants who have completed six years service in the rank and are under 40 years of age, excluding those serving in Special Branch.

OBJECTIVE : To refresh and up-date professional knowledge and to inspire a renewal of interest.

ENROLMENT : 20 participants

METHOD OF INSTRUCTION : Lecture, discussion, film, exercise and seminar

CURRICULUM : Law and Police Practice and Procedure
Defaulter Procedure
Offences against the Person Ordinance
Road Traffic and Fixed Penalty Ordinances
Police (Discipline) Regulations
Public Order and Crowd Control
Loitering Offences
Gambling and Dangerous Drugs Ordinances
Vice Legislation
Theft Ordinance
Recent Legislation
Evidence and Judges Rules
Prevention of Bribery Ordinance
Operational Briefing and Orders
Compilation of MIR
Interviewing Witnesses

Management and Administration
Functional Leadership Training
Supervisory Accountability
Man Management
Assessment of Personnel
Duties of Sub-Unit 2nd i/c and other Sgts

Police and Miscellaneous
Statement taking
Report writing
How to conduct a discussion
Lecturette techniques and preparation
Police Welfare
Complaints against Police
Police/Public Relations
Role of City District Officer
Mutual Aid Committee

Role of I.C.A.C.
Illegal Immigration
Physical Education/Self-defence
Selected Subject - Discussion/Seminar on a
prepared agenda

Drill and Musketry

Foot Drill - method of instruction
Weapon Training - method of instruction and
revolver course

SERGEANT REFRESHER COURSE (11TH YEAR)

FOR : Sergeants who have completed eleven years service
in the rank and are under 40 years of age, exclud-
ing those serving in Special Branch.

OBJECTIVE : To refresh and up-date professional knowledge and
to inspire a renewal of interest.

ENROLMENT : 20 participants

METHOD OF
INSTRUCTION : Lecture, discussion, project, seminar and visit

DURATION : 1 week

CURRICULUM : Law and Police Practice and Procedure

Recent changes in Legislation
Force procedural changes
Traffic
Scene of crime - Investigation Procedure

Policy and Miscellaneous

Role of Prisons Department
Study of Force Policy
Study of Government Policies
Self-defence
Selected Subjects (4) - Discussion on a
prepared agenda

P.C. CONTINUATION COURSE (3RD YEAR)

FOR : All Uniform Branch, Marine and Traffic Constables who have completed their third year of service

OBJECTIVE : To supplement and expand basic professional knowledge in order that the officer may carry out his duties more effectively.

ENROLMENT : 30 participants

METHOD OF INSTRUCTION : Lecture, discussion, demonstration and exercise

DURATION : 3 weeks

CURRICULUM : Law and Police Practice and Procedure

Conduct and Discipline
Stop, arrest and search
Rules of Evidence and Court Procedure
Judges Rules
Offences against the Person and Property
Suspects; Loiterers; Offensive Weapons
Domestic Disputes; Wounding; Damage
Traffic
Dangerous Drugs
Prevention of Bribery Ordinance
Betting and Gaming
Public Order Ordinance
Fires and Disasters
Simulation of Beat Incidents
Scene of Crime - Investigation Procedure
Fire Fighting and Rescue Hints

Policy and Miscellaneous

Forward Planning - "The Future of the Force"
Current Trend in Narcotics
Independant Commission Against Corruption
Police, Public and Press Relations
Complaints against Police
Force Promotion System
Beat and Local Intelligence
Back up resources available to UB
Terrorism : Hi-jacking and hostages etc.
Social Studies
Physical Education/Self-defence
Statement taking and report writing

P.C. CONTINUATION COURSE (6TH YEAR)

FOR : All Uniform Branch, Marine and Traffic Constables who have completed their sixth year of service.

OBJECTIVE : To refresh and up-date professional knowledge and to inspire a renewal of interest

ENROLMENT : 30 participants

METHOD OF INSTRUCTION : Lecture, discussion, demonstration and exercise

DURATION : 3 weeks

CURRICULUM : Law and Police Practice and Procedure

Conduct and Discipline
Stop, search and arrest
Rules of Evidence and Court Procedure
Judges Rules
Offences against the Person and Property
Suspects; Loiterers; Offensive Weapons
Domestic Disputes; Wounding; Damage
Traffic
Dangerous Drugs
Prevention of Bribery Ordinance
Betting and Gaming
Public Order Ordinance
Fires and Disasters
Simulation of Beat Incidents
Scene of Crime - Investigation Procedure
Fire Fighting and Rescue Hints

Policy and Miscellaneous

Forward Planning - "The Future of the Force"
Current Trends in Narcotics
Independant Commission Against Corruption
Police, Public and Press Relations
Complaints against Police
Force Promotion System
Beat and Local Intelligence
Back up resources available to UB
Terrorism : Hi-jacking and hostages etc.
Social Studies
Statement taking and report writing
Physical Education/Self-defence

P.C. CONTINUATION COURSE (11TH YEAR)

FOR : All Uniform Branch, Marine and Traffic Constables who have completed their eleventh year of service.

OBJECTIVE : To refresh and up-date professional knowledge and inspire a renewal of interest.

ENROLMENT : 20 participants

METHOD OF INSTRUCTION : Lecture and discussion

DURATION : 1 week

CURRICULUM : Law and Police Practice and Procedure
General Police Duties
Legislation on Dangerous Drugs, Gambling and Vice
Traffic Legislation
Crimes
Recent Changes in Legislation
Scene of Crime
Management and Administration
Management Case Studies
Policy and Miscellaneous
Forward Planning - "The Future of the Force"
Role of ICAC
Complaints against Police
Police, Public and Press Relations
Beat and Local Intelligence
Social Studies
Back-up resources available to UB
Special projects
Statement taking
Physical Education/Self-defence
Drill and Musketry
Foot Drill

P.C. CONTINUATION COURSE (16TH YEAR)

FOR : All Uniform Branch, Marine and Traffic Constables who have completed their sixteenth year of service, and are aged under 40 years.

OBJECTIVE : To refresh and up-date professional knowledge and inspire a renewal of interest.

ENROLMENT : 20 participants

METHOD OF INSTRUCTION : Lecture, discussion and exercise

DURATION : 1 week

CURRICULUM : Law and Police Practice and Procedure
General Police Duties
Crime Legislation and Scene of Crime
Legislation on Gambling
Dangerous Drugs and Vice Legislation
Traffic Legislation
Recent Changes in Legislation
Management and Administration
Basic Principles of Leadership
Policy and Miscellaneous
Forward Planning - "The Future of the Force"
Social Studies
Role of ICAC
Complaints against Police
Beat and Local Intelligence
Special projects
Statement taking
Physical Education/Self-defence
Drill and Musketry
Foot Drill

P.C. CONTINUATION COURSE (16TH YEAR)

FOR : All Uniform Branch, Marine and Traffic Constables who have completed their sixteenth year of service, and are aged under 40 years.

OBJECTIVE : To refresh and up-date professional knowledge and inspire a renewal of interest.

ENROLMENT : 20 participants

METHOD OF INSTRUCTION : Lecture, discussion and exercise

DURATION : 1 week

CURRICULUM : Law and Police Practice and Procedure
General Police Duties
Crime Legislation and Scene of Crime
Legislation on Gambling
Dangerous Drugs and Vice Legislation
Traffic Legislation
Recent Changes in Legislation
Management and Administration
Basic Principles of Leadership
Policy and Miscellaneous
Forward Planning - "The Future of the Force"
Social Studies
Role of ICAC
Complaints against Police
Beat and Local Intelligence
Special projects
Statement taking
Physical Education/Self-defence
Drill and Musketry
Foot Drill

DISTRICT CONTINUATION TRAINING

FOR : Constables with under 2½ years' service.

OBJECTIVE : (1) To supplement and expand basic theoretical knowledge,
(2) To provide opportunities for Constables to raise problems encountered in their practical work,
(3) To assist in preparation for P.C. to Sergeant Promotion Examination,
(4) To update on changes in law and Police procedure.

ENROLMENT : 10 Training Centres with 30 trainees at each Centre.

VENUE : H.K.I. - (i) North Point Police Station Lecture Room,
(ii) & (iii) Arsenal Street PMQ Primary School,
K - (i) Canton Road PMQ Primary School,
(ii) & (iii) Homantin Police Station, 11th floor,
(iv) Cheung Sha Wan Police Station, 4th floor,
N.T. - (i) Kwai Chung Police Station Lecture Room,
(ii) Frontier Police Station Lecture Room,
M - Marine Training School, Tsim Sha Tsui Police Station.

METHOD OF INSTRUCTION : Lecture, tape, slide, discussion and exercise.

DURATION : Two consecutive days each month during the two years immediately following passing out from PTS.

CURRICULUM : Law and Police Practice and Procedure
Conduct and Discipline
Power of Stop and Search
Use of Force and Police Weapons
Use of Police Notebook
Care and Custody of Prisoners
Summons and Warrants
Witnesses
Hostile Witnesses

Bribery and Acceptance of Advantage
ICAC powers
Judges Rules
Caution Statement
Summary offences
Arms' Ammunition and Explosives
Unlawful Assembly and related offences
Assault and woundings
Munder and Manslaughter
Parties to offences and Criminal liability
Evidence
District Court and High Court
Dangerous Drugs
Sexual offences
Pawn Brokers Ordinance
Indecent Exposure
Theft
Burglary, Robbery and Aggravated Burglary
Going equipped for stealing and Loitering
Taking Conveyance w/o Authority
Blackmail and Criminal Intimidation
Betting, Gaming and related offences
Traffic Primary offences
Traffic Accidents
Action at scene of Traffic Accidents
Road Crossings
Traffic Wardens
Third Party Risk Insurance
Lighting and guarding of Road Works
Driving Licences
Traffic Signs and Road Markings
Construction and Use of Vehicles
Taxis, Public Omnibuses and PLBs
Offences by Cyclists & Pedestrians
Offences under the Fixed Penalty Regulations
New Legislation and Police Procedure
Beat Incident and Discussions

Policy and Miscellaneous

Duties and Responsibilities of Police
Police Welfare Fund
Force Promotion System and Guidance for Promotion Examination
Ancillary Service
Courtesy to the Public
Statement Taking
School Crossing Patrol
Current affairs
District Policies

Section 5

Traffic Training Courses

INSPECTOR TRAFFIC COURSE

- FOR : (A) Inspectors and Senior Inspectors newly posted to or about to be posted to Traffic Divisions
- (B) Inspectors and Senior Inspectors newly posted or about to be posted Divisional Traffic Inspectors (D.T.I.)
- (N.B. (A) and (B) have the same syllabus; Courses may be conducted separately or together)
- OBJECTIVE : To provide specialised training in:-
- (i) Traffic Policies and priorities
- (ii) Traffic Law and police procedure and management techniques required of a traffic inspector covering both the E & C and AIS field
- (iii) Co-ordination between various Government departments on traffic matters
- ENROLEMENT : 12 participants
- METHOD OF INSTRUCTION : Lecture, visit, film, discussion and exercises
- DURATION : 8 days in 4 two-day units each week. In the case of a D.T.I. Course, it may be modified into a Continuous one-week course
- CURRICULUM : Law and Police Practice and Procedure
- Law/Procedure/Initial action on traffic accidents
Traffic Accident reconstruction
Accident sketch
Accident files
Accident research
Road Safety
Traffic Accident demonstration and exercises
Registration and licensing (Policy, system and problem)
Driving Licences
Removal, detention and examination of vehicles
Driver identification
Motor vehicle Insurance
Dangerous, careless driving and Pol 302
Construction and Use
Pedestrian crossing
Roads and signs
Pol. 570
Pol. 525
Pol. 287

Illegal Public Transport
Public Service vehicles
Road works

Management and Administration

Introduction to Traffic
Traffic Management
E & C: Supervision of personnel (Seminar)
General traffic problems (Seminar)
Traffic Control and Surveillance Unit (Visit)

Policy and Miscellaneous

Photography (Accident Investigation)
Forensic Aids
Techniques in statement taking and interview
Visit to Kowloon Bay Vehicle Examination Centre
Demonstration of Hartridge Smoke Meter
Demonstration of Radar & Vascar speed checks

(A) GENERAL TRAFFIC COURSE
 (B) DIVISIONAL TRAFFIC COURSE

FOR : (A) P.C.s or Sergeants newly posted to or about to be transferred to Traffic Divisions,
 (B) P.C.s or Sergeants newly posted to or about to be posted to Divisional Traffic Teams.
 (N.B. (A) & (B) have the same syllabus, separate Courses are held for each rank)

OBJECTIVE : To provide specialised training in
 (i) Traffic structure and the general traffic concept,
 (ii) Knowledge of traffic law and Police procedure required of a traffic officer of the appropriate rank, in particular one who is engaged in patrol duty and
 (iii) Co-ordination of various government departments in traffic matters.

ENROLMENT : 15 participants

METHOD OF INSTRUCTION : Lecture, visit, discussion and exercise

DURATION : 2 weeks

CURRICULUM : Law and Police Practice and Procedure
 Road and Vehicles
 Preliminary action at scene of traffic accidents
 Driver identification
 Driving Licences
 Registration and Licensing
 Classes of Vehicles
 Third Party Insurance
 Dangerous and Careless Driving
 Speeding
 Drunken driving
 Pol 302
 Use of Police Notebook
 Pol 287
 Construction and Use Regulation
 Power to remove, detain and inspect vehicles

Selected definitions
 Public Omnibus, Light Buses
 Public Services Vehicles
 Roads and Signs
 Road Crossings
 Lighting and guarding of Road Works
 Pol 525
 Pol 570
 Traffic Control
 Conduct of Police Driver

Policy and Miscellaneous

Statement taking
 First aid
 Traffic handsignal
 Radar & Vascar speed checks, smoke check
 Visit to Kowloon Bay Vehicle Examination Centre
 Visit to Road Safety Unit
 Visit to Police Driving School
 Traffic Structure
 Significance of traffic patrol officer.

ACCIDENT INVESTIGATION COURSE

FOR : Contables and Sergeants newly posted to or about to be posted to Accident Investigation Section. These officers should have attended the General Traffic Course.

OBJECTIVE : To provide training in carrying out routine investigation in traffic accidents as members of an AIS team, handling investigation files and taking appropriate follow-up actions.

ENROLMENT : 15 participants

METHOD OF INSTRUCTION : Lecture, visit, demonstration and exercise

DURATION : 2 weeks

CURRICULUM : Law and Police Practice and Procedure

Defination and classification of traffic accidents
Causes of traffic accidents and purpose of investigation
Significance of marks at scenes of traffic accidents
Damage to vehicles or property
Action at scenes of traffic accidents
Follow-up actions and use of accident forms
Notice of Intended Prosecution
Procedure and method of investigation
Use of Pol. 16
Driver identification
Removal, detention and inspection of vehicles
Handling of Hit and Run cases and use of the news media
Handling of T.A.D.O. cases
Completion of Pol. 360
Subpoena in civil cases
Compensation of injured party
Mock court exercise

Policy and Miscellaneous

Use of camera
Photograph at traffic accident scene
Making of sketch
Statement taking
Role of Government chemist in traffic accident investigation
Forensic Science aids to traffic accident investigation
CID assistance in traffic accident investigation
Visit to Kowloon Bay Vehicle Examination Centre
Organisation and responsibilities of the Accident Investigation Section
Duties and responsibilities of AIS personnel.

SENIOR TRAFFIC WARDEN COURSE

FOR : Newly promoted Senior Traffic Wardens

OBJECTIVE : To prepare for the duties of a Senior Traffic Warden and to refresh knowledge in Road Traffic law and Police procedure

ENROLMENT : 15 participants

METHOD OF INSTRUCTION : Lecture, discussion and exercise

DURATION : 1 week

CURRICULUM : Law and Police Practice and Procedure

Driving Licences
Giving Evidence in Court
Common errors in completing Pol. 525
Pedestrian Offences
Principles of Traffic Control
Law relating to Traffic Accidents
Public Service Vehicle Regulations
Traffic Signs and Signals
Missing Vehicles
Driver Identification
Police Notebook
Defaulter Proceeding

Management and Administration

Supervisory Accountability
Staff : Planning and Development

Policy and Miscellaneous

Statement Taking
Principles of Report Writing
Traffic Hand Signal
Practical Problem

Section 6
Detective Training Courses

CID TRAINING COURSE (INSPECTORS)

FOR : CID Inspectors

OBJECTIVES : To train Inspectors in Criminal Investigation procedures and techniques; the practical application of Criminal Law and forensic science; preparation, compilation and presentation of cases at courts and to manage a team of investigators in any CID Unit.

ENROLMENT : 16 to 25 officers of Inspectorate rank, including officers from the Immigration Department, Customs and Excise Department and overseas officers.

METHOD OF INSTRUCTION : Lecture, film, visit, discussion, demonstration and exercise

DURATION : 12 weeks (5 weeks Initial, 7 weeks practical)

CURRICULUM

Initial Stage : Criminal Law

Assaults and Woundings
Forgery, counterfeiting, pecuniary advantage by deception
Criminal Intimidation/Blackmail/Triad Offences
Criminal Damage/Arson
Sexual Offences (Rape, Unlawful Sexual Intercourse)
Indecent Assaults
Theft Ordinance (Burglary, Aggravated Burglary, Theft, Robbery, Handling)

Murder
Manslaughter

Evidence and Court procedure

Committal Proceedings
Court Procedure
Police Prosecutions and giving Evidence
Criminal Liability
Civil Liability
Criminal Procedure Ordinance
Magistrates Ordinance
Evidence/Dying Declarations - Exceptions - Admissions - Confessions
Judges Rules
Mock Court (Conducted by member of Judiciary)
Visit to Court

Forensic Science - Aids to Investigation

Application of Forensic Science at scene of crime by Police officers
Ballistics and tool marks
Exhibits - collecting, marking, handling and packaging

General Forensic work
Handwriting and Document Examination (Visit to Laboratory)
Medical aspects of homicide, assaults, woundings and sexual offences (Visit to Pathologists Laboratory)
Scene of Crime - Fingerprints
Availability of experts (within Government)

Investigation Techniques and Procedures

Observation and Perception
Examination of Scene
Criminal Investigation
Appreciation of a situation and analysis of a practical problem (syndicate)
Appreciation of scene of crime, Sketch Plan drawing
Interrogation Techniques

CID Support

CID - Structure and Policy
Crime prevention
Criminal Intelligence/surveillance
Criminal Records. Identikit, Intelligence Recording procedures
Identification Bureau (Fingerprints-Photography)
Divisional CID Work
Homicide (Visit to Bureau)
Interpol
FBI (Lecture by FBI Officer)
Triad Society Bureau

Criminal Investigation - Outline and Scope

Demonstration Criminal Investigation Magnetic Board
Murder Robbery Demonstration (Outdoor)
Murder Robbery Demonstration (Indoor)

Files - Forms and Miscellaneous Procedures

Crime Reporting
Explanation of Police/Government Forms and procedures
Compilation of Files/Covering reports
Files and administration (supplemented during practical)
Identification Methods (Lecture and practical)
Searching - Indoor and Outdoor

Statement Taking (Lecture and Practical)

Witness Statements
Victim Statements
Complainant Statements
Cautioned Statements
Use of notebooks
Pol.154
Preparation of Mock Court

Miscellaneous

Disaster Victim Identification
Use of Firearms
Firing practice
Individual Projects
Briefing, giving evidence, Rumour clinic
Customs and Excise visit
Drug Problem - Visit to Narcotics Bureau
Security/Piracy/Copyright (Lecture by Security Company)
Explosives (Lecture by army/police)
Visit to PPRW - Work of PPRW/Training in Community relations
Visit to Force Library
Terrorist Activities - Hijacking/Hostage-Weapon Demonstration by PTU
Complaints against Police - Lecture by CAPO
Leadership and Management
Illegal Immigrants/Conspiracy/Aiding and Abetting
Review of Selected cases
Arson Investigation
Internal Audit
Surveillance exercise
Simulated scene of crime and critique (All roles played by inspectorate students)

CURRICULUM

Practical Stage: During the latter 7 weeks of the course there are 5 simulated exercises when classes are split into a total of 10 or 11 Investigation teams usually consisting of 1 or 2 Inspectors 1 or 2 Sergeants and 10 DCs including 1 WDC. Each team comes under the instruction of a member of the Directing Staff.

These exercises are designed to test, teach and improve the ability of the student in all aspects of criminal investigation.

The exercises consist of simulated investigations from the first report of the crime to the trial of the offenders in a mock court, and are designed to include:-

A critique after each exercise
Briefing and giving orders by Inspectors and NCO's
Reporting of incidents by DC's, team communication and chain of command
Observation
Preservation and evaluation of scene of crime
The role of Exhibits Officer
The role of Cordon Officer
Search of scene, calling of necessary ancillary aids to investigation
Liaison with experts

Sketch drawing and measuring at scene of crime
 Locating and interviewing witnesses, recording
 of incidents
 Statements and drafting teleprinter messages
 Setting up Command Post procedure
 Determination of priorities to trace culprits
 Immediate steps to apprehend offenders
 Further steps to trace suspects
 Informing senior officers and requests for
 assistance
 Search of premises, persons and motor vehicles
 Obtaining descriptions of suspects and circulating
 Identification of suspects - photographs - parades
 Liaison with other Government Departments
 Interrogation of suspects
 Recording of Statements/cautioned statements/
 Dying Declarations
 Charging, searching and safe custody of prisoners
 Continuity of evidence
 Duties of escort officer to hospitals and
 mortuaries and briefing of same
 Post Mortem examination - Visit to mortuary
 All aspects of collating evidence and presentation
 at court
 Preparation of files/covering reports
 Evidence and general court work at Mock Court
 (including committals)

CID TRAINING COURSE (NCOs)

FOR : Detective Sergeants and Station Sergeants
 OBJECTIVES : To update officers in their knowledge of law and procedure
 and the basic practical application of forensic science,
 interrogation and other investigative techniques in order
 that they may efficiently supervise the work of subordinates
 and assist in the management of Investigation teams both in
 Divisional and Headquarter Units.
 ENROLMENT : 20 to 25 participants
 METHOD OF INSTRUCTION : Lecture, visit, discussion, demonstration and
 practical exercise
 DURATION : 12 weeks (5 weeks Initial 7 weeks practical)

CURRICULUM

Initial Stage : Criminal Law - Revision

Abortion
 Assaults and Woundings
 Civil Liability
 Criminal Damage/Arson
 Forgery, counterfeit currency and commercial crime
 Murder, Manslaughter, Infanticide
 Public Order Ordinance
 Sexual Offences
 Theft Ordinance - Simple Theft, Shoplifting, Pickpockets
 Robbery, Snatching
 Blackmail, Criminal Intimidation
 Burglary, Aggravated Burglary
 Going Equipped to steal (Including
 Possession of Implements and
 Offensive Weapons)
 Taking Conveyance
 Fraud - Deception
 Pecuniary Advantage
 Handling Stolen Goods
 Crimes Ordinance - Loitering Offences

Evidence and Court Work/Procedures

Evidence - Revision
 Judges Rules - Revision
 Magistrates Ordinance - practical application
 Mock Court
 Police Prosecutions and giving evidence

CID TRAINING COURSE (CONSTABLES)

FOR : Detective Constables, Probationary Detective Constables

OBJECTIVES : To train Detectives in Law and procedure, the basic practical application of forensic science, interrogation and other investigative techniques to enable them to become efficient members of investigation teams in any CID Unit.

ENROLMENT : approximately 100 participants

METHOD OF INSTRUCTION : Lecture, visit, discussion, demonstration, practical exercise

DURATION : 12 weeks (5 weeks initial 7 weeks practical)

CURRICULUM

Initial Stage : Criminal Law

Abortion
Arrest and Search - Police Powers
Assaults and Woundings
Civil Liability of Police
Criminal Damage, Arson
Criminal Liability
Conspiracy
Forgery
Murder, Manslaughter, Infanticide
Public Order Ordinance
Sexual Offences
Loitering Offences
Theft Ordinance : Burglary/Aggravated
Blackmail/Criminal Intimidation
Definitions (Theft - Property)
Deception (Property, Pecuniary Advantage)
Going Equipped to Steal
Handling Stolen Goods
Restitution
Robbery
Taking Conveyance

Evidence and Court Work

Evidence - Revision
Judges Rules - Revision
Police Prosecutions and giving evidence
Mock Court

Criminal Investigation

Handling, Packing Exhibits
Appreciation of Scene of Crime and Sketch Plan Drawing
First Officer at Scene of Crime
Criminal Investigation Demonstration (Magnetic Board)
Scene of Crime (Outdoor)
Scene of Crime (Indoor)

Individual Investigation by junior officers
Explanation of Police forms
Compilation of files
Report Writing
Insight into Divisional CID
Informers - Handling of
Interrogation Techniques
Police Notebooks - Use of
Organization of CID
Searching Techniques - Persons - Outdoor - Indoor
Identification Methods (Lecture/Practical)

Statement Taking (Lecture/Practical)

Cautioned
Witness
Victims
Antecedent
Complainants

CID Support Units

Action Squad - Preventive Arrests
Crime Prevention
CID Communications/Radio
Criminal Intelligence Bureau
Criminal Records Bureau
Identification Bureau
Narcotics Bureau
Triad Society Bureau
Surveillance
Coroner's Officer
Pathologist - Interpretation of wounds/Medical aspects of homicide and sexual cases

Miscellaneous

Work of FPRW/Community Relations
Explosives
Firearms - Use of
Firing Practice
I.C.A.C. - Work of
Prisoners - Care and Custody
Police Supervisees

CURRICULUM

Practical Stage : As for CID Inspectors' Course

CID INDUCTION COURSE

FOR : Uniform Branch Inspectors

OBJECTIVES : To introduce Uniform Branch Inspectors selected for transfer to CID to procedures and techniques required to manage a team of investigators in a divisional CID Unit.

ENROLMENT : 10 to 15 participants

METHOD OF INSTRUCTION : Lecture , Film , Visit , Discussion , Demonstration and Exercise

DURATION : 4 weeks

CURRICULUM : Criminal Law
Criminal Liability
Civil Liability
Theft Ordinance
Powers of Arrest and Search
Homicide

Evidence and Court Procedure
Judges Rules
Hearsay
Dying Declaration - Admissions - Confessions
Court Procedure and related subjects
Police prosecutions and presentation of cases
Mock Court

Investigation Techniques and Police Procedure
Police Forms and procedures
Interrogation techniques
Statement taking
Caution statements
Statement taking (Practical)
Practical Report Writing - summary briefs
File Compilation/Covering Reports
Crime Reporting Procedure
Criminal Investigation - Magnetic Board
Identification methods
Identification Parade - Practical
Visit NB
Explosives (Lecture by Army/Police)
Scenes of Crime - Fingerprints and handling exhibits -
Visit IB

Crime Prevention
Criminal Intelligence
Scene of Crime Demonstration (Outdoor)
Observation and perception at scenes of crime

Appreciation of situation and analysis of practical problems
Handling and packing exhibits (practical)
Briefing and giving orders-Rumour clinic
Scene of Crime (Outdoor) All roles played by Inspectorate students - Critique
Organisation of CID
Divisional CID work
Care and custody of prisoners
How to treat witnesses
Use of Firearms
Indoor Range Course
Leadership and Man-Management
Criminal Investigation - The professional
Lectures/Discussions - Assaults/Woundings
Lectures/Discussions - Intimidation/Blackmail
Lectures/Discussions - Theft/Robbery/Burglary/Aggravated Burglary
Lectures/Discussions - Sexual Offences
DCI Circulars/Gazettes etc.
Triad Societies Lecture - TSB
Complaints against Police
CRB - Identikit - Intelligence Recording Procedure
Disaster Victim Identification
Visit PPRW/Work of PPRW/Community Relations
Use of Police Notebook
Investigation of Arson

Section 7
Police Cadet Course

BASIC TRAINING COURSE FOR POLICE CADETS

FOR : Youths who meet the following requirements :-

- (a) Age : 15½ to 17 at the time of entry
- (b) Height : 1.6 m
- (c) Weight : 47.72 Kg.
- (d) Eyesight : Normal
- (e) Education : Completed primary 6 and preferably, some secondary education
- (f) Residence : 5 years in Hong Kong

OBJECTIVES : (I) General Stream

- (a) to prepare youths for entry into the Police Force or other disciplined services of Government and provide a source of reasonably well-educated, orientated and physically fit young men for recruitment into these services at a point appropriate to their education level;
- (b) to provide partial secondary education and vocational and character training for a proportion of the youth of Hong Kong; to increase their mental and physical well being; and to prepare them for their adult responsibilities in the community.

(II) Academic Stream

- (a) - (b) as above.
- (c) to offer additional academic subjects to a proportion of 2nd year cadets and to prepare them to sit the Hong Kong Certificate of Education Examination.

ENROLMENT : Up to 750 cadets

METHOD OF INSTRUCTION : Lecture , film , slide , educational television, language laboratory, visit and practical exercise .

DURATION : 2 years

CURRICULUM : (I) General Stream

(a) Academic Studies (40%)

English
Chinese
Mathematics
Social Studies : EPA, World History
and Geography

(b) Physical Studies (40%)

Physical fitness
Gymnastics
Athletics
Major Team Games
Swimming and Life-Saving
Body Contact Sports such as Judo,
Boxing etc.
Outdoor Training, including land
expedition, campcraft, canoeing
and elementary rock climbing

(c) Vocational Studies (20%)

Footdrill
First Aid
Origin, history, structure and
function of the various Government
disciplined services
Community Service (2nd year only)

(II) Academic Stream (2nd year only)

(a) Academic Studies (70%)

English Language
Chinese Language
Chinese Literature
Chinese History
Mathematics
Economics and Public Affairs

(b) Physical Studies (15%)

As first year but on reduced scale

(c) Vocational Studies (15%)

As first year but on reduced scale

Section 8

Miscellaneous Training Courses

STUDENT INSTRUCTORS COURSE

FOR : Inspectorate Officers who are posted to instructional duties or who wish to be considered for such duties.

OBJECTIVES : To train officers in instructional methods and student assessment and to give insight into the work of the Instructor.

ENROLMENT : 10 participants (maximum)

METHOD OF INSTRUCTION : Lesson and exercise , OHP, film, audio tape, tape-slide presentation

DURATION : Four weeks.

CURRICULUM : Instructional Technique - Input
Using psychology in teaching
Instructional Objectives
Communication with a group
Organising yourself as a speaker
Teaching systems
Teaching techniques
Planning and preparing a lesson
Giving a lesson
Demonstrations, role play, instructional visits
Visual Aids
Leadership/Management training
Community Relations training
Assessment Technique - Input
Setting examination questions
Analysis of examination questions
Extended Interviews
Assessment of recruits
Insight into Instructor's Role - Input
Drill, musketry and discipline
Training in the Force
Functions of Basic Training Wing
Functions of Continuation Training Wing
Attachment to a recruit class
Instructional Technique - Assessment
Impromptu talks
Ten minutes talk (Televised)
Preparing Objectives and a lesson plan
Demonstration (Group exercise)
Planning and preparing an outdoor exercise
"Test lessons", 15 minutes and 30 minutes
Assessed lessons (45 minutes)
Self and group criticism following practice

POLICE GENERAL EDUCATION COURSE

FOR : Junior Police Officers recommended by their district/branch commanders as Potential Officers (List B) and who are qualified to sit the Police General Education Examination.

OBJECTIVES : 1. To prepare junior police officers for the Police General Education Examination set by the Civil Service Examination Unit.
2. To provide junior police officers with basic general education in the subject areas of English, Chinese, Arithmetic and Economic and Public Affairs.

ENROLMENT : No specified limits on numbers of participants

METHOD OF INSTRUCTION : Lecture , disoussion , tutorial and exercise .

DURATION : Approximately 11 months

CURRICULUM : English
Chinese Language
Economic and Public Affairs
Translation (English/Chinese)
Arithmetic

POLICE INTENSIVE ENGLISH COURSE

- FOR : Junior Police Officers who have not obtained qualifications in English.
- OBJECTIVES : 1. To prepare Junior Police Officers for the Intermediate I Government Standard English Examination (GSEE) (also to prepare outstanding students for the Intermediate II GSEE on the completion of the Intermediate I GSEE).
2. To increase the competence of Junior Police Officers in the use of English in order to improve operational efficiency.
- ENROLMENT : 100 participants.
- METHOD OF INSTRUCTION : Teaching of grammatical structures in taped context; conducting roleplays; diagnosing, analysing and correcting errors.
- DURATION : Approximately 24 weeks :-
- 20 weeks : Intermediate I
 - 4 weeks : Functional English Course for Junior Police Officers (UB).
- CURRICULUM : Introducing and greeting
(Intermediate I) Talking about one's family
Talking about hobbies
Describing one's work
Listening for details
Listening to instructions
Giving instructions
Describing and identifying objects
Describing and identifying people
Eliciting information from members of the public
Giving information to members of the public
Talking about daily/past/future activities
Requesting people to do things
Asking the way/giving directions
Describing the weather
Inquiring about health as an initiating gambit and responding
Getting other people's opinions and ideas
Discussing future plans
Using the telephone
Writing-letters (personal and formal)
Writing compositions

FUNCTIONAL ENGLISH COURSE FOR JUNIOR POLICE OFFICERS - UB

- FOR : Uniform Branch Constables.
- OBJECTIVES : To provide P.C.s with the necessary language skills to communicate in two main areas :-
- (a) with expatriate senior officers e.g. giving details of an incident; and
 - (b) with English speaking tourists and members of the public (e.g. giving directions, intervening in disputes etc.)
- ENROLMENT : 15 participants in separate one month courses (approximately 7 per year)
- 20 participants in course additional to Police Intensive English Course (2 per year)
- METHOD OF INSTRUCTION : Roleplaying i.e. simulating real-life situations; diagnosing, analysing and correcting language faults; listening exercises involving video and tape recordings; spoken exercises involving organisation of information from picture cues; communicative exercises involving pair and group work; problem-solving exercises; language-teaching songs.
- DURATION : 100 hours over 4 weeks.
- CURRICULUM : Listening for Details
Listening to Instructions
Checking back on Instructions
Clarifying Instructions
Taking and Delivering Messages
Listening for Attitude
Eliciting Information from Senior Officers
Eliciting Information from Members of the Public
Giving Directions
Giving Descriptions
Reporting Details to a Senior Officer
Interpretation & Translation
Report Writing (M.R.B.)
Explaining Personal Needs
Police Procedure and the Public
Dealing with Complaints
Dealing with Disputes
Dealing with Emergencies

FUNCTIONAL ENGLISH COURSE FOR JUNIOR POLICE OFFICERS - CID

FOR : Language training for C.I.D. constables to act as
(a) "back-up" English speakers in support of the team office DC, and
(b) as potential office DCs.

OBJECTIVES : To provide officers with the necessary language skills to communicate fluently and comprehensibly with expatriate team inspectors i.e. to facilitate internal team communication.

ENROLMENT : 15 participants (following Detective Training Course).

METHOD OF INSTRUCTION : Diagnosing, analysing and correcting language faults; listening exercises involving video and tape recordings; spoken exercises involving organization of information from picture cues; communicative exercises involving pair and group work; problem-solving exercises; language-teaching songs.

DURATION : 75 hours over 3 weeks.

CURRICULUM : Listening for Details
Listening to Instructions
Checking back on Instructions
Clarifying Instructions
Reporting Details
Organizing Information
Clarifying Information
Summarizing Details
Describing Locations
Giving Descriptions
Interpretation
Translation
Problem Solving
Eliciting Information
Giving Opinions
Making Assumptions
Writing Teleprinter Messages
Sentence Linking
Understanding Vocabulary

POLICE ADVENTURE TRAINING UNIT STANDARD COURSE

FOR : All ranks of the regular and Auxiliary Police including Traffic Warden Corps and all civilian staff working in RHKP.

OBJECTIVES : (i) to offer participants the opportunity of acquiring outdoor skills and developing character and leadership qualities;
(ii) to enable participants to have the opportunity to enjoy a change of activity and environment;
(iii) to enable the Force to have at its disposal a substantial body of officers who have received training in outdoor skills which they can impart to the youth of Hong Kong, thus benefitting the community as a whole and enhancing Police/Community relations.

ENROLMENT : 20 participants

METHOD OF INSTRUCTION : Lecture, slide and field practice.

DURATION : 11 days residential course, including 1 rest day. Courses are run throughout the year.

CURRICULUM : Camping and Hill Walking
Use of compass
Map Reading
Orienteering
First Aid
Country Code
Mountain Safety
Equipment & Packing
Route-planning
Land expedition

Canoeing
Basic Strokes
Capsize drill
Water Safety
Canoe expedition

Rock Climbing
Basic Knots
Calls & Signals
Belaying
Abseiling
Climbing Technique
Simple Mountain Rescue

Physical Fitness
Morning Exercise
Circuit Training
Running Test
Assault Course

POLICE ADVENTURE TRAINING UNIT - RECRUIT INSPECTOR COURSE

FOR : Newly appointed Local Inspectors of RHKP.

OBJECTIVES : (i) to help newly appointed local inspectors to discover and develop their own resourcefulness, ability and initiative; to improve their confidence and to prepare them for their future role as leaders in the Force.

(ii) to offer newly appointed local inspectors of the Force the opportunity of acquiring outdoor skills.

(iii) to enable the Force to have at its disposal a substantial body of officers who have received training in outdoor skills which they can impart to the youth of Hong Kong, thus benefitting the community as a whole and enhancing Police/Community relations.

ENROLMENT : 20 participants.

METHOD OF INSTRUCTION : Lecture, slide and field practice.

DURATION : 11 days residential course, including 1 rest day.

CURRICULUM : Camping and Hill Walking

Use of compass	Mountain Safety
Map Reading	Equipment & Packing
Orienteering	Route-planning
First Aid	Land-expedition
Country Code	

Canoeing

Basic strokes	Water Safety
Capsize drill	Canoe expedition

Rock Climbing

Basic Knots	Abseiling
Calls & Signals	Climbing Technique
Belaying	Simple Mountain Rescue

Physical Fitness

Morning Exercise	Running Test
Circuit Training	Assault Course

POLICE ADVENTURE TRAINING UNIT - RURAL AREA PATROL COURSE

FOR : Police Officer of all ranks performing Rural Area Patrol duties in Marine District.

OBJECTIVES : to provide basic training in land expedition skill and prepare students to work and operate in the rural areas of Hong Kong.

ENROLMENT : 20 participants.

METHOD OF INSTRUCTION : Lectures, slides and field practice.

DURATION : One week residential course.

CURRICULUM : (A) Camping and Hill Walking

Use of compass	Mountain Safety
Map Reading	Equipment & Packing
Orienteering	Route-planning
First Aid	Land expedition
Country Code	

(B) Physical Fitness

Morning Exercise	Running Test
Circuit Training	Assault Course

Annexure A

OTHER SPECIALISED TRAINING COURSES

Marine Training School

Recruit Induction Course
1st Class Navigation Course
2nd Class Navigation Course
3rd Class Navigation Course
1st Class Navigation Refresher Course
Wireless Telegraphy Course
Special Class Navigation Course
Inspector Induction Course
1st Class Engineering Course
2nd Class Engineering Course
3rd Class Engineering Course
1st Class Engineering Course (Refresher)
Aux. 3rd Class Navigation Course
Aux. 2nd Class Navigation Course
Aux. 1st Class Navigation Course
Radar Course
Radio Telephony Course

} Hong Kong Polytechnic

Police Driving School

Potential Driving Instructors Course
Saracen APC Training Course
Police Bus Driving Course
Police Auto-Saloon Driving Course
Police Advanced Driving Course
Police Drivers Refresher Training Course
Heavy General Purpose (HGP) Vehicle Training Course
Light General Purpose (LGP) Vehicle Training Course
(with civilian private car Driving Licence)
Police Motorcycle Training Course
Police Motorcycle Special Conversion Course for Inspectors
CID Saloon Car Conversion Course
Transit HGP Training Course
Mini-Moke Vehicle Training Course
Light General Purpose (LGP) Vehicle Training Course --
Lantau Island Drivers
SB and CID Special Course
Special UB Course

CID HQ

Criminal Intelligence Course
Narcotics Course
Forensic Photography Course
Fingerprint Course

Police Public Relations Wing

Courses for Police Community Relations Officers and staff

Operations and Support Department

Courses run by the Police Tactical Unit
Courses for Auxiliary Police Officers
Negotiators' Course
Bomb Disposal Course

Miscellaneous

Other courses are designed and conducted to meet specific training needs as and when required.

Annexure B

LOCAL COURSES CONDUCTED BY OUTSIDE AGENCIES

(1) University Scholarships for Serving Officers

Officers awarded university scholarships shall be granted full-pay study leave. The basic criteria for the award are as follows :-

(a) for First Degree Courses

- (i) be confirmed to the permanent and pensionable establishment;
- (ii) be under 30 years of age;
- (iii) be qualified by examination for advancement to Senior Inspector;
- (iv) be fully qualified academically for entrance into university.

(b) for Post-Graduate Courses

- (i) be confirmed to the permanent and pensionable establishment;
- (ii) have at least 4 years service in the Force and be fully qualified by examination for advancement to Senior Inspector;
- (iii) normally be under 35 years of age;
- (iv) be graduate, preferably holding their degree when joining the Force.

(2) Japanese Language Course

A full-time 2-year Diploma Course run by the Hong Kong Polytechnic College. Officers fulfilling the following criteria are eligible :-

(a) must be either

- (i) holder of Hong Kong Certificate of Education with Grade D or above in English (Syllabus B) and Grade E or above in at least four other subjects, or
- (ii) an officer with equivalent evidence of suitability

(b) should be fluent in spoken Cantonese and written Chinese

(c) preferably be confirmed to the permanent and pensionable establishment

(d) preferably be under the age of 35.

(3) Other Language Courses

Other language courses are run by the Civil Service Training Division from time to time.

(4) Management Courses

The Hong Kong University and the Chinese University run part-time management courses for civil servants. The Hong Kong Polytechnic College and the Hong Kong Management Association organise a Joint-Diploma Course. Attendance is normally after office hours and at officers' own expense.

(5) Extra-Mural Courses

Officers are encouraged to attend extra-mural courses organised by the two Universities. If the contents of the courses are considered to be beneficial to the officers attending, they may be re-imbursed the relevant fees.

Annexure C

OVERSEAS COURSES ATTENDED BY RHKP OFFICERS

Title	Location	Duration	Officers eligible
Instructors' Course	Home Office Central Planning and Instructor Training Unit, Pannal Ash, Harrogate, Yorks, U.K.	11 weeks	SIP/CIP rank Local & Expat.
Police Instructors' Course	Garnett College, Downshire House, London, U.K.	11 weeks	Force Training Officer
Overseas Police Instructors Course	Metropolitan Police Training School, Hendon, U.K.	14 weeks	CIP/SIP rank Local & Expat.
English Language Course plus Working Attachments to various U.K. Police Forces	Various Language Training Schools and Police Forces	12 weeks + 12 weeks attachments	Local officers of CIP/SIP rank
Intermediate Command Course	Police Staff College, Bramshill	11 weeks	SP rank
Senior Command Course	Police Staff College, Bramshill	22 weeks	SSP/ACP rank
Overseas Command Course	Police Staff College, Bramshill	11 weeks	CIP rank
Junior Command Course	Police Staff College, Bramshill	11 weeks	CIP/SIP rank
Part I Command Course	Scottish Police College, Tulliallan Castle, U.K.	11 weeks	SP rank
Higher Command Course	Royal Malaysian Police College, Kuala Lumpur, Malaysia	3 weeks	SP/CIP rank Local officer
Course for Managers from Industry, Commerce and the Public Services	Wolfson College, Cambridge University, U.K.	8-9 weeks	SP or above
Regional Inspectors Course	Unspecified U.K. Provincial Police Force	12 weeks	CIP/SIP rank
Special Operations (Counter-Terrorist) attachments	U.K. and European Police & British Army	4 weeks (1 week each)	SP rank

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Title	Location	Duration	Officers eligible
Traffic Police Administration Training Programme Traffic Institute	Northwestern University, Illinois, U.S.A.	9 months	CIP rank
Scene of Crime Course	Durham Constabulary Scientific Aids	9 weeks + 3 weeks attachment	IP/SGT rank
Special Course in General Police Duties	Unspecified U.K. Police Force	12 weeks	IP/SGT rank
Overseas Police Officers General Course	Metropolitan Police Training School, Hendon, U.K.	20 weeks	IP/SGT rank
Traffic Management Course	Hampshire Constabulary Training Centre, Basingstoke, U.K.	2 weeks	CIP/SIP Expat. on V.L.
Senior CID Course	Metropolitan Police Training School, Hendon and/or West Yorkshire Constabulary Academy, Wakefield, U.K.	12 weeks	SIP/IP rank
Overseas Criminal Investigation	West Yorkshire Constabulary Academy, Wakefield, U.K.	10 weeks + 2 weeks attachment	IP/SGT with CID experience
Drug Enforcement Agency Course	Bureau of Narcotics, Washington, D.C., U.S.A.	10 weeks	CIP/SIP rank local officer
F.B.I. Course	F.B.I. National Academy, Quantico, Va., U.S.A.	10 weeks	SP/CIP rank
Senior Police Administration Course	Royal Canadian Mounted Police College, Ottawa	5 weeks	SP/CIP rank
Executive Development Course	Royal Canadian Mounted Police College, Ottawa	6 weeks	SSP/SP rank
Small Arms and Ballistics Course	Royal Military College of Science, Shrivenham, U.K.	2-3 weeks followed by 2-3 weeks attachment	Ballistics Officers (CIPs on trial as B.O.)

Title	Location	Duration	Officers eligible
Commercial Crime Course	Unspecified	3-6 weeks	CIP/SIP rank
Detective Training Course	Victoria Police Training College Australia	13 weeks	SIP/IP rank Local officer
CID Course	Royal Malaysian Police College, Kuala Lumpur, Malaysia	8 weeks	SIP/IP rank Local officer
Pupil Bandsmen Instrumental Course	Royal Military School of Music, Kneller Hall, Twickenham, U.K.	1 year	PC rank (member of Police Band,
Prevention of Crime Course	Home Office Crime Prevention Centre, Stafford, U.K.	-	CIP/SIP rank
Standard Driving Course	Metropolitan Police Driving School, Hendon, U.K.	5 weeks + 2 weeks attachment	SIP/IP rank
Accident Investigation Course	Metropolitan Police Traffic Training School, Hendon, U.K.	3 weeks	SIP/IP rank on V.L. in U.K. or officer attending other courses
Traffic Patrol Officers Course	Lancashire or West Yorkshire Constabularies	5 weeks	SIP/IP rank (to be attended by same officers as Standard Driving Course)
Cummins Marine Diesel Engine Course	Cummins Diesel Sales Corporation, Singapore	4-6 weeks	SGT/PC rank (Launch Mechanics)
Officers Course	New Zealand Police Training School, Wellington, New Zealand	8 weeks + attachment	SIP/IP rank Local or Expat. on V.L.
Fraud Squad Attachment	City of London Police	2 weeks	IP to CIP rank
Homicide and Criminal Intelligence Unit Attachments	New Scotland Yard, U.K.	2 weeks	SP/SIP on V.L.
Management Course	Civil Service Staff College, U.K.	2-3 weeks	SSP/SP on A.L./V.L.

Annexure D

Force Training Wing,
Royal Hong Kong Police Headquarters
Hong Kong.

Force Training Schedule for the Year 1980/81

Courses	No. of Courses in 80/81	No. of Officers Attending			Duration	Dates
		Officers	Junior Officers	Traffic Wardens		
1. <u>Recruit Basic Training</u>						
(a) Inspectors	7 intakes	198			36 weeks	1.4.80 - 6.12.80 26.5.80 - 31.1.81 21.7.80 - 28.3.81 15.9.80 - 23.5.81 10.11.80 - 18.7.81 5.1.81 - 12.9.81 2.3.81 - 7.11.81
(b) Constables	12 intakes		2034		20 weeks	8.4.80 - 23.8.80 5.5.80 - 20.9.80 2.6.80 - 18.10.80 28.7.80 - 13.12.80 25.8.80 - 10.1.81 22.9.80 - 4.2.81 20.10.80 - 7.3.81 17.11.80 - 4.4.81 15.12.80 - 2.5.81 12.1.81 - 30.5.81 9.2.81 - 27.6.81 9.3.81 - 1.8.81
(c) Traffic Wardens	4			120	6 weeks	7.4.80 - 17.5.80 8.12.80 - 17.1.80 26.1.81 - 7.3.81 16.3.81 - 25.4.81

Courses	No. of Courses in 80/81	No. of Officers Attending			Duration	Dates
		Officers	Junior Officers	Traffic Wardens		
(d) Police Cadets	2		360		2 years	One intake on 27.8.80 and one in Feb. 81.
2. <u>Command Courses</u>						
(a) Senior Command Course	3	36			4 weeks	14.4.80 - 10.5.80 3.11.80 - 29.11.80 9.2.81 - 7.3.81
(b) Intermediate Command Course	3	36			4 weeks	19.5.80 - 14.6.80 29.9.80 - 25.10.80 5.1.81 - 31.1.81
(c) Junior Command Course	4	36			3 weeks	30.6.80 - 19.7.80 1.9.80 - 20.9.80 1.12.80 - 20.12.80 9.3.81 - 28.3.81
3. Student Instructor Course	6	72			4 weeks	19.5.80 - 14.6.80 14.7.80 - 9.8.80 8.9.80 - 4.10.80 3.11.80 - 29.11.80 29.12.80 - 24.1.81 23.2.81 - 21.3.81 If required, 6.10.80 - 1.11.80 26.1.81 - 21.2.81
4. <u>Promotion Courses</u>						
(a) S/Sgt	4	80			12 weeks	14.7.80 - 4.10.80 13.10.80 - 3.1.81 12.1.81 - 4.4.81 13.4.81 - 4.7.81
(b) Sgt	12	240			9 weeks	3 courses from 14.7.80 to 13.9.80 3 courses from 22.9.80 to 22.11.80 3 courses from 1.12.80 to 31.1.81 3 courses from 9.2.81 to 11.4.81

Courses	No. of Courses in 80/81	No. of Officers Attending			Duration	Dates
		Officers	Junior Officers	Traffic Wardens		
5. <u>Refresher Courses</u>						
(a) S/Sgt (3rd year)	2		40		2 weeks	23.6.80 - 5.7.80 14.7.80 - 26.7.80
(b) S/Sgt (6th year)	1		20		1 week	5.8.80 - 9.8.80
(c) Sgt (3rd year)	8		160		3 weeks	8.4.80 - 26.4.80 28.4.80 - 17.5.80 26.5.80 - 14.6.80 16.6.80 - 5.7.80 14.7.80 - 2.8.80 5.8.80 - 23.8.80 1.9.80 - 20.9.80 22.9.80 - 11.10.80
(d) Sgt (6th year)	8		160		3 weeks	2 courses from 20.10.80 - 8.11.80 1 course from 10.11.80 - 29.11.80 1 course from 8.12.80 - 27.12.80 1 course from 29.12.80 - 17.1.81 2 courses from 16.2.81 - 7.3.81 1 course from 9.3.81 - 28.3.81
(e) Special Courses will be run for S/Sgts before they take up the posts of recruit course instructors, and for those to be promoted to Inspectors.						

Courses	No. of Courses in 80/81	No. of Officers Attending			Duration	Dates
		Officers	Junior Officers	Traffic Wardens		
6. <u>P.C. Continuation Courses</u> (a) P.C. (3rd year)	44		1320		3 weeks	4 courses from 8.4.80 - 26.4.80 3 courses from 28.4.80 - 17.5.80 3 courses from 26.5.80 - 14.6.80 3 courses from 16.6.80 - 5.7.80 3 courses from 14.7.80 - 2.8.80 3 courses from 5.8.80 - 23.8.80 3 courses from 1.9.80 - 20.9.80 3 courses from 22.9.80 - 11.10.80 3 courses from 20.10.80 - 8.11.80 3 courses from 10.11.80 - 29.11.80 3 courses from 29.12.80 - 17.1.81 3 courses from 19.1.81 - 4.2.81 3 courses from 16.2.81 - 7.3.81 4 courses from 9.3.81 - 28.3.81
(b) P.C. (6th year)	35		1050		3 weeks	2 courses from 8.4.80 - 26.4.80 3 courses from 28.4.80 - 17.5.80 3 courses from 26.5.80 - 14.6.80 3 courses from 16.6.80 - 5.7.80 3 courses from 14.7.80 - 2.8.80 3 courses from 5.8.80 - 23.8.80 3 courses from 1.9.80 - 20.9.80 3 courses from 22.9.80 - 11.10.80 2 courses from 20.10.80 - 8.11.80 3 courses from 10.11.80 - 29.11.80 3 courses from 29.12.80 - 17.1.81 2 courses from 16.2.81 - 7.3.81 2 courses from 9.3.81 - 28.3.81
(c) P.C. (11th year)	13		260		1 week	3 courses from 8.12.80 - 13.12.80 3 courses from 15.12.80 - 20.12.80 3 courses from 19.1.81 - 24.1.81 3 courses from 26.1.81 - 31.1.81 1 course from 9.2.81 - 14.2.81

Courses	No. of Courses in 80/81	No. of Officers Attending			Duration	Dates
		Officers	Junior Officers	Traffic Wardens		
<u>P.C. Continuation Courses</u> (d) P.C. (16th year)	8		160		1 week	3 courses from 8.12.80 - 13.12.80 3 courses from 15.12.80 - 20.12.80 2 courses from 9.2.81 - 14.2.81
7. <u>Traffic Training Courses</u> (a) Inspectors' Traffic Course					8 days	N.B. Traffic courses for Inspectors will be run when requirement arises
(b) General Traffic Course	18		288		2 weeks	7.4.80 - 19.4.80 21.4.80 - 3.5.80 12.5.80 - 24.5.80 26.5.80 - 7.6.80 16.6.80 - 28.6.80 30.6.80 - 12.7.80 21.7.80 - 2.8.80 4.8.80 - 16.8.80 25.8.80 - 6.9.80 8.9.80 - 20.9.80 23.9.80 - 11.10.80 13.10.80 - 25.10.80 3.11.80 - 15.11.80 17.11.80 - 29.11.80 29.12.80 - 10.1.81 12.1.81 - 24.1.81 9.2.81 - 21.2.81 23.2.81 - 7.3.81

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1 OF 2

Courses	No. of Courses in 80/81	No. of Officers Attending			Duration	Dates
		Officers	Junior Officers	Traffic Wardens		
(c) Courses for Divisional Traffic Teams	9		144		2 weeks	26.5.80 - 7.6.80 16.6.80 - 28.6.80 30.6.80 - 12.7.80 21.7.80 - 2.8.80 25.8.80 - 6.9.80 8.9.80 - 20.9.80 29.9.80 - 11.10.80 3.11.80 - 15.11.80 17.11.80 - 29.11.80
(d) Accident Investigation Course	5		75		2 weeks	4.8.80 - 16.8.80 13.10.80 - 25.10.80 8.12.80 - 20.12.80 16.3.81 - 28.3.81 30.3.81 - 11.4.81
8. Driving Courses	Variable	50	2000		Variable	throughout the whole year
9. District Continuation Training Scheme	Variable		2700 (approx.)		2 days per month	throughout the whole year
10. Detective Training Courses	4	120	480		12 weeks	17.3.80 - 7.6.80 23.6.80 - 13.9.80 29.9.80 - 20.12.80 5.1.81 - 28.3.81
N.B. It is anticipated that towards the middle of the year, are ear-marked for C.I.D. will be introduced.					Induction/Preliminary	Courses for officers who

Courses	No. of Courses in 80/81	No. of Officers Attending			Duration	Dates
		Officers	Junior Officers	Traffic Wardens		
11. <u>Marine Training Courses</u> (a) Recruit Induction	3		82		4 weeks	31.3.80 - 26.4.80 28.4.80 - 24.5.80 31.5.80 - 28.6.80 <u>Remarks</u> Additional courses may be run after June depending on the number of transfers from Land District and number of recruits posted to Marine from PTS.
(b) 3rd Class Navigation	7		59		4 weeks	One course to be run in each of the following months :- Apr. 80, June 80, Oct. 80, Dec. 80, Jan. 81, Feb. 81 and Mar. 81.
(c) 2nd Class Navigation	1		10		4 weeks	The course will be run in Apr. 80
(d) 1st Class Navigation	3		24		12 weeks	One course to start in each of the following months :- June 80, Sep. 80 and Jan. 81
(e) 1st Class Navigation (Refresher)	1		8		4 weeks	Depends on District Commitment
(f) Radar Course	6	24	24		2 weeks	3 courses to be run in the HK Polytechnic in each of the following months :- May 80, June 80 and July 80

Courses	No. of Courses in 80/81	No. of Officers Attending			Duration	Dates
		Officers	Junior Officers	Traffic Wardens		
(g) Wireless Telegraphy	2		48		18 weeks	One to start in Apr 80 and one in July 80.
(h) Special Class Navigation	2	14			8 weeks	One course to start in May 80 and one in Sep. 80
(i) Inspector Induction Course	Not known	Not known				Courses to be run depend on the number of inspectors posted to Marine District
(j) 3rd Class Engineering	3		20		4 weeks	One course to be run in Nov. 80, one in Dec. 80 and one in Jan. 81
(k) 2nd Class Engineering	2		10		4 weeks	One course to be run in Apr. 80 and one in Sep. 80
(l) 1st Class Engineering	4		29		4 weeks	One course to be run in May 80, one in June 80, one in July 80 and one in Aug. 80
(m) 1st Class Engineering (Refresher)	1		8		2 weeks	Depends on duty commitment
(n) Aux. 3rd Class Navigation	1		12		12 periods	3.3.80 - 31.5.80
(o) Aux. 1st Class Navigation	1		12		14 periods	3.3.80 - 14.6.80
(p) Aux. 3rd Class Navigation	1		12		12 periods	16.6.80 - 6.9.80
(q) Overseas Training on Damen Launches	1		75			not known yet

Courses	No. of Courses in 80/81	No. of Officers Attending			Duration	Dates
		Officers	Junior Officers	Traffic Wardens		
11. <u>Marine Training(continued)</u> (r) Radio Telephony Course	1		30 (approx.)			This is an evening course run by the HK Polytechnic
12. <u>Others</u> Other training courses will be run by Ops Wing, PTU, SB, PDU, BDU and CID HQ. <u>Note :</u> During the financial year of 1980/81, 44 different types of courses will be run for the training of 586 officers, 12034 junior officers and 120 traffic wardens.						

END