



उत्तर-पूर्वीय पुलिस अकादमी / North Eastern Police Academy

भारत सरकार / Govt. of India

गृह मंत्रालय / Ministry of Home Affairs

उमसाव / Umsaw, मेघालय / Meghalaya/ 793 123

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12

**JOINING INSTRUCTIONS FOR THE 48<sup>th</sup> COURSE COMMENCING W.E.F. 14.09.2020**

1. **LOCATION:** The Academy is situated 20 kms from Shillong and 80 kms from Guwahati on Guwahati- Shillong (G.S.) Highway. The Campus is about half a kilometre away from the G.S. Road point.

2. **ACCOMMODATION AND MESSING:**

(a) The trainees will be provided accommodation in Kaziranga & Cherrapunjee mess.

(b) One cot with one mattress, study table, chair, jug, dustbin & table lamp will be provided. The trainees are required to bring the other bedding items.

3. **MESS ADVANCE:** The trainees will be required to deposit a sum of **Rs. 5500/-** on their arrival at the Academy as Mess Advance. The Mess Advance will be refunded to the trainees on completion of the course after deduction of outstanding dues, if any.

4. **SECURITY DEPOSIT:** In addition to the Mess Advance, each trainee shall have to deposit a sum of **Rs. 1500/-** as security deposit and **Rs. 6,000/-** as uniform advance on their arrival at the Academy. The security deposit will be refunded to the trainees on completion of the course. If any Government article issued to the trainee gets damaged or lost due to the negligence of the individual concerned, cost of article shall be recovered from the security deposit

5. **UNIFORM & EQUIPMENTS:** The total cost of the Uniforms and equipment's of the prescribed pattern to be provided, approximate cost will be **Rs. 60,000/-** and the same will be recovered in 10(ten) equal instalments.

6. **CORRESPONDENCE:**

(a) Postal Address: NORTH EASTERN POLICE ACADEMY  
UMIAM – 793123, UMIAM (MEGHALAYA)

(b) All correspondence should be addressed to the Director, North Eastern Police Academy, Umsaw, 793 123, Umiam (Meghalaya)

7. **DISCIPLINE:** Trainees are expected to observe strict discipline throughout their stay in the Academy. Consumption of alcohol and other intoxications in the Academy Campus are strictly prohibited and violation of any provision could even lead to return of the trainees from the Academy to the state. The trainees are to maintain the decorum of the mess at all times.

All trainees will be responsible for the safe-custody of their personal belongings. The trainees are not allowed to bring valuable items with them.

8. **IDENTITY CARD:** To prove the identity of the concerned trainee, each trainee is required to bring the Identity Card issued by the Concerned Appointing Authority, Two passport size photos (5x3Cms) in formal dress are also required to be submitted by each trainee on the date of joining.



9. **TELEPHONES:** Important Telephone numbers of the Academy.  
(Shillong Exchange Code: 0364)

**Office**

- (a) Director 2572028
- (b) Addl. Director 2572027
- (c) Joint Director 2572044
- (d) Dy. Director (Indoor) 2572041
- (e) NEPA Exchange 2572045
- (g) Training Branch/Tele Fax 2572036

10. **LIBRARY:** The Academy Library has a good collection of books of professional and non-professional subjects. Trainees are advised to make full use of the Library during their stay.

11. **CANTEEN FACILITIES:** There is a shopping Complex within the Campus to cates for the daily provisions.

12. **GUESTS:** Guests will be not be allowed to meet the trainees owing to the prevailing pandemic. In addition, no guests will be provided accommodation in the Academy.

13. **LEAVE:**

(a) Except for unfortunate incidents, involving bereavement of close relative, no leave will be granted. Such leave, on extreme compassionate grounds, will not be granted for more the 3 (three) days. No night pass/station leave is allowed.

(b) It has been experienced that some of the trainee request leave for appearing in other competitive examinations. No such request will be entertained. For appearing in any competitive examination conducted by the UPSC or any state Service Commission, the request may be considered only if the permission/NOC of the parent state & dept. is obtained prior to applying for the same and the schedule of the exams is not in conflict with the exams scheduled by this Academy, Passing Out Parade, etc.

(c) However, no leave will be granted till the prevailing pandemic scenario improves.

14. **REASON FOR RETURNING THE TRAINEES FROM THE BASIC TRAINING:**

- (a) Cases of acts of gross indiscipline.
- (b) Use of intoxicating substance
- (c) Over-staying of leave.
- (d) Remaining sick for more than 7 days.
- (e) Injury or illness, where Medical Officer does not advise for discontinuation of training.
- (f) Violation of Mess Rules.

15. **VACCINATION:** Vaccination against the following diseases may be administered before the trainees report to the Academy. A certificate to this effect must be deposited.

- (a) 1<sup>st</sup> dose of **HEPATITIS – B**
- (b) Vaccination against **TYPHOID** (single dose)

Further, vaccination may also be required to be administered in the Academy for these diseases or any other disease, as the case may be.

16. **MANDATORY: ALL TRAINEES REPORTING FOR BASIC TRAINING WILL HAVE TO PRODUCE COVID-19 NEGATIVE CERTIFICATE & WILL COMPULSORILY UNDERGO 2 (TWO) WEEKS QUARANTINE BEFORE COMMENCEMENT OF TRAINING.**



5  
29.7.2020  
(Deepak Kumar, IPS)  
Director NEPA