

Model Program Book



SHORT-TERM INTERNSHIP (On-Site/Virtual)

Designed & Developed by



**ANDHRA PRADESH
STATE COUNCIL OF HIGHER EDUCATION**

(A STATUTORY BODY OF GOVERNMENT OF ANDHRA PRADESH)

PROGRAM BOOK FOR
SHORT-TERM INTERNSHIP
(Onsite / Virtual)

Name of the student: Ch.Chakradhar

Name of the College: GDC(M), SKLM.

Registration number: 2122001052012

Period for Internship: 231 hours From:28/08/2023 To:30/09/2023

Name & Address of Internship
Organization:

Police department,
Gara Police station,
Gara mandal, Srikakulam.

Name of the University: Dr.BR Ambedkar University, SKLM

An Internship Report on
SHORT TERM INTERNSHIP

Submitted in accordance with the requirement for the degree of

B.Sc MPC

Under the Faculty Guideship of

Sri. R. Ravi Shankar Sir

Department of

Mathematics

Submitted by:

Chinthala Chakradhar

Reg. No. :

2122001052012

Name of the College

GDC(M), Srikakulam.

Instructions to Students

Please read the detailed Guidelines on Internship hosted on the website of AP State Council of Higher Education <https://apsche.ap.gov.in>

1. It is mandatory for all the students to complete 2 months (180 hours) of short-term internship either physically or virtually.
2. Every student should identify the organization for internship in consultation with the College Principal/ the authorized person nominated by the Principal.
3. Report to the intern organization as per the schedule given by the College. You must make your own arrangements for transportation to reach the organization.
4. You should maintain punctuality in attending the internship. Daily attendance is compulsory.
5. You are expected to learn about the organization, policies, procedures, and processes by interacting with the people working in the organization and by consulting the supervisor attached to the interns.
6. While you are attending the internship, follow the rules and regulations of the intern organization.
7. While in the intern organization, always wear your College Identity Card.
8. If your College has a prescribed dress as uniform, wear the uniform daily, as you attend to your assigned duties.
9. You will be assigned a Faculty Guide from your College. He/She will be creating a WhatsApp group with your fellow interns. Post your daily activity done and/or any difficulty you encounter during the internship.
10. Identify five or more learning objectives in consultation with your Faculty Guide. These learning objectives can address:
 - a. Data and Information you are expected to collect about the organization and/or industry.
 - b. Job Skills you are expected to acquire.
 - c. Development of professional competencies that lead to future career success.
11. Practice professional communication skills with team members, co-interns, and your supervisor. This includes expressing thoughts and ideas effectively through oral, written, and non-verbal communication, and utilizing listening skills.
12. Be aware of the communication culture in your work environment. Follow up and communicate regularly with your supervisor to provide updates on your progress with work assignments.

13. Never be hesitant to ask questions to make sure you fully understand what you need to do your work and to contribute to the organization.
14. Be regular in filling up your Program Book. It shall be filled up in your own handwriting. Add additional sheets wherever necessary.
15. At the end of internship, you shall be evaluated by your Supervisor of the intern organization.
16. There shall also be evaluation at the end of the internship by the Faculty Guide and the Principal.
17. Do not meddle with the instruments/equipment you work with.
18. Ensure that you do not cause any disturbance to the regular activities of the intern organization.
19. Be cordial but not too intimate with the employees of the intern organization and your fellow interns.
20. You should understand that during the internship programme, you are the ambassador of your College, and your behavior during the internship programme is of utmost importance.
21. If you are involved in any discipline related issues, you will be withdrawn from the internship programme immediately and disciplinary action shall be initiated.
22. Do not forget to keep up your family pride and prestige of your College.

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Student's Declaration

I, Chinthala Chakradhar a student of II BSc MPC. Reg.No. 2122001052012 of the department of Science in GDC(M), Srikakulam college do here by declare that I have completed the mandatory short term internship from 28th August, 2023 to 30th September, 2023 in the Department of Police under the guideship of R.Ravishankar sir department of maths GDC(M), Srikakulam.

Srikakulam

Date: 23.10.2023.


(Signature of the student)

Name: Ch.Chakradhar

Ph.no: 9676372814

ACKNOWLEDGEMENT

First and foremost, praises & thanks to God, the Almighty for his blessingsto complete the short term internship sucessfully.

I adore the Honourable Chief Minister of Andhra Pradesh who always craves for the welfare of the students of his state and who allocated a major Share of the budget for education sector, and who thinks in a novel way for taking the initiative to implement the Short Term Internship , as an Intergral part of our Degree.

I sincerely thank Dr.Pola Bhaskar sir, Commissioner of Collegiate Education, Andhra Pradesh for his vision in implementing the Short Term Internship in accordance with the NEP-2020, which gives the student hands on experience, to deal with the problems that confront him in his day to day life. I am extremcly grateful to the authorites of Dr.B.R. Ambedhkar University, Srikakulam for their support.

I am indebted to Dr.P.Surekha madam, principal of Government Degree Collcge(Men), SKLM for her relentless efforts in enlightening the students by conducting various work-shops for effective implementation of this training.

I am grateful to M.V.Satyannarayana sir, Lecturer in Physics and Co-ordinator of Short Term Internship for letting us know the importance of this training and inculcating in us the stream of social consciousness which is very essential in our demcanour.

My gratitude is due to the in-charges of the Department of Maths of his supervision and inspirational attitude towards the students.

I acknowledge the patience and endurance of our mentor R. Ravi shankar sir in bringing out this training successfully.

I can't forget the kind cooperation and empathy of the Police officers in making me to stand before the society as a disciplined student, for which I am due to him.

Official Certification

This is to certify that Chinthala Chakradhar
Reg.No. 2122001052019 has completed his internship
in Police Department (Gara PS) on Short Term Internship under
my supervision as a part of partial fulfillment of the require-
ments for the degree of B.Sc in GDC (M) Srikakulam.
This is accepted for evaluation.

N. Kameswari
(Signatory with Date and Seal)

29/10/2023
STATION HOUSE OFFICER
Gara PS, Srikakulam Dist.

Endorsements

Faculty Guide:

R. R. S.

Lecturer in charge
Dept. of Mathematics
Govt. Degree College (Men)
SRIKAKULAM

Head of the Department:

R. R. S.

Lecturer in charge
Dept. of Mathematics
Govt. Degree College (Men)
SRIKAKULAM

Principal:

[Signature]



POLICE DEPARTMENT

CERTIFICATE FROM INTERN ORGANIZATION

This is to certify that Sri Chinthala Chakradhar, Hall Ticket/ Reg No. 2122001052012 of Govt Degree College (Men), Srikakulam is underwent internship in Gara Police Station, Srikakulam (Police Department) from 26-08-2023 to 30-09-2023.

The overall performance of the intern during his/her Internship is found to be Satisfactory (Satisfactory/Not Satisfactory)

Place : Gara Police Station

Date : 29th October 2023

N. Kanchari
STATION HOUSE OFFICER
Gara PS, Srikakulam Dist. 29/10/2023
Station House Officer
Gara Police Station
Srikakulam District

Contents:


1. Introduction
2. Overview on organization
3. Activity log
4. Working process
5. Observation
6. Conclusion
7. Photos
8. Improvements

Introduction:

The short term internship is a type of training programme for two months to the degree students in their second year from the commissioner of higher education in Andhra Pradesh. In this short term internship the students may acquire knowledge in the way of practical observation in the society. It is an excellent skill development training from different departments in our localities like Education department, Sachivalam department, Police department, Forest department, Fisheries department, Statistical department, Income tax department, Software offices, Laboratory and Hospitals etc. From these departments the students can know about the work and duties of officers regarding to the society and it may be useful for the higher studies also and it helps in the training for the job if students get. Like this there are so many opportunities and useful things from this internship which can teach the skill to students. It may be very helpful to the students and it plays a role in the lives of students regarding the knowledge towards the society.

Overview on Internship organization:

I got my short term internship in police department in Gara Police Station, Gara mandal, Srikakulam. The overview on the police station is that the police station consists of station house, general vehicle parking zone, cased vehicles parking zone and sitting sites in the station. The station house is having six parts those are station house officer room, reception room, cell room, computer room, main Hall and protection guards store room. Station has toilets for both men and women. The station has upstairs and on the roof it has old records store room. The station has a good and peaceful greenery. In front of the police station there is a place for sandy and MPDO office. Station back side is green fields, left side of the station there are some houses and right side of the station has meeseva center and ambulance parking place. The police station is maintained in good manner.


signature of the student



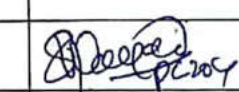
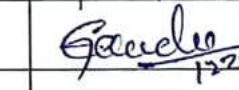
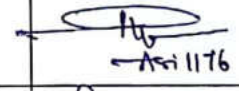


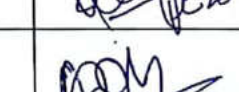
GOVERNMENT DEGREE COLLEGE(MEN), SRIKAKULAM.

SHORT TERM INTERNSHIP

ACTIVITY LOG FOR THE INTERNSHIP


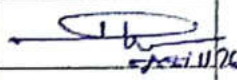
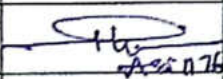

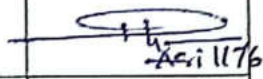

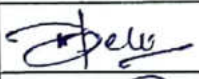

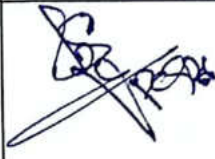


Name of the student: CH.CHAKRADHAR

Name of the faculty mentor: R. RAVI SHANKAR

Days	Date and Time of visit	Daily activity	Officer incharge	Signature of Officer incharge
Day-1	28/09/2023	Know about station officers and types of offenses.	ASI sir No. 1176	
Day-2	29/08/2023	Notice service, know about some important police records books , know about online FIR and night beats	ASI sir No. 1176	
Day-3	30/08/2023	Practicing report writing	PC sir No. 204	
Day-4	31/08/2023	Site visit for POCSO act	HC sir No. 1229	
Day-5	01/09/2023	Know about the process of thief catching	ASI sir No. 1176	
Day-6	02/09/2023	Practicing report writing and rough-sketch	PC sir No. 204	
Day-7	03/09/2023	Practicing mediate report	PC sir No. 204	
Day-8	04/09/2023	Know about police cadets and serving in PS	PC sir No. 1522	
Day-9	05/09/2023	Know about VHF set	WHG No. 622	

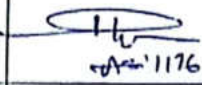

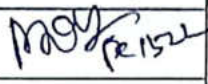






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Day-10	06/09/2023	Know about the police inspection and fill some petty cases.	ASI sir No. 1176	
Day-11	07/09/2023	Case study and Night beats	ASI sir No. 1176	
Day-12	08/09/2023	Rest for done of night beats	—	— do —
Day-13	09/09/2023	Going for inquest	ASI sir No. 1176	
Day-14	10/09/2023	Case study	ASI sir No. 1176	
Day-15	11/09/2023	Know about some police record books	ASI sir No.1176	
Day-16	12/09/2023	Know about police behavior and instructions to behave like a police and night beats	ASI sir No.1176	
Day-17	13/09/2023	Rest for done of night beats	—	— do —
Day-18	14/09/2023	Field work	ASI sir No.	
Day-19	15/09/2023	Know about types of evidences	PC sir No. 204	
Day-20	16/09/2023	Went to Palakonda	—	—
Day-21	17/09/2023	Collected the details of Ganesh idols and entered them in Police computer	PC sir No. 936	
Day-22	18/09/2023	Field work	ASI sir No. 1176	
Day-23	19/09/2023	Know how to write diary part-lls	ASI sir No.1176	



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Day-24	20/09/2023	Observing the inspection in PS.	ASI sir No.1176	
Day-25	21/09/2023	Know about protection guards in PS	PC sir No.1522	
Day-26	22/09/2023	Station service	PC sir No.1522	
Day-27	23/09/2023	Field work	PC sir No.2029	
Day-28	24/09/2023	Holiday due to our local Ganesh idol immersion	—	—
Day-29	25/09/2023	Responded to VHF set in PS	HC sir No. 1287	
Day-30	26/09/2023	Write information in reception register	WHG No. 622	
Day-31	27/09/2023	Know about connecting ZOOM meeting	PC sir No. 936	
Day-32	28/09/2023	Holiday due to fever	—	—
Day-33	29/09/2023	Holiday due to fever	—	—
Day-34	30/09/2023	Know about the section 302 IPC	PC sir No. 204	



Signature of the mentor

Lecturer in charge
Dept. of Mathematics
(Govt. Degree College (Men))
SRINAGAR



Signature of the student



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POLICE

Public Officer For Legal Investigation And Criminal Emergencies



P--Politeness

O--Obedience

L--Loyalty

I--Intelligence

C--Courage

E--Efficiency

Behaviour of Police:

- * A police officer should maintain respect towards the **Indian Constitution** and protect the rights of citizen.
- * A police officer shouldn't question against the Law, he shouldn't allow fear, hatredness, revenge but he should implement the Law and Order.
- * Police officer should respect their higher officer duties and their results.
- * Police officer should try to implement the peace.
- * A police officer should blame the crime and illegal activities firstly.
- * A police officer should know that he is a part of people and do his duty towards the citizens for the society.
- * A police officer should have empathy with the people.
- * A police officer should believe that service is more important than selfishness.

Duties of Police:

- * Control the crimes * Find the offenses
- * Control vehicles arrivals * Implement the peace and securities * Traffic duties * Traffic regulations



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Date: 28/08/2023 // Time: 09:37 AM at Gara PS

* In Gara police station, there has one SHO- Station House Officer is SI sir , three ASI officers , six HC officers along with PCs and HGs.

NOTE:

SHO - Station house officer

CI - Circle inspector of police

SI - Sub inspector of police

ASI - Assistant sub inspector of police

HC - Head constable

PC - Police constable

HG - Home guard

Duties of officers:

SHO:

* He is the head officer to the station and he can give the duties to the below staff in the station. The whole station is under the control of him. He has the duty of controlling offenses, bandhobasts, theftings and etc in the regarding mandal. The government appoints either CI or SI as SHO to the station. In his responsibilities, he would help the people physically, mentally and economically with justice and control the law and order from the government. The government provides him the laws and responsibilities and either CI or SI does works in their regarding circle.



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Receptionist : He is a PC, who receives the words and makes as a report from the complainant for whom having injustice. The receptionist makes a report regarding to the complainant in the reception room in PS.

* Receptionist in Gara PS is WPC 794.

Writer : He is an HC, who has all the responsibilities on the total records in the police station. He records the details of duties, cases and gives the duties to the below staff. Through a report he submits that information to the higher officers and he is available in the station for daily.

* Writer in Gara PS is HC 1287.

Assistant writer: He is a PC who behaves as an helper to the writer, he has responsibilities on records in the station and he does the duty which is given by SHO in the police station.

* Assistant writer in Gara PS is PC 1522.

Station computer: This can be operated by a PC or HC who is appointed from SP office. He operates the total information of the station like FIR, Arrests, 41s and charge sheets etc, submits these all to the court through online and to the higher officers also. He gives the information which is coming from the court and from higher officers to the SHO and writer in the police station.

* Station computer in Gara PS is PC 204.



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* cases are two types :

1. Civil mattered cases
2. Criminal mattered cases

* Civil mattered cases are regarding to the land and houses properties, factories and money transitions etc.

* Criminal mattered cases are regarding to

1. Murder
2. Attempt to murder
3. Rape
4. Attempt to rape
5. Cheatings
6. Theftings
7. Child kidnappings
8. Girl or woman and boy or man missings
9. Grave cases
10. Hurt cases
11. Atrocity acts
12. Special and local -- laws and acts

* Each criminal case must has

1. Report from complainant
2. FIR
3. Rough sketch for place where offense happen
4. Mediate report
5. Charge sheet



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* For Criminal cases we must follow these three :

1. **IPC-** Indian Penal Code, is the official criminal code of India. It is a comprehensive code intended to cover all substantive aspects of criminal laws. IPC enacted on 6th October 1860 and came into force on 1st January 1862.

2. **CrPC-** Criminal Procedure Code

It is the main legislation on procedure for administration of substantive criminal laws in India. It was enacted in 1973 and came into force on 1st April 1974.

3. **IEA-** Indian Evidence Act

It originally passed in India by the imperial legislative Council in 1872, it contains a set of rules and allied issues governing admissibility of evidence in the Indian courts of laws

""* from ASI sir no.1176

Observations:

* Observing reports from complainants regarding to crop field case, Harassment case, Temple theft case and land reforming case on this day in Gara PS.

* Scene of offense and Crime enquiry
at New colony in srikurmam with ASI sir no.1176



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Date:29/08/2023 // Time: 10:10 AM at Gara PS

*** Notice service:**

According to 149 CrPC, alerting the persons not to participate in a struggle in Vijayawada on 1st September 2023. The persons got notices, namely Ch. Jyothi in Bandharvanipeta and another one is Sathish Arjun in Kalingapatnam. These two persons are teachers who have gotten notices by PC 2029.

""* with PC sir no. 2029 .

*** POLICE IMPORTANT RECORDS**

Sentry Relief Book: A Police Constable is allotted as as centri to the station from 7AM(this day) to 7AM(next day). This book contains the information related to the station and Government. This is a register which has the information about the things in the station and about the security of recorded suspects in PS. A centri works for 24 hours.

*** Timings for centri**

7AM to 11AM --- PC

11AM to 12PM ---HC or Writer

12PM to 6PM ---PC

6PM to 7 PM ---HC or Writer

7PM to 7AM ---PC



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FIR Index: This is a record in which a case details like serial number, section of law, date of offense, date of report and time of offense are filled in Column wise. This book contains all the case details for which FIR is taken.

Police History Sheets: It is a record book which has total detailed information about all the villages, maps, histories and theftings information etc.

*This has some major records

1. **Mandal total village information:** It is a record book which has total information about all the villages in the respective mandal and this book shows what are the resources do the villages have in the mandal.
2. **Station map:** It is a record which shows the roots and directions to all the villages from the police station.
3. **Theftings information:** It is a record book which has all the detailed information about all the thieves in the mandal and it shows the thefting cases.
4. **History sheets:** It is a record book which has the information about rowdies, KDs, DCs and suspects in the mandal.

PSR: PSR stands for Prisoners Search Record. This records have all the details of Prisoners under the station.



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KD Check Register: KDs, DCs, Rowdies and Suspects.

This book has all the detailed information about that above person. From HC to SI each and every person would check them in day and night and noted the date and time in this book. If anyone of them might be absent then the police officer would inform to the DCRB.

Thapals Book: This book is used to send and receive the information from station to others and etc.

Process Register: This book relates to the information about the court and from the court like notices and non-bailable Warrants of criminals and like this all the details are noted in this book.

General Diary (GD): GD has the information about duties, cases and BB duties from SHO to below staff. It follows time from 7Am (This day) to 7Am (Next day).

Duty Roster(DR) : Staff do their work with respect to allotted duties in the station, are noted in the duty roster and those are also noted in GD.

* GD is interlinked to DR.

Village roster(VR): Allotted officer attends to the duty in given village and knows the information of the place, like that for every three months officer should visit the given village and in other case he will collect all the information from the village.



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Time: 10 PM at PS Night shift

Online FIR:

- * Collect all the information as either statement or a report copy.
- * Make a brief fact in online regarding to case.
- * Filling the FIR(first information report) in online regarding to case details.
- * Finally cross check the data and submit carefully.

""* with PC sir no.936

Time: 11:20 PM at PS

100 call: Station received a call from P.Nagalaxmi w/o P.Anjinailu in Donkalapeta near Srikurmam for family dispute. She dailed 100 for help to stop attempt to suicide of her husband. ASI sir approached her address and gave counseling to the both wife and husband.

Night beats: Night beats are done along with ASI sir no.1176 , nearly ten beat points are covered in the night from 11 PM to 3 AM.

Beat points :

1. Srikurmam temple
2. Srikurmam gold shop



Edit with WPS Office

3. Srikurmam junction.
4. Srikurmam wine shop
5. Toolugu wine shop
6. SBI Gara
7. Bandharvanipeta
8. Bandharvanipeta beach
9. DIET college, Vomeravilli
10. Salihundam

NIGHT BEAT Book: This book is maintained by PC or HG at respective beat points. This had detailed information of timings of police beats in night time.

* This book is checked by IO of the station at night.

POINT BEAT Book: This is an evidence book for the beats by officers in night times. This book is maintained by the security at beat points.

* This book is checked by IO of the station at night.

*****Section alter:** 338 IPC (accident by three Wheeler) to 304A IPC (death due to accident) .



Edit with WPS Office

Date: 30/08/2023 // Time: 01:36 PM at Gara PS

REPORT WRITING:

Report

మహారాష్ట్రా పోలీసులు గార
Police Station నా 310 గారే. చిరుం.
చక్రపాణ్ 6/0 డిప్లీ. Agt-17 4/11. 0021-67
నా సయస్. గారలు గామం. గార, ప్రమాదం
-3 రంయం report,

గారయి!

నేను గార మంబం. సయం గామం 4/1
B.C. Colony లి నేనసీస్తాను. మా ఇంటికి ఎమం గా -
K. సుతానారాయం 4/0 గామం గారు కూడ నేనసీస్తాను.
చాలా నేలగా మా ఇంటి మురికి నేను గారే కాంబం డేమం
చంస ఎటువైపు కాకి లేక బం ముండు నేనసీస్తానా
గండుకు సుతానారాయం గారు తేడి 01.06.2023 న రంట్ -
7:30 గంట్ మాటి చీసన్ లాగా. గార తండ్రి కాంబం
గారగా తేడి 29.08.2023 న రంట్ 8:45 గంట్ వర్గం
యేడుకు సమయం 4/1 మర్న చీసన్ లాగి మంబం
నాకు కేర్రటి కొట్టం. దాని గామ నాకు బాగా గాయం
గయింది. ఈ సయంలను గామ స్టేషం మా ఇంటి మంబం
జరిగింది, ఈ వేషంలకు మా ఇంటికి ద్రుగ్గం లాగా రామం.
మయం ఈ గామ లావన్య సాక్షం. ఇండుకు గామ యిం
వేషంల గామనా మంబం జరిగి గామయింకి ఈ వేషం గార
తేడి 30.08.2023 న సమయం 10:45 గంట్ గార -
-రాస్తా, నాకు గాయం చీకులదాని తంబం. గామ.

గారయి
-కుల. 2/11/23



Edit with WPS Office

Date: 31/08/2023 // Time: 10:08 AM at Gara PS

Time: 12:15 PM

Going to Vomeravilli for seen of offense and site visit in Cr.no.177/2023 u/s POCSO act, with HC Govind raju sir no.1229.

Observations:

- * The site of offense taken place in an MPP school, Vomeravilli village, Gara.
- * DSP sir (DISHA), CI sir, ASI sir, HC sir and VROs of the local place are involved in the investigation.
- * DSP sir asked so many questions to the teacher , to the sweeper and to the students also.
- * Each and every word was observed and noted by all the officials.
- * Officers watched and observed the place of offense in the school and checked all the places in the school and draw a rough sketch.
- * After drawing then they make a mediate report fir their observations.
- * This POCSO case was taken by Y. Sruthi madam SDPO, Srikakulam.



Edit with WPS Office

Date: 01/09/2023 // Time:10:30 AM at Gara PS.

Theft Case: Crime no. 174/2023, U/S.457,380 IPC offense is thefting in a temple at Jalluvalasa, Gara.

Process of this case clearance

- * Take a report from complainant
- * Charge FIR on the offense
- * visit the place of offense
- * Draw a rough sketch
- * Make a mediate report
- * Catch the thief
- * Take a statement from the thief that he did the offense
- * Recover the resources which he theft
- * Arrest the thief for that offense



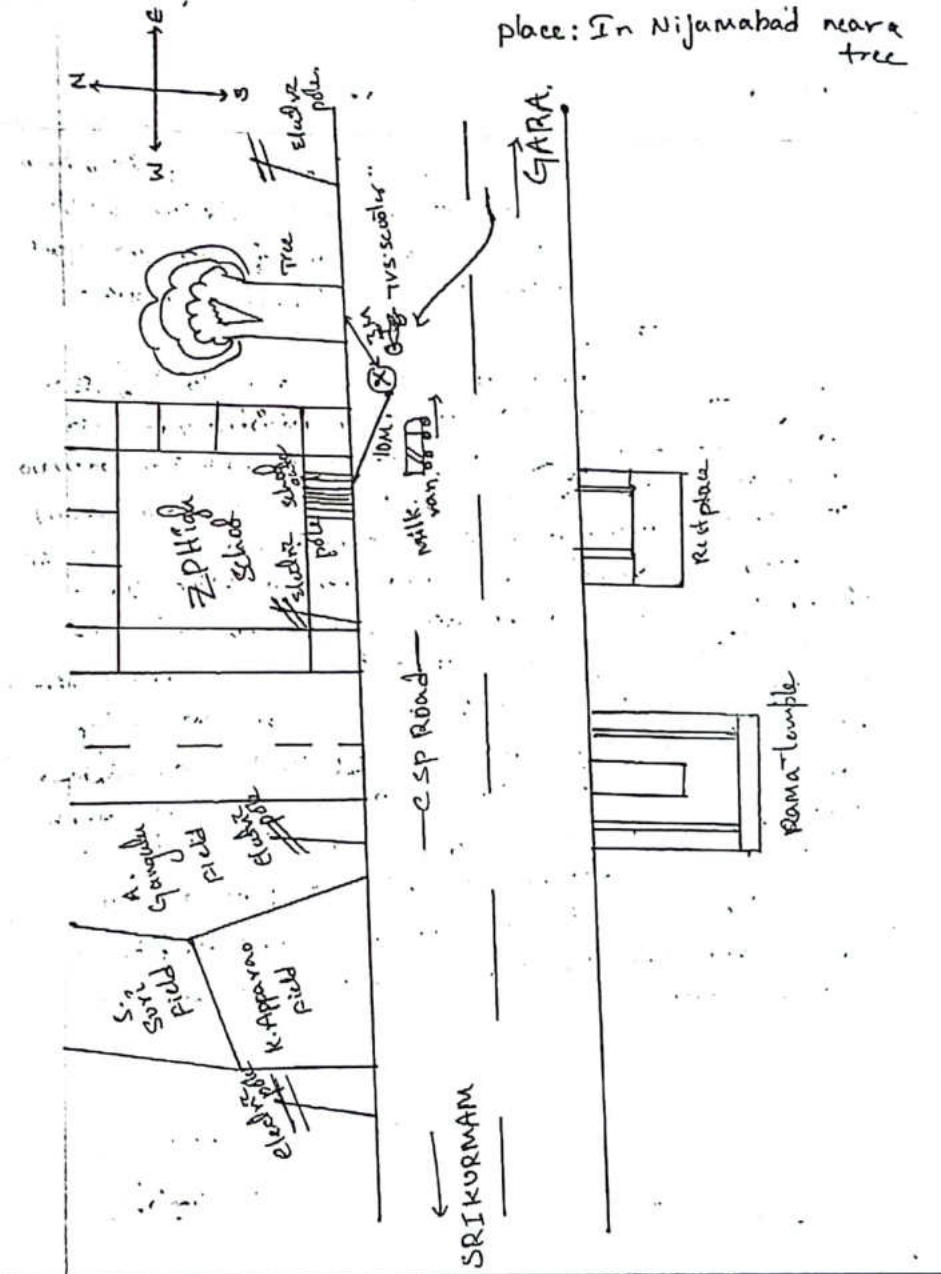
Edit with WPS Office

ROUGH SKETCH:

Topic 102

Rough sketch

place: In Nijamabad near tree



Edit with WPS Office

Date: 04/09/2023 // Time: 11:00 AM at Gara PS

POLICE CADERS:

*For a state DGP(Director General of Police) is head to all the police men.

*Sri. KV.Rajendranath Reddy sir is DGP for our state.

*Under DGP, there are some Add. DGPs in a state and in our state we have 12 Add. DGPs.

*State can be divided into ranges and we have four ranges :

1. Vishakapatnam 2. Eluru 3. Guntur 4. Karnool.

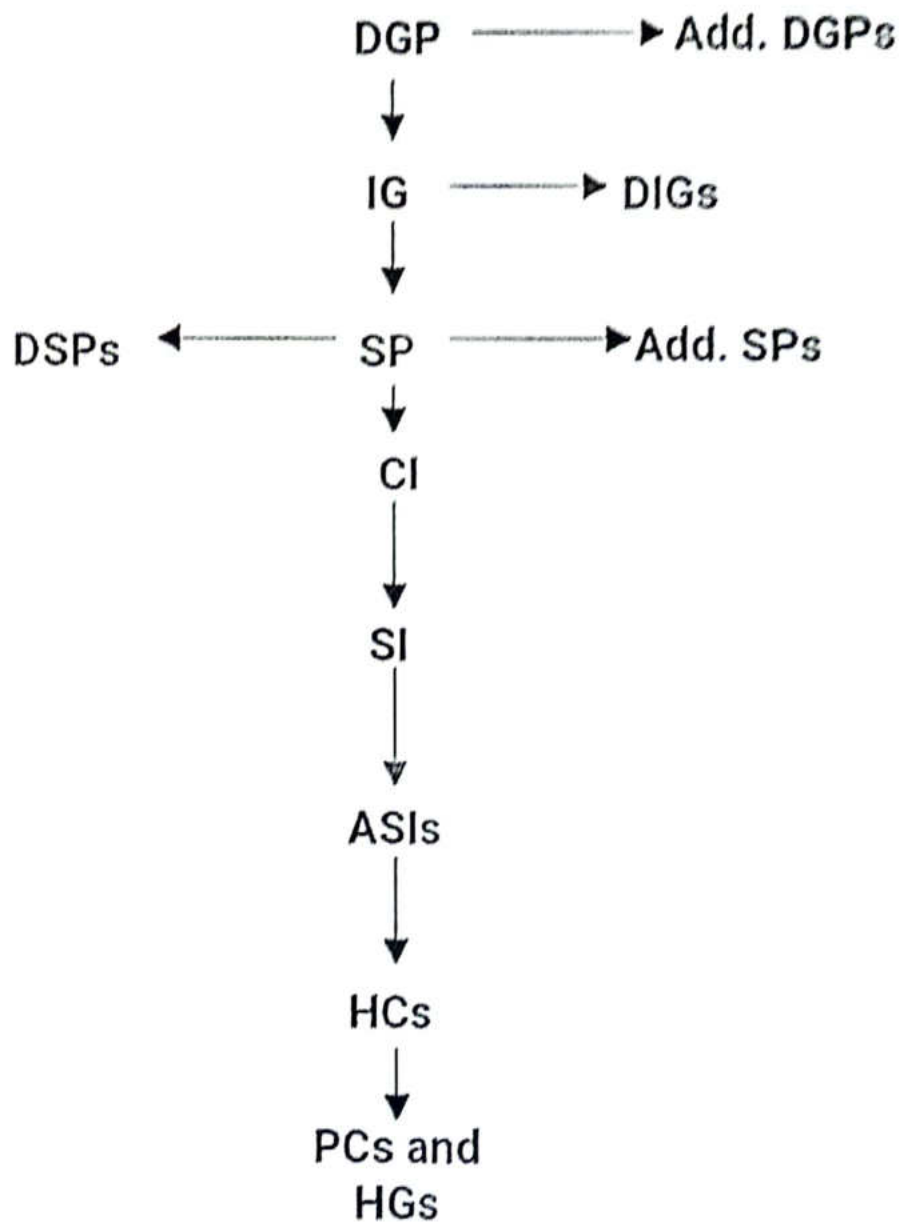
*Each range has some districts, for each range one IG(Inspector General) of police is allotted. Under IG there are some DIGs are working. Srikakulam is under Vishakapatnam range.

*For a district, Superintendent of police (SP) is head of all the police officers in that district. G.R.Radhika, IPS madam is the SP officer to srikakulam.



Edit with WPS Office

Police cadets:



Edit with WPS Office

* SP office has two types of services:

1. Uniform service
2. Non uniform service

* In uniform service there are four types of officers:

1. DCRB(District Crime Record Bureau)
2. DTRB(District Traffic Record Bureau)
3. IT core
4. DSB(District Special Branch)

* In non-uniform service there are four types of officers:

1. Administration
2. Bills
3. PR(Financial Transitional Service)
4. Accounts

*These four are called as Non uniform ministerial service.

//*/

*Cards ride took place in srikurmam was caught by police officers -Gara PS.



Edit with WPS Office

Date: 05/09/2023 // Time: 11:00 AM at Gara PS

VHF set:

- * It stands for Very High Frequency set.
- * It is used on the purpose of receiving or giving information to the control room in srikakulam for 24/7 working (control room in SP office).
- * Gara PS code is cheera-5
- * Gara PS is under srikakulam circle, under that circle there are :
 1. Town 1 PS-- Seera-1
 2. Town 2 PS-- Seera-2
 3. SKL Rural PS-- Seera-3
 4. SKL Women PS-- Seera-4
 5. Gara PS-- Seera-5
- * For Gara PS, the information is coming or going through frequency by VHF set.
- * This set may effected by climatic conditions also.
- * Hence the information is coordinated through this set.
- * Before this system nearly in the middle of 20th century, a police man used a radio decode system for information from control room.



Edit with WPS Office

Date: 06/09/2023 // Time: 11:55 AM at Gara

PS-----

--- **Inspection Book:**

- * It is an evidencial record for all the cases in police station for last three years.
- * In 2021 the total number of cases are 250, in 2022 the total number of cases are 199 and in 2023 till 31st August the total number of cases are 177.
- * UI- Cases Under Investigation.
- * PT- Cases Pending Trails.
- * Comp- Cases Compromising.
- * This inspection will be done by the DSP mam.
- * The collection of data about all the cases in a year is called as Gauge.
- **Report: It is nothing but words taken from a person directly.
- *Statement: This is written by police man about the offense if a person says about it.



Edit with WPS Office

Time: 12:15 PM to 5:00 PM

* Full petty cases in Gara police station circle i.e. in junctions of Salihundam, Pusarlapadu, Kottapeta, Koyyanapeta, Tulugu, Srikurmam and Ampolu etc.

* Petty cases are filled with ASI sir no. 1176.

Time: 2:45 PM to 3:30 PM

Reception:

* In a police station, the complainant gives their report to the receptionist in reception.

* In a police station, the receptionist may be WPC. In Gara PS the receptionist is WPC no. 794.

* Reception in a police station maintains four record books. Those are Grievance record, NC record, Reception register and Receipt book.

* For a family dispute between wife and husband, mostly police officer gives councilings for three times, otherwise if there is any chance to taken hands of family members then it may chance to charge the case.

* Most of the cases are more favorable to woman and must cases would be come from woman.



Edit with WPS Office

Date: 07/09/2023 // Time: 10:50 AM at Gara PS

* Observing report and rough sketch on--

Cr.No.116/2023, U/S 324 IPC, Hurt case, Deepavali-village. From HC no.1229

Night Beats:

* The night beats are started from 12:16 AM at PS, Gara.

* Rounding officer is ASI sir no. 1176.

* First of all, the rounds started from Gara PS to

Salihundam

Boravanipeta

Kottapeta

Pusarlapadu

Booravilli

Sairigam

Toolugu

Vomeravilli

Bandharvanipeta

"" On 8th September, 2023 I took holiday for rest due to night beats.



Edit with WPS Office

Date: 09/09/2023 // Time: 08:30 AM at RIMS, SKLM

* Go to RIMS hospital with ASI Sir no. 1176 for inquest on a dead body.

Cr.No. :182/2023

U/S : 174 IPC -- Death due to snake bite.

Address: Tandela. Laxmi w/o Raja Rao. Age-48 yrs, caste by P.Velama, Nijamabad, Gara, SKLM.

Observations:

* Collect all the details of her blood relations and Panchayat members in her village.

* Take a report from Panchayat members.

* See the dead body and note down the regarding information of the body.

* Collect all the data and make the inquest report.



Edit with WPS Office

Date: 10/09/2023 // Time: 11:10 AM at Gara PS

* Observing witness reports of Cr.No.181/2023
U/S 337 IPC Duvvu.Rajasekhar s/o
Appalaramudu, Age--30 yrs, Caste by Reddika,
Pogakuvanipeta, Gara.

* More number of staff are in Bandhobast duty
in Gara, Calingapatnam , Vomeravilli, Ampolu
and Srikurmam etc due to the arrest of Ex CM in
our state.



Edit with WPS Office

Date: 11/09/2023 // Time: 10:30 AM at Gara PS

* Due to the arrest of Ex CM, all the staff are in bandhobast duties. All the police men would try to stop the struggles against the scam case of Ex CM.

* My observations are firstly the police men took the political leaders who get against the case, to the police station and each and every local politicians are in PS.

* ASI sir explained about some other important police records :

1. Sentry relief book
2. FIR index
3. KD check register
4. Thapals book
5. Process register
6. PSR



Edit with WPS Office

Date: 12/09/2023 // Time: 11:00 AM at Gara PS

* ASI sir explained about what is police,
Behavior of police man and explain duties of
police man.

Time: 11:30 PM at PS

*" Night Beats with ASI sir no. 1176

* Due to heavy rain , the beats are done slowly.
Nearly 10 beat points are covered.

Beat points:

Salihundam ,Boravanipeta ,Kottapeta,
Pusarlapadu, Booravilli, Sairigam,
Sathivada,Srikurmam, Toolugu, Vomeravilli,
Bandharvanipeta.

"" On 13th September, 2023 I took holiday for
rest due to night beats.



Edit with WPS Office

Date: 14/09/2023 // Time: 11:00 AM at Gara PS

- * Make traffic clearance near Gara PS, take pics of wrong parking vehicles.
- * I did duty with Das ASI sir in traffic security regarding vehicles.
- * I went to Thallavalasa with Das ASI sir for checking of land of 16 scents which made a dispute between two families.
- * Sir gave council to the both families and then go to PS.



Edit with WPS Office

Date: 15/09/2023 // Time: 01:30 PM at Gara PS

* Each and every case needs evidence for the ending.

* The evidences may be four types:

1. Technical evidence
2. Documental evidence
3. Verbal evidence
4. Eye witness

* By using these evidence, the court can be concluded that who is the criminal.

* In our state for Law and Order, the court is the main ruler.

* Each and every police men, administrators and politicians are under the control of the court.

* For most of the murder cases technical and documental evidence is very most important.

* Hence the evidence would play a key role in a case closing.



Edit with WPS Office

Date:17/09/2023 //Time:11:00 AM at PS

* Today I have learnt about how permission is gotten to place a Ganesh idol in a village from PS.

* Collect the details of Ganesh idol to get permission from PS to different villages.

* I used PS computer to fill the information of Ganesh idols which is given by PC 936.



Edit with WPS Office

Date:18/09/2023 // Time: 11:15 AM at PS

* I have filled FIR on a case with the help of ASI sir.

* Go to field on a dispute regarding to land.

* I know about implementing peace in village when a dispute comes.

Observations:

* Go to village with CI sir and ASI sir.

* DSP madam and CI sir of Srikakulam district are come to the village.

* The both pitisioner and respondent are come.

* In the enquiry a group of politicians also came to the village.

* That land dispute is changed as a big quarrel.

* Then police men would take charge and control the peace among the villagers.



Edit with WPS Office

Date:19/09/2023 //Time: 09:35 AM at PS

- * Go to seen of occurrence at Lingalavalasa jn.
- * I know how to write Diary part-II for a case of accident with the help of ASI sir no. 1176.
- * Firstly I observed that diary part-IIs play key role in collecting information.
- * I understood that we must need proper evidence to process the case.



Edit with WPS Office

Date:20/09/2023 //Time:10:20 AM at PS

- * The inspection has taken in police station.
- * The inspection officer is DSP madam, SKL.
- * Madam checkout the important records and the inspection record.
- * Madam gave instructions to all the staff in police station.
- * The police officers in the station responded to madam in proper manner.
- * Madam has closed the inspection at nearly 3:00PM.
- * In the inspection time, I went to Chinthuvalasa with Ram HC sir on orders with DSP madam.
- * Like this the inspection in police station has been completed.



Edit with WPS Office

Date:21/09/2023 //Time: 11:00 AM at PS

Protection Guards:

* Today I know about the protection guards in police station.

* There are some protection guards use to defend struggles in bandhbast duties.

* Those guards are :

1. Helmet
2. Body jacket
3. Hand pads
4. Leg pads
5. Laty
6. Shield



Edit with WPS Office

Date:22/09/2023 //Time: 10:15 AM at PS

* A couple of people came to the police station to get protection for marriage.

* The both persons are majors hence they have a chance to get marrie.

* But there is a missing case on the girl in Il town police station. So ASI sir sent them to that police station with the permission of SHO sir.

** The police men took bandhbast duties due to custody of Ex.CM in our state.



Edit with WPS Office

Date:23/09/2023 //Time: 10:30 AM at PS

* I went to vomeravilli with vykunta sir due to call the persons regarding the pocso case.

* A case came to police station regarding to the social media that a boy uploaded uneven pics in Facebook .

* The boy uploaded the pic is about that boy and a girl. He uploaded that pic from girl's mother account of Facebook.

* Then her mother noticed that and get enquiry for that .

* She got that boy who uploaded then immediately gave a complaint against that boy in the police station.

* On 24th September I take holiday due to Ganesh immersion.



Edit with WPS Office

Date:25/09/2023 //Time:11:00 AM at Gara PS

Notice serving:

* Today I went to sachivalam to serve the notice to the VROs and other staff.

* * * * *

* I know how to respond for the VHF set from the control room.

* I observe, a family dispute came to PS and each one wants the property shares.

* I noticed a man came to PS and explained his problem with Writer sir that he lost some amount of money in an online gaming platform due to eagerness on money.



Edit with WPS Office

Date:26/09/2023 //Time:11:00 AM at Gara PS

- * Today, I write about the details in reception book with the help of WHG 622 madam.
- * I noticed that each and every case or offense details are noted down in reception register.
- * Go to Nijamabad to catch unknown suspects due to complaint from the village people.



Edit with WPS Office

Date:27/09/2023 //Time: 11:00 AM at PS

- * I know how to connect the ZOOM meeting in PS computer from PC 936.
- * I succeeded in connecting ZOOM meeting of ASP sir regarding crimes.
- * I observed that in the meeting all the police stations SHOs and CIs are attended and answer to ASP sir related to questions from ASP sir regarding crimes.

* On 28th and 29th September, I am not able to go to PS due to fever.



Edit with WPS Office

Date:30/09/2023 //Time: 11:00 AM at PS

- * 302 IPC is the most powerful section.
- * I know about what type of measures taken when couples come to police station.
- * Lastly, I recall all the things which I did before and wrote it in my notes and edited in my mobile.
- * Finally, I look at PS and thought as it gave me soo much regarding the society.



Edit with WPS Office


Observation:

I am Ch.Chakradhar, I have gotten the short term internship on 26th August, 2023 in the Police Department in Gara police station in Gara mandal, Srikakulam. In Gara police station nearly there are 30 members of staff. They do their work regularly, their behavior is in good manner and having respect to the society. I observed that there are lot of cases come to police station regularly they may be family disputes, land issues, cheating cases, death cases, accident cases and hurt cases etc but these cases are having two ways to solve them one is compromising and another one is charge FIR on that case and followup the investigation. In the investigation the police men collects the details regarding to the case and collects the proper evidences and produce them in the court infront of the Judge as the police officers are here to protect the human rights and to produce the criminals in court as the court only has those rights regarding to the punishment to the criminals for their crimes. The duties of police officers are much complicated due to the crimes, bandhobasts, rallies, struggles and fights in the society. But they are doing their job for 24/7 hrs.


Signature of the student

Conclusion:

The police duty is one of the toughest duties in our society. As these days are becoming very tough and complicated due to people and some of them don't know about law and order. We have democratic parties but we don't know about the democracy as the rulers are politicians but the real heroes are persons who protect us from others. There are somany people to develop our country but there are few people to protect the country and one of them is police. The policemen does his duty for 24/7 hrs in a respective manner. I knew about the types of cases and controlling people regarding to the law and order. I knew about collecting evidence and types of proceedings for a case and about FIR, Charge sheets and Parts-IIs for a case and i knew about duties of the respective officers and I knew about how to behave with others from Police station. All is the police officers in police station would kindly cooperate to me in getting the internship training neatly. They helped a lot to giving me the information regarding the society and investigation. So I really thank them for their support.


signature of the student

7. Photos :-



With ASI sir



In computer room,
Gara PS.



At PC sir



At Assistant writer sir

Night Beats:-



DIET college, Srikulam

Gara temple



Srikurman temple



Srikurman Jn



On CSP road at Srikurman Jn



Cautioning for night driving.



At Bank Atax On CSP road




Temple En salihundam road line



On CSP road Bike checking

Improvements:

I have gotten my short term internship in the department of police in Gara police station in Gara mandal, Srikakulam. I learn a lot of things from this internship due to the cooperation of all police officers in Gara police station. I improved my way of talking towards the society and some enquiries also. I learn how to improve my way of thinking for difficult problems and I believe this internship is gift to me for acquiring knowledge and knowing how to behave at others like elders and old people etc. I improved my time management regarding to my works, writing skills and communication skills. I really thank to the police department for their kindly support towards my internship.

eh. 
signature of the students

Student Self Evaluation of the Short-Term Internship

Student Name: Chinthalak Chakradhar Registration No:

Term of Internship: SHORT From: 26.08.2023 To: 30.09.2023

Date of Evaluation: 23.10.2023

Organization Name & Address: police department, Gara PS, Gara, SKM.

Please rate your performance in the following areas:

Rating Scale: Letter grade of CGPA calculation to be provided

1	Oral communication	1	2	3	4✓	5
2	Written communication	1	2	3	4✓	5
3	Proactiveness	1	2	3	4	5✓
4	Interaction ability with community	1	2	3	4	5✓
5	Positive Attitude	1	2	3	4✓	5
6	Self-confidence	1	2	3	4	5✓
7	Ability to learn	1	2	3	4	5✓
8	Work Plan and organization	1	2	3	4	5✓
9	Professionalism	1	2	3	4✓	5
10	Creativity	1	2	3	4✓	5
11	Quality of work done	1	2	3	4	5✓
12	Time Management	1	2	3	4	5✓
13	Understanding the Community	1	2	3	4	5✓
14	Achievement of Desired Outcomes	1	2	3	4	5✓
15	OVERALL PERFORMANCE	1	2	3	4✓	5

Date: 23.10.2023.

Ch. Chakradhar
Signature of the Student

Evaluation by the Supervisor of the Intern Organization

Student Name: Chinthala Chakradhar Registration No: 212200105292
Term of Internship: Short From: 26.08.2023 To: 30.09.2023
Date of Evaluation: 29.10.2023
Organization Name & Address: Gara police station, Garamandal, Srikakulam.
Name & Address of the Supervisor N. Kameswara Rao Inspector of police
with Mobile Number 6309990846.

Please rate the student's performance in the following areas:

Please note that your evaluation shall be done independent of the Student's self-evaluation

Rating Scale: 1 is lowest and 5 is highest rank

1	Oral communication	1	2	3	4✓	5
2	Written communication	1	2	3✓	4	5
3	Proactiveness	1	2	3	4✓	5
4	Interaction ability with community	1	2	3	4✓	5
5	Positive Attitude	1	2	3✓	4	5
6	Self-confidence	1	2	3	4✓	5
7	Ability to learn	1	2	3	4✓	5
8	Work Plan and organization	1	2	3	4✓	5
9	Professionalism	1	2	3✓	4	5
10	Creativity	1	2	3✓	4	5
11	Quality of work done	1	2	3✓	4	5
12	Time Management	1	2	3✓	4	5
13	Understanding the Community	1	2	3	4✓	5
14	Achievement of Desired Outcomes	1	2	3	4✓	5
15	OVERALL PERFORMANCE	1	2	3	4✓	5

Date: 29.10.2023

N. Kameswara Rao
STATION HOUSE OFFICER
Gara PS, Srikakulam Dist.
Signature of the Supervisor

EVALUATION

Internal Evaluation for Short Term Internship

(On site/ virtual)

Objectives:

- * To integrate theory and practice.
- * To learn to appreciate work and its function towards the future.
- * To develop work habits and attitudes necessary for job success.
- * To develop communication, interpersonal and other critical skills in the future job.
- * To acquire additional skills required for the world of work.

Assessment Model:

- * There shall only be internal evaluation.
- * The Faculty Guide assigned is in-charge of the learning activities of the students and for the comprehensive and continuous assessment of the students.
- * The assessment is to be conducted for 100 marks.
- * The number of credits assigned is 4. Later the marks shall be converted into grades and grade points to include finally in the SGPA and CGPA.
- * The weightings shall be:
 - Activity Log 25marks
 - Internship Evaluation 50marks
 - Oral Presentation 25marks
- * Activity Log is the record of the day-to-day activities. The Activity Log is assessed on an individual basis, thus allowing for individual members within groups to be assessed this way. The assessment will take into consideration the individual student's involvement in the assigned work.
- * While evaluating the student's Activity Log, the following shall be considered -
 - a. The individual student's effort and commitment.
 - b. The originality and quality of the work produced by the individual student.
 - c. The student's integration and co-operation with the work assigned.
 - d. The completeness of the Activity Log.
- * The Internship Evaluation shall include the following components and based on Weekly Reports and Outcomes Description
 - a. Description of the Work Environment.
 - b. Real Time Technical Skills acquired.
 - c. Managerial Skills acquired.
 - d. Improvement of Communication Skills.
 - e. Team Dynamics.
 - f. Technological Developments recorded.

MARKS STATEMENT
(To be used by the Examiners)

INTERNAL ASSESSMENT STATEMENT

Name Of the Student: Chinthala Chakradhar -

Programme of Study:

Year of Study: 2020 - 2023

Group: BSc - MPC

Register No/H.T. No: 2100001052012

Name of the College: Govt. Degree College (MEN), Srikakulam

University: Dr. B.R. Ambedkar University, Srikakulam

Sl.No	Evaluation Criterion	Maximum Marks	Marks Awarded
1.	Activity Log	25	
2.	Internship Evaluation	50	
3.	Oral Presentation	25	
	GRAND TOTAL	100	

Date:

Signature of the Faculty Guide

Certified by

Date:

Signature of the Head of the Department/Principal

Seal:



ANDHRA PRADESH STATE COUNCIL OF HIGHER EDUCATION

(A Statutory Body of the Government of Andhra Pradesh)

2nd, 3rd, 4th and 5th floors, Neeladri Towers, Sri Ram Nagar, 6th Battalion Road

Atmakur (V) Mangalagiri (M), Guntur, Andhra Pradesh, Pin - 522 503

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