



**CONTINUOUS PROFESSIONAL  
DEVELOPMENT  
PROGRAMME**

**SHORT REFRESHER MUHARRAR  
COUERSE-2023 (3 WEEKS)**

**[Muhammad Amir Raza]**  
IRP-Legal/CLI  
Pakistan Railways Police Training  
School, Walton, LHR

**[SYED IBRAR ABBAS]**  
Principal  
Pakistan Railways Police Training  
School, Walton, LHR

**Approved by:**

**[AEDUR RAB CH.]PSP**  
Deputy Inspector General/North  
Pakistan Railways Police,  
CPO, Lahore.

# SHORT REFRESHER MUHARRAR COURSE-2023 (3 WEEKS) PAKISTAN RAILWAYS POLICE TRAINING COURSE WALTON LAHORE

<u>Modules</u>	<u>SUBJECTS</u>	<u>MARKS</u>
----------------	-----------------	--------------

### Module – 1.

- |   |   |    |
|---|---|----|
| <ul style="list-style-type: none"> <li>➤ FIR registration procedure under the direction of SHO in case of cognizable offence.</li> <li>➤ Procedure for entry of Rapit in daily diary in case of non-cognizable offence.</li> <li>➤ Responsibilities and method of writing daily diary.</li> </ul> | } | 25 |
|---|---|----|

### Module – 2.

- |   |   |    |
|---|---|----|
| <ul style="list-style-type: none"> <li>➤ Completing police station registers as muharrar.</li> <li>➤ How to prepare quarterly inspection report of police station.</li> </ul> | } | 25 |
|---|---|----|

### Module – 3.

- |  |   |    |
|--|---|----|
| <ul style="list-style-type: none"> <li>➤ Duties as conservator procedure of police station work.</li> <li>➤ Duties and responsibilities of an accountant.</li> <li>➤ Procedure for performing duties as incharge in police station in the absence of SHO.</li> <li>➤ How to take care of property of police station.</li> <li>➤ Duties of first responders.</li> </ul> | } | 25 |
|--|---|----|

### Module – 4.

- |   |   |    |
|---|---|----|
| <ul style="list-style-type: none"> <li>➤ Helping visitors how came in police station for help.</li> <li>➤ What are moral qualities a police officer must possess.</li> <li>➤ Why attitudinal change is needed in police department.</li> <li>➤ What step should be taken to eliminate bias in the police department?</li> <li>➤ Importance and necessities of character building in police officers.</li> </ul> | } | 25 |
|---|---|----|

  
**CHIEF LAW INSTRUCTOR**  
 Pakistan Railways Police  
 Training School, Walton  
 Lahore.

  
**Principal**  
 Pakistan Railways Police  
 Training School, Walton.

**Module – 5.**


- Porsecution sample and registration of FIR.
  - Qalandra Jat.
  - How to write a diary entry.
  - Preparing the para
  - How to beat money cases and money government.
- } 25

**Module –6.**

- Introduction of Computer.
  - Introduction of hardware & software.
  - Introduction of Internet & Web Browsing.
  - MS Office (Word, Power Point & Excel).
  - Inpage.
- } 50
- PT & Parade  
Viva Voce
- } 50

**Total Marks:****300****Note:**

Interview committee consists of SRP/W, Principal &amp; CLI RPTS/Walton, Lahore.

  
Principal  
Pakistan Railways Police  
Training School, Walton.

  
CHIEF LAW INSTRUCTOR  
Pakistan Railways Police  
Training School, Walton,  
Lahore.