

JOINING INSTRUCTION

1. Aim: Joining instruction is issued to apprise the trainees to take action prior to reporting for the course and during the course.

2. Location: Signal training school is located at Shivpuri (MP) on National Highway No. 3 (Agra-Bombay Road). The distance from Gwalior railway station is 114 Kms and from Jhansi is 98 Kms. The camp is 3 Kms away from Shivpuri Bus stand on Agra Bombay Road opposite to Tarun Hotel.

3. Address of Signal Trg School: Dy Inspector General, Signal Trg School, Po- Shivpuri, Distt- Shivpuri (MP) PIN- 473551, Ph - 07492 - 223304 and Fax—07492 - 223070.

4. How to reach at Signal Trg School: Gwalior is connected with Air, Rail and Road. Shivpuri is also connected with Rail and Road. Bus service from Jhansi to Shivpuri is available up to 1800 hrs where as from Gwalior to Shivpuri is available up to 2200 hrs.

5. Climate: The climatic conditions of Shivpuri are as under :-

i) March to June	-	Hot summer.
ii) July to August	-	Moderate rains .
iii) September to Nov.	-	Pleasant.
iv) December to March	-	Cold

6. Reporting:- All training should report signal training school two days prior to the commencement of the course.

7. Discipline: - A high standard of discipline is to be maintained by each trainee.

8. Accommodations: - Messing and accommodation is sufficiently accommodated.

9. Medical: - A medical fitness certificate from unit hospital will be carried with by each trainee along with their medical records of inoculation and vaccination.

10. Bedding and utensils: Trainees should be equipped with sufficient items.

11. Clothing:-All trainees attending long term course i.e. course more than three months will bring web equipments. Trainees on short course will bring clothing and uniform essential to attend P.T, Parade, training classes and games regularly.

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12. Equipment: trainees coming for various courses should be in possession of following equipments:-

SI No	Name of Course	Equipments Required
1	Basic Signal Man Course	Multi-meter, soldering iron - 25 watt, Cramping tool and screw driver set.
2	Basic Telecommunication Course	Multi-meter, soldering iron-25 watt computer key board, cramping tool and screw driver set
3	Junior Telecom course	Multi-meter soldering iron-25 watt, Cramping tool and screw driver set
4	Senior Telecom Course	Multi-meter, soldering iron-25 watt, Cramping tool and screw driver set
5	Basic Senior Telecom Course	Multi-meter, soldering iron-25 watt computer key board, Cramping tool and screw driver set
6	Computer Networking & Hardware	Cramping tool and screw driver set
7	Computer Fundamental Course	Computer Key Board.

13. Identity card:- All trainees will ensure the possession of their identity card before coming for the course.

15. Leave: - Generally, no leave will be granted to any trainee during the training period except on extreme compassionate grounds .

16. Pre Training: The trainees coming for foundation course must be imparted pre training.

17. Pay and Allowances:- Pay and allowances of trainees should be disbursed from their parent unit .

18. General:-

- i) Trainees should be in possession of sufficient writing materials.
- ii) Trainees should not carry personal vehicles (car/ bike), jewelry, ornaments, costly watches and costly smart phones etc. but they may use Lap-Top for learning purposes only.
- iii) Liquor, cigrates, tobaccos and other intoxicants should not be consumed during the course.
- iv) Monthly test is conducted at the end of every four weeks failing in which trainees are liable to be in-disciplinary action under ITBP Force Act & Rule.
- v) All Courses at Signal Training School are generally indoor courses but trainees are also sent for outdoor training on Short Range Communication Exercise/ Long Range Communication Exercise.
- vi) Trainees are not permitted to bring their families for the course and family permission / out living will not be granted at any cost.

vii) The trainees are permitted to visit market on Sunday/Holiday with proper day out pass which will be issued by the training officer for a specific duration. Absenting from class / barracks without prior permission of competent authority on any day is an indisciplin act.