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DIRECTOR'S DESK



Shri. B. PRADEEP,
Director, APCA, Vellore.

Lifestyle Management for Prison Officers : A Foundation for Professional Excellence

Introduction

Prison Officers perform a vital and challenging role in maintaining discipline, security and rehabilitation within correctional Institutions. Their responsibilities demand constant alertness, emotional balance and professional commitment. Long and irregular working hours, shift duties, high-risk environments and frequent exposure to stressful situations can significantly impact the physical, mental and emotional-well-being of Prison Personnel. In such a demanding professional setting, effective lifestyle management is not merely desirable but essential.

A well-structured and disciplined lifestyle enables prison officers to sustain good health, enhance work efficiency and maintain emotional stability. Proper lifestyle management strengthens resilience, builds confidence and supports professionalism, thereby enabling officers to discharge their duties with greater effectiveness and composure.

Physical Health and Fitness

Physical Health and fitness form the cornerstone of an efficient and dependable prison officer. The nature of correctional duties require endurance, agility, alertness and the ability to respond swiftly to emerging situations. However, irregular duty schedules, occupational stress and demanding work conditions often lead to the neglect of personal health if not consciously addressed.

Regular physical exercise, a balanced and nutrition diet, adequate hydration and sufficient rest are essential to maintaining stamina and preventing lifestyle related illness. Simple effective practices such as yoga, walking, stretching exercises and basic fitness routines can be easily incorporated into daily life, even within the constraints of a busy work schedule.

Maintaining sound health ensures that Prison officers remain energetic, active and capable of meeting the physical and operational challenges inherent in correctional administration. A fit body not only enhance work performance but also contributes to mental clarity and emotional balance, which are indispensable qualities for professionals entrusted with correctional responsibilities

Work–Life Balance in Prison Service

Maintaining a healthy work-life balance is particularly challenging in the prison service due to shift duties, emergencies and the demanding nature of correctional work. However, achieving a reasonable balance between professional responsibilities and personal life is essential for long-term well-being and job satisfaction. Adequate time for family, rest, recreation and personal interests help to reduce occupational stress and prevents burnout. Prison officers who maintain a balanced life are better equipped to manage pressure, demonstrate patience and make sound decisions in complex situations.

Time Management and Professional Discipline

Effective time management is a key component of professional discipline in correctional administration. Prison officers are required to handle multiple responsibilities simultaneously, often under strict timelines – proper planning, prioritization of tasks, punctuality and adherence to institutional procedures enhance efficiency and reduce avoidable stress. Professional discipline reflected through orderly conduct, respect for rules and accountability strengthens institutional functions and sets a positive example for subordinates and inmates alike.

Healthy Habits and Ethical Living

Healthy habits such as regular exercise, balanced nutrition, adequate sleep and avoidance of harmful-mental well-being. Ethical living, positive attitude and respect for self and others strengthen character and professionalism. Engaging in constructive activities such as reading, skill development and community involvement contributes to personal growth and moral strength.

Organizational Role and Support Systems

While individual effort is vital, the role of the organization in promoting a healthy lifestyle cannot be overlooked. Correctional institutions must provide supportive system such as access to healthcare facilities, counseling and welfare measure. A supportive organizational environment enhances morale, teamwork and overall institutional environment.

Conclusion

Lifestyle management is a vital pillar of both professional effectiveness and personal well-being for prison officers. A healthy and disciplined prison officer is better positioned to uphold institutional discipline, ensure security and contribute meaningfully to the rehabilitative goals of correctional administration. Effective lifestyle management extends benefits beyond the individual officers. It fosters a positive work culture, reduces occupational stress and burnout and strengthens team work and leadership within correctional institutions. Ultimately, it contributes to the creation of a more safer, more humane and efficient correctional systems, aligning individual well-being with the broader rehabilitative and reformative objectives of correctional administration.

DEPUTY DIRECTOR'S DESK



Dr. P. GOVINDARAJAN,
Deputy Director, APCA, Vellore.

Time Management for Prison Officers

There is a wise saying, "Time and tide wait for none." This statement holds profound relevance in every profession, especially in disciplined services like prison administration. For prison officers, time is not merely a measure of hours and minutes but a crucial factor that directly affects security, efficiency, and institutional discipline.

The importance of time is emphasized by the well-known maxim : "A stitch in time saves nine." This saying highlights that timely action prevents greater

problems in the future. In prison management, delayed decisions or negligence in routine duties can lead to serious consequences. Timely inspections, roll calls, documentation, and supervision help prevent security lapses and maintain order within the institution.

If one fails to understand the true value of time, the loss can be irreparable. A soldier who loses a horse may lose a battle; similarly, a prison officer who wastes time may compromise safety and discipline. Time once lost can never be recovered. Therefore, every moment during duty hours must be used productively and responsibly.

Planning plays a vital role in success. A planned approach is the road to success. Proper planning of daily duties, shift schedules, inspections, escorts, and administrative work enables officers to perform their responsibilities smoothly. Without planning, even simple tasks become burdensome, leading to stress and inefficiency.

For every success, tasks must be completed within the stipulated time. In prison administration, incomplete or delayed work affects the entire system. Whether it is submitting reports, conducting searches, or implementing rehabilitation programs, timely completion of tasks ensures coordination and institutional harmony.

While most resources can be manipulated or adjusted, time has no elasticity. Manpower, materials, and finances may be rearranged, but time cannot be stretched or stored. Once it passes, it is gone forever. This makes time the most precious and non-renewable resource for prison officers. To solve the in-elasticity of time a prudent method can be adopted that is multi tasking, by way of work allocation and self governance.

We need to handle the problem of both the genders, the real reason behind the pursuit of excellence and empowerment, including the progress of women in society, is effective use of time. Time management enables officers—men and women alike—to balance professional duties, personal growth, and family responsibilities. Proper utilization of time leads to confidence, competence, and leadership development.

To truly understand the value of time, we must ask the right questions. Ask a student who is preparing for an examination, a worker before a deadline, a patient waiting for treatment, or a prison officer during an emergency. Why not the publisher of a periodical. Their answers will reveal how invaluable time really is.

In conclusion, time management is an essential professional skill for prison officers. By respecting time, planning duties effectively, completing tasks punctually, and understanding its irreplaceable nature, officers can enhance institutional efficiency, ensure safety, and achieve professional excellence. Time, when managed wisely, becomes the foundation of discipline, and success in service. So, have a Dip in the River of time, silently passing by, to get a vibrant energy to make this a memorable Day.

Completing tasks punctually, and understanding its irreplaceable nature, officers can enhance institutional efficiency, ensure safety, and achieve professional excellence. Time, when managed wisely, becomes the foundation of discipline, and success in service. So, have a Dip in the River of time, silently passing by, to get a vibrant energy to make this a memorable Day.

ARTICLE ON PRISON AND CORRECTIONAL ADMINISTRATION

Dr. A. MATHAN RAJ,

Professor in Criminology

Prisons have long been viewed primarily as institutions of custody and control. Over time, however, it has become evident that punishment one cannot address the deeper roots of criminal behaviour. A large proportion of individuals entering prisons carry psychological burdens—trauma, addiction, emotional neglect, poor impulse control, unresolved stress, and prolonged social exclusion. In such circumstances, incarceration without psychological intervention often reinforces, rather than reforms, criminal behaviour. It is in this context that rehabilitation psychology emerges not as a luxury, but as a necessity within the correctional system.

Rehabilitation psychology focuses on helping individuals regain psychological balance, develop adaptive behaviour, and reintegrate meaningfully into society. From a prison perspective, it shifts the focus from merely managing offenders to correcting behaviour through an understanding of the human

mind. This approach resonates strongly with India's correctional philosophy, particularly as articulated in the Model Prison Manual, 2016, which places reformation and rehabilitation at the centre of imprisonment.

Why Rehabilitation Psychology Matters in Prisons

Prison life often intensifies existing mental health issues. Depression, anxiety, anger, substance dependence, emotional instability, and suicidal tendencies are commonly observed among inmates. Overcrowding, prolonged undertrial detention, separation from family, loss of autonomy, and uncertainty regarding release further aggravate psychological distress. For many prisoners, incarceration becomes a period of emotional stagnation rather than correction.

When psychological issues remain unaddressed, rehabilitation efforts tend to be superficial, limited to routine work or participation in programs without internal change. Such an approach fails to break the cycle of offending and increases the likelihood of reoffending. Rehabilitation psychology fills this gap by offering structured interventions that help prisoners understand their behaviour, regulate emotions, and acquire coping and life skills. Most importantly, it treats prisoners as individuals capable of change—a belief fundamental to any humane and effective correctional system.

The Critical Need for Psychologists and Counsellors

One of the most significant gaps in Indian prisons is the shortage of professionally trained psychologists and counsellors. While welfare officers and prison staff perform multiple roles, psychological intervention requires specialized academic training, clinical skills, and ethical competence.

Psychologists in prisons can conduct mental health assessments, provide individual and group counselling for anger, addiction, trauma, and stress, design behavioural intervention programs, support prison staff in managing difficult behaviour, and assist in pre-release preparation and reintegration planning. International standards strongly emphasize this requirement. The United Nations Standard Minimum Rules for the Treatment of Prisoners (Nelson Mandela Rules, 2015) clearly state that prisoners must have access to qualified mental health professionals and that psychological care is an

essential component of prison administration, not an optional welfare service. The World Health Organization (WHO) similarly recognizes prisons as high-risk environments requiring structured mental health-care.

Without trained psychologists and counsellors, rehabilitation remains fragmented, reactive, and dependent on isolated initiatives rather than sustained therapeutic engagement.

Implementing Rehabilitation Psychology in Indian Prisons

Rehabilitation psychology does not require prisons to become hospitals or therapy centres. Instead, it involves embedding psychological principles into routine correctional practices.

First, psychological screening and counselling should be institutionalized at key stages—on admission, during incarceration, and prior to release. Even brief but regular counselling can help prevent self-harm, reduce aggression, and motivate behavioural change.

Second, group-based interventions such as anger management, de-addiction counselling, and life-skills training can be effectively implemented within existing prison frameworks. These interventions are particularly suitable in the Indian context, where peer influence and shared experiences strongly shape behaviour.

Third, education and vocational training must be viewed through a psychological lens. Skill acquisition, prison industries, literacy programs, and certification courses enhance self-esteem, self-efficacy, and a sense of purpose—key psychological drivers of rehabilitation.

Fourth, family contact and social reintegration play a vital role. Open interviews, family counselling, and NGO-supported reintegration reduce emotional distress and strengthen social bonds. Strong family support often becomes the most powerful incentive for reform.

Evaluation of Rehabilitation Psychology Interventions

For rehabilitation psychology to be meaningful, it must be accompanied by systematic valuation mechanisms. Evaluation helps move rehabilitation from intention to measurable outcome.

Key indicators include reduced incidents of violence and self-harm within prisons, improved disciplinary

behaviour, participation and completion rates in counseling and rehabilitation programs, and psychological assessments conducted at different stages of custody. Post-release indicators such as reduced recidivism, employment, and social adjustment also provide valuable feedback. Internationally, the United Nations Office on Drugs and Crime (UNODC) emphasizes evidence-based rehabilitation and continuous assessment, a practice that Indian prisons can increasingly adopt.

Limitations Faced by Prison Officers

Correctional officers play a crucial role in rehabilitation, but it is important to recognize their limitations. Prison officers are primarily responsible for safety, security, discipline, and order. Managing overcrowding, emergencies, and institutional risks is demanding and often leaves limited scope for therapeutic engagement.

Expecting prison officers to perform psychological rehabilitation without professional training places an unrealistic burden on them. While officers can be sensitized to mental health issues and trained to identify distress, therapeutic intervention requires specialized expertise and ethical safeguards. This underlines the need for a clear division of roles—where prison officers ensure security and discipline, and trained psychologists and counsellors handle psychological rehabilitation. Such role clarity strengthens, rather than weakens, the correctional system.

Indian Context : Policy and Practice

India has a strong policy foundation. The Model Prison Manual, 2016 explicitly provides for psychological services, counselling, and individualized correctional planning. Almost all the Prisons in India have introduced counselling, yoga, meditation, vocational training, and NGO partnerships with encouraging results. What is now required is systematic integration of rehabilitation psychology such as sanctioned posts for psychologists and counsellors, structured programs, standardized evaluation tools, staff training, and post-release follow-up.

Conclusion

Rehabilitation psychology strengthens the correctional system by addressing the root causes of offending behaviour. While prison officers remain the backbone of safety and security, professionally

trained psychologists and counsellors are essential to deliver therapeutic and rehabilitative interventions. Correction begins in the mind. When prisons commit to healing the mind through structured, evaluated, and humane approaches, they move closer to their true purpose - not mere confinement, but transformation.

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COURSE SAND PROGRAMME SCOND UCTEDDURING OCTOBER – DECEMBER 2025

Convocation of the 33rd Batch of the Nine - Month Basic Training Course for Prison Officers



Dr.V.S.Kanchana Bhaskaran, VC of VIT, presenting certificate and medal to Sri. Anoop T.S.Asst. Superintendent (Grade-I) from Kerala, for being the Best All - Rounder and Best in Subjects. Sri.B. Pradeep, Director, APCA; Dr.P.Govindarajan, Deputy Director and Professors are seen in the photo.

The convocation ceremony of the 33rd Batch of the Nine-Month Basic Training Course for Prison Officers was held on 18 October 2025 at the Academy of Prisons and Correctional Administration (APCA), Vellore. Dr. V. S. Kanchana Bhaskaran, Vice-Chancellor of Vellore Institute of Technology, graced the occasion as the Chief Guest and delivered the Convocation Address. Sri B. Pradeep, Director, APCA, presided over the function and honoured the

Chief Guest with a shawl and memento. The programme began with a warm welcome address by Dr. P. Govindarajan, Deputy Director, APCA. Felicitation was offered by Prof. (Dr.) A. Mathan Raj, followed by the presentation of the Course Report by Prof. (Dr.) T. H. Ansar. The ceremony concluded with a formal vote of thanks proposed by Prof. (Dr.) Beulah Emmanuel, APCA.

A total of 11 prison officers participated in the batch, including 7 Assistant Superintendents (Grade-I) from Kerala; 2 Assistant Jailors from Tamil Nadu; 1 Assistant Superintendent from Karnataka and 1 Deputy Jailor from Telangana.

Sri. Anoop, T.S, Asst. Superintendent (Grade-I) from Kerala, was awarded the Best All-Rounder and Best in Subjects Medal. Sri. Harikrishnan G, Asst. Superintendent (Grade-I) from Kerala, received the Best in Outdoor Medal, and, Sri. Sreedhu G.S, Asst. Jailor from Tamil Nadu was given a Special Appreciation Award.

Firing Exam for the 47th Batch of the Three - Month In - Service Course for Prison Officers



Sri. B. Pradeep, Director, APCA and Dr. P. Goindrajan, Deputy Director, APCA, supervised the firing exam for the 47th batch of the Three-Month In - Service Course for Prison Officers. The Out door In - charge, Musketry Instructor and staff nurse, APCA, are also seen in the picture.

The firing exam for the 47th Batch In-Service Course for prison officers was conducted on 31.10.2025. A total of 15 prison officers, holding the ranks of Assistant Jailor, and Assistant Superintendent Grade-II, attended and successfully completed firing exam. The exam was conducted under the supervision of Sri B. Pradeep, Director, APCA, with the presence of Dr. P. Govindarajan, Deputy Director and Prof.R.Kanagaraj, Outdoor In-Charge; Sri. M. Devendiran, PT Instructor; and Sri Jaykumar, MI and staff nurse, APCA, Vellore.

Three - Day Short - Term Course on "Skill Development & Educational Programmes in Prisons"

The Academy organized a Short-Term Course on "Skill Development and Educational Programmes in Prisons" sponsored by the Bureau of Police Research & Development, New Delhi.

The Course was conducted from 28.10.2025 to 30.10.2025. Sri. B. Pradeep, Director, APCA, was the Chief Guest and delivered Inaugural address. Dr. P. Govindarajan, Deputy Director, APCA, delivered the welcome address and Prof. (Dr.)T.H. Ansar proposed the formal vote of thanks..



Sri. B. Pradeep, Director, APCA, chief Guest of the programme, Inaugurated the 3-days Short Term Course on "Skill Development and Educational Programmes in Prisons" along with Dr. P. Govindarajan, Deputy Director, APCA; Professors and participant.

A total of 23 prison officers, including Superintendents, Assistant Superintendents, Welfare Officer (Grade-II), Jailors, Deputy Jailor and Assistant Jailors, from the states of Tamil Nadu, Keraka, Karnataka and Nagaland, participated in the course.

The course included sessions on Philosopy and Objectives of Educational Programmes & Skill Development; Educational Programmes in Prisons : Role of Open Schooling and Distance Education Centres; Role of Skills in Transforming Prisoners Mindset and Personality; Certification and Recongnition of Skills Acquired by Inmates in Prisons & Government Schemes and Institutional Support for Skill Centres; Work-Life in Prison: Comparison and Need for Productive Engagement of Prisoners; Rehabilitation and Reintegration of Prisoners into Society without any Stigma; Best Practices and Models in Prison Skill Development: A Case Study on the Industrial Activities in Vellore Prison; Field Visit and Group Presentation on Skill Development Practices; Imparting Demand-driven and Market-

oriented Skill to Prisoners for Gainful Employment; Establishment of Skill Development-cum- Producton Centres in Prisons.

Dr. S. Prabu Shankar, Associate Prof., Dept. Of Education, Institute of Advanced Study in Education(Auto), Chennai; Dr. C.R. Sundara Rajan, DD, CSRD&RS, VIT, Vellore; Sri. G. Shanmuga Sundaram, DIG of Prisons, Vellore Range, Vellore; Sri. C. Anbumalar, Vice Chairman, P.A. Footwear Ltd, Ranipet; Sri. M. Sampath, DIG of Prisons, Telangana were the resource persons in the programme.

Commencement of 35th Batch Nine - Month Basic Training Course for Prison Officers

Training of the 33rd Batch Nine-Month Basic Training Course for Prison Officers commenced on 30.10.2025. As many as 7 officers (5 Deputy Superintendents from Telangana and 2 Asstant Superintendents Grade-I from Kerala) have joined the course.

Convocation of the 47th Batch of the Three-Month In-service Training Course for Prison Officers



Dr. P. Prathap Kumar, MD,DPH, City Health Officer, Vellore, presented the Best All Rounder medal and certificate to Smt. Deepa K.P, Assistant Superintendent, Grade-II, Kerala. Sri. B. Pradeep, Director, APCA; Dr. P. Govindrajan, Deputy Director, APCA and Professors are seen in the picture.

The convocation of the 47th Batch of the Three-Month In-Service Training Course for prison officers was held on 10.11.2025 at APCA. Dr. P. Prathap Kumar, MD.,DPH, City Health Officer,Vellore City Municipal Corporation, Vellore was the Chief Guest and delivered the convocation address. Sri. B. Pradeep, Director, APCA, gave the presidential address, Prof. (Dr.) A. Mathan Raj, APCA, delivered the welcome speech, while the course report was presented by Prof. (Dr.) T.H. Ansar, APCA. Prof. (Dr.) Beulah Emmanuel, APCA, proposed the formal vote of thanks.

A total of 15 prison officers successfully completed the training in this batch, comprising 8 Assistant Jailors from Karnataka, 3 Assistant Superintendents(Grade-II) from Kerala, and 5 Assistant Jailors from Tamil Nadu. Among the participants, 4 officers were women.

Smt. Deepa K.P, Assistant Superintendent, Grade-II, Kerala, was awarded the Best All-Rounder and Best in Subjects Medal. Sri. Thangavijaya kumar, Assistant Jailer, Tamil Nadu, received the Best in Outdoor Medal. Smt. Honey Mol B.M, Assistant Superintendent, Grade-II, Kerala, received Best in Prison and Correctional Administration Medal and Sri. Nagaraju S.S, Assistant Jailer, Karnataka, was given a Special Appreciation Award.

Study Tour of the 34th Batch of the Nine-Month Basic Training Course Officers



The Trainee officers of the 34th Batch of the Nine-Month Basic Course visited the Head Quarters of Assam Rifles at Shillong Meghalaya and called on the Director General of Assam Rifles Lt Gen Vikas Lakhera, during the study tour.



Central Jail, Agra with Senior Superintendent Sri. O.P Kathiyar.

The trainee officers of the 34th Batch of the nine-month Basic Training Course for Prison Officers has a 15days study tour scheduled from 11.11.2025 to 27. 11.2025. The team visited Central jails, District jails, and Open jails in Kolkatta, Guwahati, Nagoan, Shilong, New Delhi, Agra, Ujjain, Indore and Mumbai under the leadership of Prof.(Dr.) A.Mathan Raj, APCA, Vellore.

Five-Day Short-Term Course on "Vertical Interaction Course for Senior Officers on Principles of Prison Management and Constitutional Court Directions-An Update"

The Academy organized a Five-Day Short-Term Course on "Vertical Interaction Course for Senior Officers on Principles of Prison Management and Constitutional Court Directions - An Update" sponsored by the Bureau of Police Research & Development, New Delhi.



Sri. B. Dayananda, IPS, Chairperson, BOM of APCA and Additional DG of Prisons and Correctional Services, Karnataka, Inaugrated Five-Day Short-Term Course on Vertical Interaction for Senior Officers on Principles of Prison Management and Constitutional Court Directions – An Update". Sri. B. Pradeep, Director, APCA; Dr. P. Govindrajan, Deputy Director, APCA and Professors are seen in the photo.

The course was conducted from 18.11.2025 to 22.11. 2025. Sri. B. Dayananda, I.P.S, Chairperson, BOM of APCA and Addl. Director General of Prisons and Correctional Services, Karnataka, was the Chief Guest of the progamme and delivered the Chief Guest address. Sri B. Pradeep, Director, APCA, Vellore, gave the Presidential speech. Dr. P Govindarajan, Deputy Director, APCA, Vellore delivered the welcome address and Introduction of the course. Prof. (Dr.) Beulah Emmanuel proposed the formal vote of thanks.

A total of 21 prison officers, including DIG, Principal, Superintendents, Deputy Superintendents, Assistant Superintendents, Jailors from the state of Tamil Nadu, Telangana, Andhra Pradesh, Karnataka and Kerala, participated in the course.

The course included sessions on ice-breaking and Course Objectives, Detailed Introduction of the participants; Models of Prison Management & International Framework of Prison Administration; Building Positive Attitude; Constitutional Provisions Relating to Human Rights in Prison, Administration & Human Rights Principles of Prison Management; Landmark Judgement of Honorable Supreme Court relating to Human Rights in prison, recent Judgements of Honorable Supreme Court Relating to Human Rights in prison; Impact of Imprisonment & Prison Sub-Culture; women Prisoners and their accompanied children; The role of Technology in Prison Management; Prisoners Contact with Family & Temporary release of Prisoners; Prison Staff and their Rights & Changes and Challenges before Prison Administration; Best Practices in Prison in India; Best Practices- Discussion & Presentation by the participants.

Prof. Dr. Beulah Emmanuel; Sri. M. Somasekhar, DIG of Prisons, Karnataka; Dr. P. Govindarajan, Deputy Director, APCA, Vellore; Sri. David Suthan, Change Consultant, Vibrant, Chennai; State Human Rights Commission, Chennai; Sri. R. Kanagaraj, I.G. of Prisons, Tamil Nadu; Dr. Syed, VIT, Vellore; Smt. Jayabharathy, DIG, Prisons, Coimbatore; Dr. R.A.. Saravanagaru, Prof., Department of Information Security, VIT, Vellore; Dr. Johann and Team, Health soch Academy(HAS), Vellore; Dr. M. Vara Prasad, DIG of Prisons, AP & Dr. Upneet Lalli, Head Coordinator, Training and Research, ICA, Chandigarh were the resource persons in the programme.

Inauguration of the 8th Batch of the Three-Month Basic Course for Probation Officers



The 8th Batch of the Three-Month Basic Course for Probation Officers commenced on 28 November 2025 with a traditional lighting of the lamp ceremony, marking an auspicious beginning to the training programme. The ceremony was graced by Sri B. Pradeep, Director, APCA, who inaugurated the course and delivered the inaugural address, emphasizing the vital role of Probation Officers in the criminal justice system and the importance of professional training.

Dr. P. Govindarajan, Deputy Director, APCA, Vellore, extended a warm welcome to the dignitaries and trainees through his welcome address. The course structure, objectives, and training methodology were formally introduced by Prof. (Dr.) Beulah Emmanuel, Training In-charge, who also proposed the vote of thanks, expressing gratitude to the administration, faculty members, and trainees for their participation and support.

The batch comprises a total of 17 Probation Officers, with 8 officers from Tamil Nadu and 9 officers from Telangana.

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Editor In Charge : Dr. Geeta D Dhiwar, Librarian, APCA.

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