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No.57/16/2015-Trg.II/FC/BPR&D  
Government of India  
Ministry of Home Affairs  
Bureau of Police Research & Development  
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Block 11, 3/4 Floor  
CGO Complex, Lodhi Road  
New Delhi - 110 003  
Dated: 3/7/2015

To

1. DsGP of all States/UTs
2. DG -NIA/NCB
3. Directors - CBI/SVP NPA, Hyderabad/NEPA

Sub: ATA - 11298, Introduction to Digital Forensic and Investigation Course  
to be held from Nov. 23<sup>rd</sup> to Dec. 04<sup>th</sup>, 2015 (12 days) - Nomination reg.

Sir,

This is to inform that the US Embassy has offered, "ATA - 11298, Introduction to Digital Forensic and Investigation Course" to be organised from Nov. 23<sup>rd</sup> to Dec. 04<sup>th</sup>, 2015 at North Eastern Police Academy, Meghalaya where ATA - 11297, Identification and Seizure of Digital Evidence, Course will also be held from Oct. 26<sup>th</sup> to Nov. 03<sup>rd</sup>, 2015.

Course Description and Objectives:

2. This two week course is designed to enhance the abilities of digital forensics in an effort to establish a law enforcement presence in the technological area. The course provides participants with an understanding of the process of identifying evidence on digital media pertinent to a live case. At the conclusion of the course participants will have - demonstrated the ability to properly seize digital evidence; create a forensically sound image of digital media consistent with industry best practices; use a hash set to identify known trusted and malicious files; search digital evidence for changes in file extensions; perform keyword searches; analyse artifacts common to the Windows operating system, internet artifacts, artifacts from RAM image, digital evidence using file system functions; identify emerging trends in cyber terrorism; describe the process for imaging devices that use non-standard disk configurations and describe how human rights principles apply to digital forensics and investigations. Training hours are 8:00 a.m. to 5:00 p.m. Monday through Friday. However, these hours may be adjusted depending on local customs. Course attire is business dress for the course opening and graduation. Business casual dress is appropriate at all other times unless otherwise specified due to the nature of the course.

NO. CA-ADG-K-2 (2/11/15)

PARTICIPANT CRITERIA:

3. Eligibility criteria - 12 mid-level computer crime managers and investigative personnel responsible for responding to and investigating all aspects of computer related crime, including acts of cyber terrorism. Participants must have prior experience of conducting criminal investigations as well as a basic understanding of operating a computer in a DOS and a Windows environment in English. Participants must have attended the ATA Cyber Identification and Seizure of Digital Evidence (ISDE) course. They may be from rank of Inspector to DIG.



4. US Government, Department policy prohibits personnel assigned to an intelligence agency or military unit from participating in any ATA training /activity. Personnel assigned to an intelligence unit within a law enforcement function are acceptable. DS/T/ATA policy requires course participants to attend the entire course. The training value diminishes if a participant is required to perform his/her daily operational duties while attending this course. Participants who miss any module, for whatever reason, may not be allowed to return to finish the course. ATA programs adhere to the "train-the-trainer" methodology and all are encouraged to nominate trainers and /or instructors as participants. Officers selected for this course should remain in their positions for a minimum of two years.
5. The Course will be taught in English and all course material will be in English.
6. The nominated officer should be clear from vigilance angle.
7. Nominating police authorities should nominate candidate with appropriate skill and work background who will actually utilize this training as course participants. They should be holding the rank from **Inspector to Dy. Inspector General of Police**. It is requested to forward the **full name (no abbreviation), rank, date & place of birth, designation, current place of working/posting, foreign training in ATA Courses earlier (if any) and Contact No. of each participant selected for this course.**
8. No direct application will be entertained.
9. It is requested that nomination of two eligible and willing officers (one main & one reserve) in the rank of **Inspector to DIG** as per their details (enclosed Annexure-1) for the aforesaid training course may please be forwarded to this office latest by **30<sup>th</sup> Sept., 2015** through their respective Home Department/proper channel.
10. This has the approval of Director (Trg.), BPR&D.

Yours faithfully,

(Abhay)  
Director (Trg.)  
Fax: 011-24365007



## BIO DATA PROFORMA

1. Name (Full Name no **abbreviation**) :
2. Gender :
3. Designation /Rank with Address :
4. Date Of Birth :
5. Place of Birth :
6. Date Of joining in Police service :
7. Educational Qualification :
8. Present place of Posting with Profile :
9. Official Passport if any :
10. Official Passport (valid/ expired) :
11. Address (Permanent) :
12. Address (Present) :
13. Telephone Number :
  - a. Office :-
  - b. Residence:-
  - c. Mobile No :-
  - d. Fax No :-
  - e. E-mail address :-
14. Details of ATA Course attended earlier :  
(In India & abroad)

(Signature)