



**STUDY PROGRAM FOR BASIC POLICE  
EDUCATION "GENERAL PATROL"**

**ACADEMY OF SECURITY  
PROFESSIONAL POLICE  
TRAINING COLLEGE**

2022-2023

Nr.18



**GENERAL DIRECTORATE OF STATE POLICE  
ACADEMY OF SECURITY  
PROFESSIONAL POLICE TRAINING COLLEGE**

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**MIRATOI**  
**Directory**  
**Leader Mithat TOLA (Msc.Ing)**

**STUDY PROGRAM FOR BASIC POLICE EDUCATION**  
**"GENERAL PATROL"**  
**Part III**  
**(The syllabuses)**

**HEADS OF DEPARTMENTS:**

General Police Department  
**Director Kostandin NAÇO**

Department of Professional Training  
**Commissary Jonuz HAKRAMA**

Police Survival Department  
**Commissary Çlirim NELA**

Field Training Sector  
**Chief Commissary Fisnik ZICISHTI**



## CURRICULUM SUBJECT SYLLABUS 2022 – 2023

### **Introduction.**

We will enable the realization of the purpose and objectives of the study program of the Professional College of Police Training for public order and security with the development of a series of subjects, which are represented by syllabi as a summary or substantial part of the curriculum of each subject . More specifically, the syllabi for two main groups of subjects are presented: for the subjects and modules categorized in the "General Training" group, as well as for the "Professional Training" subjects and modules.

- a. The subjects and modules that belong to the general university education, as the group of teaching disciplines that give a general character to the study program, in the teaching-academic plan consist of 5 subjects and occupy about 50% of the total number.
- b. Vocational training subjects, as a group of teaching disciplines that give a special character to the entire study program, in the teaching-academic plan, consist of 4 subjects as well as professional practice at the end of the academic year, which together account for about 50% of the total number.

These syllabuses reflect the data related to the content of the course, its teaching load (lectures, seminars, practical work, etc.), the organization of training activities and the requirements for the preparation of the course (attendance, exam preparation, professional practice, etc.), the expected professional knowledge, skills and competences, the recommended literature, as well as the way of evaluating students.

### **SYLLABUS OF GENERAL EDUCATION SUBJECTS**

#### **"General Education" subjects and modules**

The general training subjects, as the group of teaching disciplines aimed at the general training of police officers of the basic role of the "General Patrol" profile, in the teaching-academic plan, consist of 5 subjects and occupy about 50% of the total number of the subjects it contains. Meanwhile, ECTS credits are as much as 23.33% of the credits of the entire study program of the Higher Professional College for public order and security. On the other hand, the amount of hours determined for general education courses is 350 hours, or about 22.58% of the total hours of the entire academic year of studies. More concret:

1. Police legislation;
2. Legal knowledge
3. Knowledge of Sociology/Psychology/Communication;
4. Foreign Language;
5. Informatics;

# SYLLABUS OF GENERAL EDUCATION SUBJECTS

## "GENERAL PATROL" PROGRAM

### SUBJECT: General Policing

<b>Title of the subject:</b>		<b>Msc. Kostandin NAÇO</b>				
<b>Subject teacher:</b>		<b>Staff - General Police Department</b>				
<b>Load:</b>	<b>ECTS</b>	Lessons in the auditorium			Individual preparations /Study	Total
		Lesson	Seminar	Practice		
	23 (total)	286 hour	83 hour	48 hour	158 hour	575
Subject typology		Characterized				
Academic year/Semester when the course takes place		Course XVII				
Subject type		Obligatory				
Study program		Basic police training for General Patrol - General Policing.				
Subject code		Basic Police training				
E-mail address of the subject holder/Lector		<a href="mailto:kostandin.naco@asp.gov.al">kostandin.naco@asp.gov.al</a>				

### SUMMARY AND LEARNING OUTCOMES

<b>Description of the subject</b>	<ul style="list-style-type: none"> <li>• It is a subject of a theoretical-practical character that is developed with the students of the "General Patrol" course to receive basic police education, to know police legislation in the Legal, Sociological, Police services for Public Safety, Road, Prevention of Crimes and Border and Migration Police.</li> <li>• The subject offers education that will form and develop disciplined police officers, with full professional knowledge and skills, capable of serving the community, to guarantee public order and security, while simultaneously recognizing and respecting basic human rights and freedoms, based on the principles of democratic policing.</li> <li>• The course deals with topics related to the powers of the Order, Criminal, Road, Border and Migration Police, which are mainly related to the legislation that assigns tasks to the "General Patrol", in the State Police, as well as topics related to the operation of these services.</li> <li>• Explains the principles of the State Police regarding harassment, racism, discrimination against gender or ethnic bias of any kind, information procedures and possible disciplinary actions that must be taken according to the principles and procedure of the State Police, reflected in the State Police Regulations.</li> <li>• The subject explains the obligations of the police according to the law of the State Police,</li> </ul>
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	<p>as well as the duties and rights according to the Code of Criminal Procedure (C.Pr.P).</p> <ul style="list-style-type: none"> <li>• The general principles of the arrest and detention of minors/adults according to the legal provisions, the powers of the police to arrest minors/adults and the conditions that must be met for the establishment of the security measure of detention in prison for minors/adults.</li> <li>• The procedures that police officers must follow in relation to the actions they must perform for the practical demonstration at a scene.</li> <li>• The subject is oriented towards the participants and is based on: class discussions, group/individual work, practical exercises and role-playing related to example events.</li> <li>• Written evaluation, test through the "Scantron" system.</li> <li>• Practical assessment</li> </ul>
<p><b>Course objectives</b></p>	<p><b>The course aims to provide knowledge on:</b></p> <ul style="list-style-type: none"> <li>• The basic legislation in the performance of the functional duties of police officers for "General Patrol.</li> <li>• The basic tasks of the police in the field of order and public safety</li> <li>• Cooperation of knowledge expressed by topics in the professional field and general education.</li> <li>• Basic opportunities for professional police education.</li> <li>• Descriptions of the qualification requirements of employees, capable of serving all types of services in the field of security.</li> <li>• Teaching topics in the field of Law, Sociology, Psychology, Communication, Crime Prevention and Investigation, Public Security and State Border Management.</li> <li>• Road traffic rules, norms of behavior for road users.</li> <li>• Theoretical bases of the events created by the criminal offenses and the measures taken by the police officers of the basic role.</li> <li>• The means and technical equipment available to the police in carrying out their duties.</li> <li>• Techniques for performing functional tasks and safety rules for police officers during activities such as: gatherings, demonstrations, sports, cultural, religious activities, etc.</li> <li>• The procedure followed for ascertaining, examining and executing the sanction for the administrative offence.</li> <li>• The documentation that is drawn up for accompanying persons and completing the accompanying form. (practical actions).</li> <li>• Integrated Border Management (MIK), the principles and standards of control of the EU countries.</li> </ul>
<p><b>Expected results</b></p>	<p><b>At the end of the course, the trainees will be able to:</b></p> <ul style="list-style-type: none"> <li>• To learn and implement the responsibilities of the police officer to protect the freedoms and rights of citizens and to enforce the laws.</li> <li>• To manage to show an authority of law enforcement, as a frontline service in daily contact with citizens, to create a positive perception among the public. (Acquiring good knowledge about legislation, about general procedures, about the road code, about the basics of the investigation, about the criminal procedure, about the collection and preservation of the evidence that speaks of a criminal offense, about the management of incidents, etc., are in function of achieving this objective).</li> <li>• To provide and demonstrate skills in sound judgment and decision-making, based on the required ethics and values, to enable the first intervention in adaptation to the environment, circumstances, often sensitive for the community and different groups such as minors, victims of criminal events, etc.</li> <li>• To acquire skills and practical professional skills to cope with and provide solutions and</li> </ul>

answers to typical situations, with proven techniques, both to protect citizens and to serve them.

- These skills include the use of equipment, communication, self-driving, conducting research, as well as first intervention in any situation.

### **BASIC CONCEPTS**

- Attributes of Police employees for "General Patrol", in the State Police.
- The basic legislation that assigns duties to the police officers of the basic role, in the State Police.
- Performing the services of police officers of the basic role for public safety, road safety, prevention of criminal activity and integrated border management.
- Knowledge of operations and activities of police officers in the State Police.



**THE EDUCATION FOR "GENERAL PATROL", (GENERAL POLICE MODULE), IS CARRIED OUT IN A TIME PERIOD OF 24 WEEKS, [TOTAL 417 HOURS]**

**Subject: General Knowledge (Legal - Sociological) - 73 teaching hours.**

Week	Theoretical topics: Lectures	Form of teaching
<b>THEORETICAL MODULE</b>		
<b>1</b>	<p><b>Topic 1. History of the Albanian Police - Overview.</b></p> <ol style="list-style-type: none"> <li>1. Know the role of the police from the period of its creation until 1938, the role of the Police during the Second World War and during the communist system.</li> <li>2. Recognize the role of the police in the years of pluralistic and democratic political developments after 1990.</li> <li>3. Visit to the State Police Museum.</li> </ol> <p><b>LITERATURE:</b>  <i>Central State Archive;</i>  <i>Materials collected by the Researcher Dr. Hasan Shkëmbi.</i></p>	
<b>2</b>	<p><b>Topic 2. The role of the Police officer in Police Structures.</b></p> <ol style="list-style-type: none"> <li>1. Explain the role and duties of the police and list no less than 5 (five) of these duties.</li> <li>2. Describe community perceptions of police activity in a democratic country.</li> <li>3. Recognize the obligations of the police according to the law of the State Police, as well as the duties and rights according to the Code of Criminal Procedure (K.Pr.P).</li> </ol> <p><b>LITERATURE:</b>  <i>Law no. 108/2014, "On the State Police", amended;</i>  <i>The Code of Criminal Procedure of the Republic of Slovenia, amended;</i>  <i>Magazine "Policing and Security" No.1, 2015;</i>  <i>"Public safety and police management"; Director / Rector of the Security Academy Senior Manager / Dr. Bilbil Memaj.</i>  <i>Magazine "Policing and Security" No. 1,2015;</i>  <i>"Civil society and the State Police"; Prof.Asc.Qetësor Orhan.</i></p>	Lecture 3 hours
<b>3</b>	<p><b>Topic 3. Chain of Command - Hierarchy in the State Police.</b></p> <ol style="list-style-type: none"> <li>1. Mention the main principles of the hierarchy and the purposes for which the hierarchy serves in the State Police.</li> <li>2. Mention the main principles of the organization of the State Police.</li> <li>3. Mention the basic qualities of Leadership.</li> <li>4. Quote the definition of team (group). As well as the personality traits that team members may display.</li> <li>5. Identify the four characteristics of a good team member in the State Police.</li> </ol> <p><b>LITERATURE:</b>  <i>Law no. 108/2014, "On the State Police", amended; Regulation of the State</i></p>	Lecture 2 hours

	<i>Police, approved by VKM no. 750, dated September 16, 2015; (16 - 26); Standard Work Procedures for Public Order and Security; Leadership in the State Police; Dr. B. Memaj, 2016; Study of R.E. Kelly.</i>	
4	<p><b>Topic 4. Principles and Procedures in the State Police.</b></p> <ol style="list-style-type: none"> <li>1. Underline the rules and principles related to the Standards of Conduct and Leadership Rules according to the Principles and Procedures of the State Police</li> <li>2. Define the rules of discipline and the principles related to disobedience according to the State Police Principles and Procedures, reflected in the State Police Regulations</li> <li>3. Explain the principles of the State Police regarding harassment, racism, discrimination against gender or ethnic bias of any kind, information procedures and possible disciplinary actions that must be taken according to the principles and procedure of the State Police, reflected in the Regulations of the State Police State.</li> <li>4. Underline the principles of the State Police regarding the use of alcoholic beverages and drugs, as described in the principles and procedures of the State Police, reflected in the State Police Regulations.</li> <li>5. Explain the principles of the State Police in standardized disciplinary actions according to the principles and procedure of the State Police reflected in the State Police Law articles 95, 96 and in the State Police Regulation.</li> <li>6. Explain the principles of the State Police in terms of providing information, according to the Principles and Procedure of the State Police, reflected in the Regulation of the State Police.</li> </ol> <p><b>LITERATURE:</b>  <i>Law no. 108/2014, "On the State Police", amended;  Regulation of the State Police, approved by VKM no. 750, dated 16.09.2015; (16 – 26);  Standard Work Procedures for Public Order and Safety.</i></p>	Lecture 3 hours
5	<p><b>Topic 5. Ethical Code of Conduct in Law Enforcement Agencies.</b></p> <ol style="list-style-type: none"> <li>1. Define the Ethical Code of Police Conduct and the purpose of this Code.</li> <li>2. To count six forms of police corruption.</li> <li>3. To identify three types of criminal behavior that are the result of receiving gifts (rewards).</li> <li>4. To count three conditions that increase corruption.</li> <li>5. To identify four types of temptations faced by the police.</li> <li>6. To count three consequences of not respecting the Code of Ethics.</li> </ol> <p><b>LITERATURE:</b>  <i>Constitution of the Republic of Albania;  Law no. 108/2014, "On the State Police", amended; (Article 96);  Regulation of the State Police, approved by VKM no. 750 / 2015; (Articles 195 – 242);  Standard Work Procedures for Public Order and Safety;  Law No. 9131, dated 8.9.2003 "On the rules of ethics in public administration"; United Nations Code of Conduct for Law Enforcement Officers;  Decision No. 714 dated 22.10.2004; "On the external activity and the giving of gifts during the activity of the public administration employee"  Strengthening police integrity in Albania, IDM, 2015; Manual of Ethics and Police Integrity, IDM, 2016;</i></p>	Lecture 3 hours



6	<p><b>Topic 6. Ethics and Integrity in Law Enforcement Agencies.</b></p> <ol style="list-style-type: none"> <li>1. To know the legal basis and some general considerations on Ethics and Integrity; Define the terms "ethics", "ethical behavior" and "personal values" that law enforcers should have.</li> <li>2. To understand the role of the police in a democratic society, its policing with ethics, with integrity by attacking corruption, police misconduct and influencing factors.</li> <li>3. To identify the two challenges of the police officer in relation to ethics.</li> <li>4. Briefly explain some of the general principles of the Police Code of Ethics.</li> <li>5. To describe the nine articles explained in this lesson, as they are provided in the Police Code of the Albanian State on Police Ethics.</li> <li>6. To understand and explain police behavior, the role of culture in the organization, as well as the professional culture, its characteristics, inappropriate behaviors, their consequences and the importance of reporting.</li> <li>7. To identify, with the help of the State Police Policy, those areas in which the police officer bears responsibility for his/her behavior.</li> <li>8. To clarify why the ethical infrastructure represents value for the police officer in his daily activities.</li> </ol> <p><b>LITERATURE:</b></p> <p><i>Constitution of the Republic of Albania; Law no. 108/2014, "On the State Police", amended;</i></p> <p><i>Regulation of the State Police, approved by VKM no. 750 / 2015; (Articles 195 – 242);</i></p> <p><i>Standard Work Procedures for Public Order and Safety;</i></p> <p><i>Law No. 9131, dated 8.9.2003 "On the rules of ethics in public administration";</i></p> <p><i>United Nations Code of Conduct for Law Enforcement Officers; Resolution 690 (1979) on the Declaration on Police Parliamentary Assembly of the Council of Europe; Statement on the police;</i></p> <p><i>Law No. 70 / 2014 "On the Service for Internal Affairs and Complaints, in the Ministry of Internal Affairs";</i></p> <p><i>Regulation of the Service for Internal Affairs and Complaints approved by VKM no. 829 / 2014;</i></p> <p><i>Decision No. 714 dated 22.10.2004; "On the external activity and the giving of gifts during the activity of the public administration employee"; Imholz Kathleen; Tosca Elsa; "Explanatory Manual on Human Rights for Public Administration"; June 2016, OSCE publication, funded by the Dutch Embassy;</i></p> <p><i>Richter L. William; Frances Burke; "Encouraging ethics-A practical guide to management ethics", Second Edition, Rowman &amp; Littlefield, 2007; Stephen L. Carter; "Integrity"; Vernon Publishing 2008; Police Integrity Toolkit, DCAF, 2012; Henk Bruning; "Finding inspiration and integrity in Public Services"; Witgave 2014;</i></p> <p><i>Strengthening police integrity in Albania, IDM, 2015;</i></p> <p><i>Police Integrity Training Manual, DCAF, 2015;</i></p> <p><i>Handbook of Police Ethics and Integrity, IDM, 20</i></p>	Lecture 5 hours
	<p><b>Topic 7. Policing in a Democratic State.</b></p> <ol style="list-style-type: none"> <li>1. To know the history of the creation of the state.</li> </ol>	

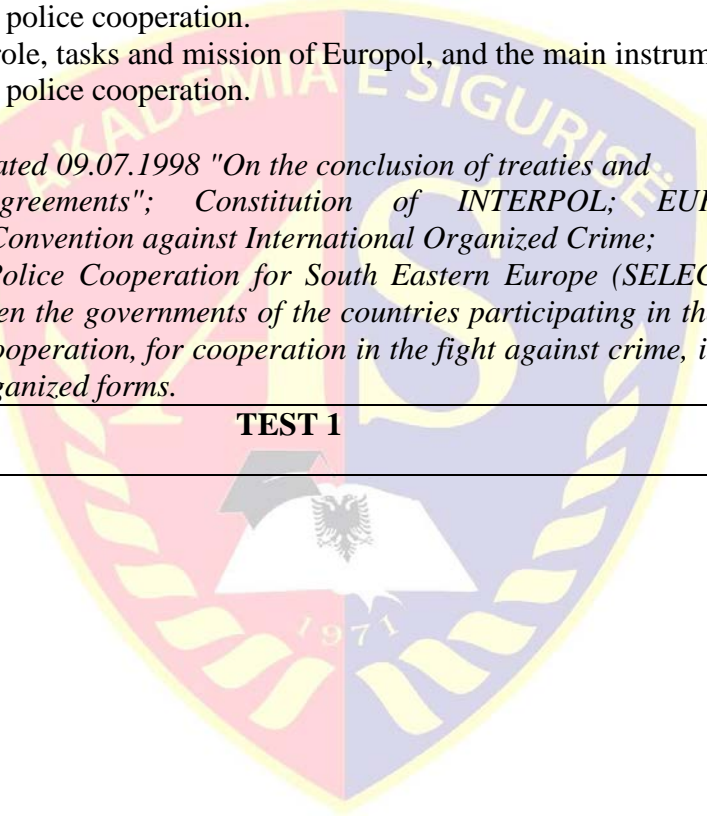
7	<ol style="list-style-type: none"> <li>2. List six different types of state, according to the lesson.</li> <li>3. Consider seven characteristics of the state, as described in the lesson.</li> <li>4. Define the legal basis of the state and the three ways in which the state governs the citizens.</li> <li>5. Briefly explain the eight basic principles of democratic police activities, according to the legal framework.</li> <li>6. Briefly explain the concepts of representation, response and responsibility as basic duties of the police in a democracy.</li> <li>7. Briefly explain the four points or principles that can help in the formation and support of democratic institutions, helping to implement democratic police activity.</li> </ol> <p><b>LITERATURE:</b>  <i>Constitution of the Republic of Albania; Universal Declaration of Human Rights; European Convention on Human Rights; Code of Conduct for the State Police.</i></p>	Lecture 4 hours
8	<p><b>Topic 8. Freedoms and Human Rights.</b></p> <ol style="list-style-type: none"> <li>1. Identify the importance of the understanding of human rights by the police officer.</li> <li>2. Mention the most important declaration, convention and agreements related to human rights.</li> <li>3. Explain the meaning of the articles in the European Convention that deal with human rights.</li> <li>4. Explain the principles of legality, proportionality and necessity in relation to human rights.</li> </ol> <p><b>LITERATURE:</b>  <i>Constitution of RSH amended; Criminal Procedure Code of RSH amended; Declaration of the Council of Europe on the police; Universal Declaration of Human Rights; Law no. 108 / 2014 "On the State Police" as amended; State Police Regulation, approved by VKM No. 750, dated 16.09.2015; Law no. 10 347 "On the protection of the rights of the child" European Convention on Human Rights; Convention against Torture and Other Inhuman and Degrading Treatment or Punishment.</i></p>	Lecture 5 hours
9	<p><b>Topic 9. Communication Skills.</b></p> <ol style="list-style-type: none"> <li>1. Clarify the basic elements of communication.</li> <li>2. Describe effective listening as taught in class.</li> <li>3. Clarify obstacles during communication, as described in the lesson.</li> <li>4. Explain the two ways of verbal communication and the six ways of non-verbal communication.</li> <li>5. Enumerate and define the five ways of tactical communication.</li> <li>6. List the three types of questions and give examples of each.</li> <li>7. Clarify the three phases of the meeting method.</li> <li>8. Clarify how police officers should respond during abuses.</li> </ol> <p><b>LITERATURE:</b>  <i>Psychology of communication (group of authors from the University of Tirana); Regulation of the State Police, approved by VKM No. 750, dated 16.09.2015;</i></p>	Lecture 5 hours
	<p><b>Topic 10. Hate Crimes - Diversity and Non-discrimination.</b></p> <ol style="list-style-type: none"> <li>1. Define each of the seven terms related to the characteristics of social groups.</li> <li>2. Enumerate and define each of the three elements that make up individuals.</li> </ol>	Lecture 6

10	<ol style="list-style-type: none"> <li>3. List the three types of racism, as taught in class.</li> <li>4. Enumerate the seven methods of building trust and good relations.</li> <li>5. Enumerate and explain the six methods of overcoming cultural barriers.</li> <li>6. Enumerate the six advantages that the police gain in the case of knowing different cultures. To know the most important international documents and the Albanian legislation in defense of the right to equality and non-discrimination.</li> <li>7. Give an explanation on gender, gender identity and gender equality.</li> <li>8. List those main directions of the police officer in the exercise of human rights without discrimination, as well as their reactions, to hate crimes.</li> <li>9. Enumerate three ways in which the police officer can ensure gender equality.</li> <li>10. Briefly explain the principles according to which the State Police handles the negative problems faced by women while working in the police.</li> </ol> <p><b>LITERATURE:</b>  <i>Constitution of the Republic of Albania (Article 18);</i>  <i>Law no. 108 / 2014 "On the State Police" as amended;</i>  <i>Regulation of the State Police, approved by VKM No. 750/2015; Law no. 10221, dated 04.02.2010 "On protection from discrimination"; (Amended by Law No. 124/2020);</i>  <i>Criminal Code of the Republic of Albania;</i>  <i>The Criminal Procedure Code of the Republic of Albania;</i>  <i>Hate crimes; from OSCE/ODIR; Universal Declaration of Human Rights;</i>  <i>International Covenant on Civil and Political Rights;</i>  <i>International Covenant on Economic, Social and Cultural Rights;</i>  <i>International Convention on the Elimination of All Forms of Racial Discrimination;</i>  <i>Convention on the Elimination of all forms of Discrimination against Women;</i>  <i>The UN Convention on the Rights of Persons with Disabilities and its Optional Protocol;</i>  <i>Convention on the Rights of the Child; European Convention for the Protection of Fundamental Human Rights and Freedoms;</i>  <i>European Framework Convention for the Protection of National Minorities;</i>  <i>European Social Charter.</i></p>	hours
	<b>Quiz I</b>	<b>1 hour</b>
11	<p><b>Topic 11. Coping with Stress.</b></p> <ol style="list-style-type: none"> <li>1. Mention the definition of stress based on the learning objective.</li> <li>2. Clarify the meaning of positive stress and negative stress.</li> <li>3. There are six groups of stressful factors (stressors).</li> <li>4. Count at least three human reactions within each of these domains: physical, cognitive, emotional and behavioral reactions in the correct order.</li> <li>5. Enumerate at least three effects of excessive stress at the individual, organizational and social levels.</li> <li>6. Describe three elements to manage (control) stress.</li> <li>7. Mention at least six points that should be taken into account in the decision-making process.</li> </ol> <p><b>LITERATURE:</b></p>	Lecture 3 hours

	<i>Group of authors from the University of Tirana.</i>	
	<p><b>Topic 12. Attributes of the State Police.</b></p> <ol style="list-style-type: none"> <li>1. Explain the duties and attributes guaranteed by the law "On State Police" and "Law on Judicial Police".</li> <li>2. Explain some of the measures taken by state police officers in the field of public safety order.</li> </ol> <p><b>LITERATURE:</b>  <i>Constitution of the Republic of Albania;</i>  <i>Criminal Code of the Republic of Albania;</i>  <i>Criminal Procedure Code of the Republic of Albania;</i>  <i>Law No. 108/2014 "On the State Police" as amended; (Articles 101 - 112);</i>  <i>Regulation of the State Police, approved by VKM no. 750, dated September 16, 2015;</i></p>	Lecture 4 hours
	<p><b>Topic 14. Organization of the Judicial System.</b></p> <ol style="list-style-type: none"> <li>1. Describe the organization of the judicial system in the Republic of Albania;</li> <li>2. Describe the organization and powers of the courts of first instance;</li> <li>3. Describe the organization and powers of the Courts of Appeal;</li> <li>4. Describe the organization and powers of the Supreme Court.</li> </ol> <p><b>LITERATURE:</b>  <i>Constitution of the Republic of Albania;</i>  <i>Civil Procedure Code;</i>  <i>The amended Criminal Procedure Code;</i>  <i>Criminal Code of the Republic of Albania;</i>  <i>Law no. 98/2016 "On the organization and operation of the judicial power;</i>  <i>Law no. 49/2012 "On the organization and operation of Administrative Courts and the adjudication of administrative disputes", amended;</i>  <i>Law no. 8588, dated 15.03.2000 "On the organization and functioning of the Supreme Court in the R. of Albania".</i></p>	Lecture 4 hours
	<p><b>Topic 15. Knowledge of the Criminal Code.</b></p> <ol style="list-style-type: none"> <li>1. Describe the criminal offense and its elements;</li> <li>2. Explain the nature of the criminal offense and its elements;</li> <li>3. Explain criminal liability and its importance;</li> <li>4. Analyze the circumstances that exclude criminal responsibility;</li> <li>5. Describe the stages of committing the criminal offense;</li> <li>6. Explain the cooperation in the commission of the criminal offense and its forms;</li> <li>7. Analyze criminal punishment, its characteristics and purposes;</li> <li>8. Identify the types of criminal penalties;</li> <li>9. Enumerate the criteria for assigning a criminal sentence.</li> </ol> <p><b>LITERATURE:</b>  <i>Constitution of the Republic of Albania;</i>  <i>Criminal Code of the Republic of Albania;</i>  <i>Law "On Judicial Police"; Commentary on the Criminal Code.</i></p>	Lecture 6 hours
	<p><b>Topic 16. Knowledge of the Code of Criminal Procedure.</b></p> <ol style="list-style-type: none"> <li>1. Explain the meaning of criminal procedural law and the main principles of criminal proceedings;</li> </ol>	Lecture 8

	<p>2. Analyze the subjects of criminal proceedings;  3. Describe the evidence in a criminal process and their types;  4. Analyze evidence search tools;  5. Analyze personal insurance measures;  6. Describe the preliminary investigations by the Judicial Police.</p> <p><b>LITERATURE:</b>  <i>Constitution of the Republic of Albania;</i>  <i>The Criminal Procedure Code of the Republic of Albania;</i>  <i>Criminal Code of the Republic of Albania;</i>  <i>Law no. 98/2016, "On the organization of the Judiciary in RSH";</i>  <i>State Police Law, no. 108/2014, dated 31.07.2014, amended;</i>  <i>Law no. 25/2019, "On the Functioning of the Judicial Police"</i>  <i>Law no. 97/2016 "On the organization and functioning of the Prosecutor's Office";</i>  <i>Law 37/2017 "Code of criminal justice for minors";</i>  <i>Law No. 8588 dated 15.03.2000, "On the organization and functioning of the Supreme Court in the Republic of Albania".</i></p>	hours
	<p><b>Theme 17. Legislation on Administrative Offenses.</b></p> <p>1. Explain the meaning of public administration and administrative act;  2. Give the definition of the administrative misdemeanor and distinguish it from the criminal offense;  3. Recognize the responsibilities and sanctions provided for administrative misdemeanors, according to the Law "On Administrative Misdemeanors";  4. Know the procedure that is followed for ascertaining, examining and executing the sanction for the administrative offense.</p> <p><b>LITERATURE:</b>  <i>Constitution of the Republic of Albania; Law no. 108 / 2014 "On the State Police" as amended;</i>  <i>Law no. 10279, dated 20.5.2010 "On Administrative Misdemeanors";</i>  <i>European Convention on Human Rights;</i>  <i>Law no. 44/2015 "Code of Administrative Procedures of the Republic of Albania";</i>  <i>"Administrative law I" (E. Dobjani), Textbook</i></p>	Lecture 5 hours
	<p><b>Topic 18. Cooperation of the State Police with other Law Enforcement Institutions.</b></p> <p>1. Identify the values and reasons for the cooperation of the State Police Organization with other Institutions and structures outside the Police.  2. List the obligations for a Police cooperation with other institutions in a democratic state.  3. List the procedures for the support of other state bodies, the purpose of the support, as well as the procedures at the end of the actions.</p> <p><b>LITERATURA:</b>  <i>Law no. 108 / 2014 "On the State Police" as amended; Standard Procedures of the Public Safety Order;</i>  <i>Police Code of Ethics; Handbook of Community Policing.</i></p>	Lecture 3 hours
	<p><b>Topic 19. International Cooperation.</b></p> <p>1. Describe the general purpose of police cooperation in Europe.  2. Mention a number of organizations and initiatives in this area.</p>	Lecture 2 hours

	<p>3. To describe the different procedures and tools of police cooperation.  4. Explain in a general way how police cooperation can be implemented.</p> <p><b>LITERATURE:</b>  <i>Law no. 8371, dated 09.07.1998 "On the conclusion of treaties and international agreements";  Constitution of INTERPOL;  EUROPOL Convention;  UN Convention against International Organized Crime;  Convention on Police Cooperation for South Eastern Europe (SELEC);  Agreement between the governments of the countries participating in the Black Sea Economic Cooperation, for cooperation in the fight against crime, in particular, its organized forms.</i></p>	
	<p><b>Lesson # 20. International Police Organizations.</b></p> <ol style="list-style-type: none"> <li>1. Explain the role, tasks and mission of Interpol, and the main instruments of international police cooperation.</li> <li>2. Explain the role, tasks and mission of Europol, and the main instruments of international police cooperation.</li> </ol> <p><b>LITERATURE:</b>  <i>Law no. 8371, dated 09.07.1998 "On the conclusion of treaties and international agreements"; Constitution of INTERPOL; EUROPOL Convention; UN Convention against International Organized Crime;  Convention on Police Cooperation for South Eastern Europe (SELEC); The agreement between the governments of the countries participating in the Black Sea Economic Cooperation, for cooperation in the fight against crime, in particular, its organized forms.</i></p>	<p>Lecture 2  hours</p>
	<p><b>TEST 1</b></p>	



## **SUBJECT: PUBLIC SAFETY**

**A TOTAL OF 166 TEACHING HOURS.**

**TRAINING FOR "GENERAL PATROL",**

**(GENERAL POLICE MODULE) IS REALIZED WITHIN A TIME LIMIT OF**

**24 WEEKS,**

<b>WEEK</b>	<b>Theoretical Topics: Lectures</b>	<b>Form of teaching</b>
<b>THEORETICAL MODULE</b>		
<b>1</b>	<p><b>Topic 13. Policing in the Community</b></p> <ol style="list-style-type: none"><li>1. Understanding Community Policing and its importance.</li><li>2. Main and detailed stages for solving community problems.</li><li>3. Community policing and crime prevention.</li></ol> <p><b>LITERATURE:</b> <i>Constitution of the Republic of Albania;</i> <i>Law on the State Police, no. 108, dated 31.07.2014;</i> <i>Standard Work Procedure for Public Order and Security; Joint Agreement of the Ministry of the Interior and that of the Local Government of Decentralization for the cooperation of Local Structures and the State Police, of 2002;</i> <i>Drafting of the 7-year Strategy of the State Police 2007-2014;</i> <i>Assistance and programs developed by PAMECA, ICITAP and UNDP missions.</i></p>	Lecture 6 hours
<b>2</b>	<p><b>Topic 22/A. Patrol Procedures</b></p> <ol style="list-style-type: none"><li>1. Understanding of the General Patrol service.</li><li>2. Procedure before receiving the service.</li><li>3. Procedures during the performance of the service.</li><li>4. Procedures after the end of the service.</li></ol> <p><b>LITERATURE:</b> <i>Law on the State Police, no. 108 / 31.07.2014 (amended)</i> <i>Standard Work Procedures for Public Order and Safety;</i> <i>Assistance and programs developed by PAMECA, ICITAP and UNDP missions.</i></p>	Lecture 8 hours
<b>3</b>	<p><b>Topic 22/A. Equipment used by the General Patrol.</b></p> <ol style="list-style-type: none"><li>1. Keeping records.</li><li>2. Communication radios.</li><li>3. Body cameras.</li><li>4. Practice. (use of radios, body cameras and google maps).</li></ol> <p><b>LITERATURE:</b> <i>Law on the State Police, no. 108 / 31.07.2014 (amended),</i> <i>Standard Work Procedure for the use of body cameras, processing, storage and administration of footage obtained from State Police cameras, Order No. 862 dated 11.09.2018.</i> <i>Assistance and programs developed by PAMECA, ICITAP and UNDP missions.</i></p>	Lecture 6 hours
	<p><b>Topic 23. Handling Disputes</b></p> <ol style="list-style-type: none"><li>1. Define terms related to conflict management and dispute resolution.</li><li>2. We know the stages of the crisis and the factors that affect the abilities of the</li></ol>	

4	<p>police officer to deal with crisis situations.</p> <ol style="list-style-type: none"> <li>3. The main skills required of the police officer for intervention in conflict situations.</li> <li>4. Intervention techniques in the management of crisis situations as well as demonstrate calming techniques.</li> <li>5. Techniques that police officers can use when controlling a conflict/crisis situation.</li> <li>6. Techniques that police officers can use to manage anger in a conflict/crisis situation.</li> <li>7. Techniques that police officers can use to defuse a conflict/crisis situation.</li> <li>8. Basic procedures involved when mediating a dispute.</li> </ol> <p><b>LITERATURE:</b>  <i>Law on the State Police, no. 108 / 31.07.2014 (amended)</i>  <i>Standard Work Procedures for Public Order and Safety;</i>  <i>Assistance and programs developed by PAMECA, ICITAP and UNDP missions.</i></p>	Lecture 6 hours
5	<p><b>Topic 24. Incident Management</b></p> <ol style="list-style-type: none"> <li>1. We explain the stages of confrontation during incidents and identify at least some possible risks that the patrolling police officer may encounter.</li> <li>2. We identify the ways of planning, which the police officer should take into account during the initial actions before arriving at the scene.</li> <li>3. We define the term "Surveillance", as well as the factors that can affect the performance of surveillance by police officers;</li> <li>4. We highlight the techniques that are used to improve perception and observation and explain the necessary techniques as well as the attitude of police officers during questioning of suspects and their safety.</li> </ol> <p><b>LITERATURE:</b>  <i>Law No. 108/2014 "On the State Police", amended;</i>  <i>Standard Work Procedures for Public Order and Safety; No. 940, dated 27.04.2014</i>  <i>State Police Regulation No. 750, dated 16.09.2015;</i>  <i>Assistance and programs developed by PAMECA, ICITAP and UNDP missions.</i></p>	Lecture 4 hours
6	<p><b>Topic 25. Compilation of the Event Report</b></p> <ol style="list-style-type: none"> <li>1. We describe the procedure for compiling the incident report based on the relevant legislation.</li> <li>2. We identify the main parts of the incident report form, which must be completed in order for it to be considered complete.</li> <li>3. We correctly describe the appropriate fields in the event report form.</li> <li>4. We count the characteristics of a good event report.</li> <li>5. Complete the event report according to the given scenario (Practice).</li> </ol> <p><b>LITERATURE:</b>  <i>Law No. 108/2014 "On the State Police", amended;</i>  <i>Standard Work Procedure for Public Order and Security no: 370 dated 15.04.2016;</i>  <i>Assistance and programs developed by PAMECA, ICITAP and UNDP missions.</i></p>	Lecture 10 hours
	<p><b>Topic 27. Storage and Objects Security.</b></p> <ol style="list-style-type: none"> <li>1. Principles, rules and normative acts in implementation related to the duties of police services in the preservation and security of facilities.</li> </ol>	



7	<p>2. Procedures and duties for the police service in maintaining and securing facilities, organization and planning of services.</p> <p>3. Duties of the State Police for escorting the monetary values of the Bank of Albania</p> <p><b>LITERATURE:</b>  <i>Law "On State Police" no. 108, dated 31.07.2014 (amended);</i>  <i>State Police Regulation, no. 750/2015 (amended);</i>  <i>Standard procedure of order and security, no. 429/2017;</i>  <i>Law "On the use of firearms", no. 74/2014;</i>  <i>Law on the Bank of Albania, no. 8269/1997 (amended).</i></p>	Lecture 3 hours
8	<p><b>Topic 28. Protection and Security of High State and Foreign Personalities</b></p> <p>1. We explain the legal basis for securing High State or Foreign Personalities in various activities and the tasks assigned to the police services;</p> <p>2. We identify some of the tasks in the service for securing High State or Foreign Personalities during demonstrations, activities and on the move;</p> <p>3. We explain the ways of cooperation of the State Police services with the Guard service of the Republic of Albania, for the protection and security of high state dignitaries;</p> <p><b>LITERATURE:</b>  <i>Constitution of Albania;</i>  <i>Law No. 108, dated 31.07.2014 "On the State Police" (amended);</i>  <i>Law No. 8869, dated 22.05.2003, "On the Guard of the Republic of Albania";</i>  <i>Order and Security standard procedure, no. 622/ 2017</i></p>	Lecture 2 hours
9	<p><b>Topic 29. Police Services in Sports Activities.</b></p> <p>1. Procedures and actions of State Police structures in guaranteeing safety order in sports activities.</p> <p>2. Planning of Police services in sports activities.</p> <p>3. The procedures followed by the police services and the entities of the National Football Association for the control of the sports environment, and other actions for maintaining order and security.</p> <p>4. Procedures for planning police services during the development of sports activities in closed and mass environments.</p> <p>5. Basic documentation of ensuring order in sports activities.</p> <p><b>LITERATURE:</b>  <i>European Convention "Against Violence in Sports", signed on 08.10.1998.</i>  <i>Convention of the Council of Europe with No. 218 dated 3.VII.2016 "On an integrated approach to order, security and services in football matches and other sports activities", approved in principle by VKM No. 853 dated 07.12.2016;</i>  <i>Law No. 108 / 2014 "On the State Police", amended;</i>  <i>Law No. 79 / 2017 "For Sport".</i>  <i>Law No. 19/2016 "On additional public security measures";</i>  <i>Law No. 75/2014 "On the private physical security service";</i>  <i>Regulation of the State Police, approved by VKM, No. 750, dated 16.09.2015;</i>  <i>Instruction of the Minister of the Interior No. 633 dated 6.11.2018 "On determining the level of additional public security measures and the type of additional measures that entities must take depending on the activity or risk assessment, as well as their notification procedures";</i>  <i>Order of the General Director of the State Police No. 998, dated 04.10.2017 "On the composition, duties, procedures and mode of operation of the Commission for</i></p>	Lecture 8 hours

	<i>the Review of Administrative Misdemeanors and the Commission for the Review of Complaints, in relation to sports activities".</i>	
10	<p><b>Topic 30. Police Services in Mass Activities Gatherings – Manifestations</b></p> <ol style="list-style-type: none"> <li>1. We list the legal acts and binding procedures for action during the process of mass activities management.</li> <li>2. We know the procedures for the organization, planning and management of services in mass activities.</li> <li>3. We recognize police actions in managing violent gatherings through the escalating use of force.</li> <li>4. We recognize the documentation that is prepared and administered in the case of demonstrations/gatherings.</li> </ol> <p><b>LITERATURE:</b>  <i>Constitution of Albania;</i>  <i>Law "On State Police" No. 108/2014. ( changed );</i>  <i>Standard Procedures of the Public Safety Order, no. 254/2017 and no. 1034/1018;</i>  <i>Police Code of Ethics;</i>  <i>Universal Declaration of Human Rights;</i>  <i>Law No. 8773, dated 23.04.2001 "On gatherings"; Law "On the use of firearms".</i></p>	Lecture 4 hours
11	<p><b>Topic 31. Police Services in Beaches and Tourist Areas</b></p> <ol style="list-style-type: none"> <li>1. Acknowledgment of by-laws in function of service on beaches and tourist areas.</li> <li>2. Determine the importance of police services in beaches and tourist areas.</li> <li>3. We define the features of the police service in beaches and tourist areas.</li> </ol> <p><b>LITERATURE:</b>  <i>Constitution of Albania;</i>  <i>Law "On State Police" No. 108/2014 (amended);</i>  <i>Standard Procedures of the Public Safety Order;</i>  <i>Police Code of Ethics; Law "On Tourism" no. 93/2015</i></p>	Lecture 2 hours
12	<p><b>Topic 32. Duties of the State Police in the Electoral Process</b></p> <ol style="list-style-type: none"> <li>1. Elections and the electoral system in the Republic of Albania.</li> <li>2. The legal obligation of State Police employees to the elections.</li> <li>3. Preparatory stages for the successful development of electoral campaigns.</li> <li>4. Powers of the State Police for the smooth running of election campaigns.</li> </ol> <p><b>LITERATURE:</b>  <i>Constitution of the Republic of Albania; 12.09.1998;</i>  <i>Electoral Code of the Republic of Albania. no. 10019, dated 29.12.2008;</i>  <i>(changed);</i>  <i>The Criminal Code of the Republic of Albania. no. 7895, dated 27.1.1995;</i>  <i>(changed); Law on State Police. No. 108/2014; ( changed);</i>  <i>Standard police work procedures.</i></p>	Lecture 4 hours
	<p><b>Topic 33. Accompanying persons to Police Precincts</b></p> <ol style="list-style-type: none"> <li>1. We explain the meaning of accompanying the person, according to the legislation and the difference from arrest and detention.</li> <li>2. We identify the cases of accompanying the person, according to the legislation and normative acts</li> <li>3. We explain the procedures and responsibilities of the police officer during the escorting of the person.</li> </ol>	

13	<p>4. Acknowledge the documentation that is drawn up for accompanying persons and complete the accompanying form.</p> <p>5. Practice. (Filling in the forms according to the scenarios).</p> <p><b>LITERATURE:</b>  <i>The amended Constitution of the Republic of Albania;</i>  <i>Regulation of the State Police; Universal Declaration of Human Rights;</i>  <i>UN Code of Conduct for Law Enforcement Officials;</i>  <i>Law No. 108, dated 31.07.2014 "On the State Police" (amended);</i>  <i>Manual No. 763, dated 27.09. 2011 of Standard Rules and Procedures for the Treatment &amp; Security of Arrested and Detained Persons, in Police Stations;</i>  <i>The material "Technical rules of escorting to the police",</i>  <i>Approved by Order No. 678 dt. 14.09.2015;</i>  <i>The amended Criminal Procedure Code;</i>  <i>The amended Criminal Code of RA.</i></p>	Lecture 8 hours
14	<p><b>Topic 34. Security of Persons in Police Premises</b></p> <ol style="list-style-type: none"> <li>1. We know the rules for the organization of the service and the duties of the police service personnel.</li> <li>2. We explain the rules and procedures for the admission, registration, control of the arrested/detained.</li> <li>3. Rules for treatment, living conditions in security rooms as well as security measures during actions with detainees/arrested persons outside the security rooms.</li> </ol> <p><b>LITERATURE:</b>  <i>Constitution of the Republic of Albania;</i>  <i>Law no. 108, dated 31. 07. 2014 "On the State Police";</i>  <i>Law on Judicial Police;</i>  <i>Law no. 10221 dated 04.02.2010 "On protection from discrimination";</i>  <i>The Criminal Procedure Code of the Republic of Albania;</i>  <i>Standard Work Procedures for Public Order and Security. no. 925/2015; European Convention "On the Protection of Human Rights and Fundamental Freedoms"; The Universal Declaration of Human Rights, announced by the General Assembly of the United Nations on 10.12.1948. (accessed in 1955).</i></p>	Lecture 6 hours
15	<p><b>Topic 36. Knowledge of the Highway Code</b></p> <ol style="list-style-type: none"> <li>1. We know the laws and normative acts as well as the procedures for the regulation of road traffic. Traffic police services and road traffic surveillance bodies.</li> <li>2. Principles and Procedures for regulating road traffic.</li> <li>3. Knowledge of several chapters and articles of the Highway Code.</li> <li>4. The main categories of violations, the responsibilities of the parties in a road accident and the duties of the police officer.</li> </ol> <p><b>LITERATURE:</b>  <i>Law "On State Police";</i>  <i>Law no. 8378, dated 22.07.1998,</i>  <i>Road Code of the Republic of Albania. (changed);</i>  <i>The amended Law on Administrative Offenses. no. 10270/2010;</i>  <i>Standard Work Procedure for Order and Safety. no. 997/2017;</i>  <i>Assistance and programs developed by PAMECA, ICITAP and UNDP missions;</i>  <i>Decision of the Council of Ministers no. 153, dated 07.04.2000 (Regulation for the Implementation of the Traffic Code), amended;</i></p>	Lecture 6 hours

	<i>Law on Road Transport No. 8308/1998 (amended);</i>	
16	<p><b>Topic 37. Minutes of Documentation of Administrative Violations</b></p> <ol style="list-style-type: none"> <li>1. Authorities for the verbalization of misdemeanors, the ascertainment and examination procedure.</li> <li>2. Form of the process - verbal for finding the violation.</li> <li>3. Rules of operation and awarding of administrative penalties by OASH.</li> <li>4. Minutes for ascertaining violations with and without supplementary action.</li> <li>5. Practice.</li> <li>6. (Filling in the minutes of the finding of the violation according to the scenario and form provided).</li> </ol> <p><b>LITERATURE:</b>  <i>Law "On State Police". no. 108 / 31.07.2014 (amended);</i>  <i>Law no. 8378, dated 22.07.1998, Road Code of the Republic of Albania, (amended);</i>  <i>Law on Administrative Misdemeanors as amended, no. 10279/2010;</i>  <i>The Criminal Procedure Code of the Republic of Albania;</i>  <i>Criminal Code of the Republic of Albania., amended;</i>  <i>Decision of the Council of Ministers no. 153, dated 07.04.2000 (Regulation for the Implementation of the Traffic Code; Ministry of the Interior;</i>  <i>Instruction No. 687 dated 05.12.2013, amended by Instruction No. 74/2103;</i></p>	Lecture 10 hours
17	<p><b>Topic 38/A. Speedometer: Radar</b></p> <ol style="list-style-type: none"> <li>1. We recognize the normative acts that regulate the work of the police during actions for the operation and use of the devices.</li> <li>2. We explain the operation and working principle of the speedometer and get to know some of the speedometers that the police use.</li> <li>3. The rules and conditions of using the speedometer and explain the principle of the Doppler phenomenon.</li> <li>4. Practice. (Perform practical actions with speedometers at KPPF premises).</li> </ol> <p><b>LITERATURA:</b>  <i>Law "On State Police";</i>  <i>Law no. 8378, dated 22.07.1998,</i>  <i>Road Code of the Republic of Albania, amended;</i>  <i>International Conventions on Human Rights; Assistance and programs developed by PAMECA, ICITAP and UNDP missions;</i>  <i>Order of the General Director of Police No. 1409 dated 05.11.2010, "On the use of the SCOUT system with integrated radars".</i>  <i>Instruction No. 667, dated 05.12.2013, of the Minister of the Interior.</i></p>	Lecture 4 hours
18	<p><b>Topic 38/B. Alcohol Measuring Device: Breathalyzer</b></p> <ol style="list-style-type: none"> <li>1. We evaluate the negative effects of alcohol use.</li> <li>2. Determine the stages of alcohol's action in the human body.</li> <li>3. To understand the effects that appear on drivers, as a result of the use of alcohol.</li> <li>4. We know the symptoms that appear in people who are under the influence of alcohol and the ways of determining the amount of alcohol.</li> <li>5. We explain the devices and technical tools for measuring alcohol, as well as their component parts.</li> <li>6. Practice. (Use of breathalyzer Dräger Alcohol test 7510, in the field).</li> </ol>	Lecture 4 hours

	<p><b>LITERATURE:</b>  <i>Law "On the State Police", no. 108 / 31.07.2014 (amended);</i>  <i>Law no. 8378, dated 22.07.1998, Road Code of the Republic of Albania, (amended);</i>  <i>Criminal Code of the Republic of Albania;</i>  <i>International Conventions on Human Rights;</i>  <i>Standard Work Procedures for Order and Safety; Assistance and programs developed by PAMECA, ICITAP and UNDP missions;</i>  <i>Instruction No. 667, dated 05.12.2013, of the Minister of the Interior.</i></p>	
19	<p><b>Topic 39/A. Road accidents</b></p> <ol style="list-style-type: none"> <li>1. Reasons for intervention and actions performed by police officers in cases of road accidents.</li> <li>2. Police actions at the scene with serious consequences.</li> <li>3. Analyzing factors for the cause of the accident, the main elements in the sketch, the methods used for fixation and measurements.</li> <li>4. Commands and techniques in regulating traffic at the intersection, and photos at the scene.</li> </ol> <p><b>LITERATURE:</b>  <i>Law "On State Police"; 108/2014 (amended);</i>  <i>Law no. 8378, dated 22.07.1998, Road Code of the Republic of Albania, amended;</i>  <i>Law on Administrative Misdemeanors as amended, no. 1079/2010;</i>  <i>Criminal Code of the Republic of Albania;</i>  <i>The Criminal Procedure Code of the Republic of Albania;</i>  <i>International Conventions on Human Rights;</i>  <i>Assistance and programs developed by PAMECA, ICITAP and UNDP missions;</i>  <i>Decision of the Council of Ministers no. 153, dated 04.07.2000 (Regulation for the Implementation of the Traffic Code), as amended.</i></p>	Lecture 6 hours
20	<p><b>Topic 39/B. Practical Exercises for Road Accidents</b></p> <ol style="list-style-type: none"> <li>1. We demonstrate the correct method of drawing up a sketch of the accident site using the method of triangles, making measurements.</li> <li>2. We demonstrate the correct method of compiling the sketch of the accident site using the method of coordinates, make measurements</li> </ol> <p><b>LITERATURE:</b>  <i>Law "On State Police"; Law no. 8378, dated 22.07.1998,</i>  <i>The Road Code of the Republic of Albania, amended; Law on Administrative Misdemeanors amended;</i>  <i>Criminal Code of the Republic of Albania;</i>  <i>The Criminal Procedure Code of the Republic of Albania;</i>  <i>International Conventions on Human Rights;</i>  <i>Standard Work Procedures for Order and Safety;</i>  <i>Assistance and programs developed by PAMECA, ICITAP and UNDP missions;</i>  <i>Decision of the Council of Ministers no. 153, dated 07.04.2000 (Regulation for the Implementation of the Traffic Code), as amended</i></p>	Lecture 7 hours
	<p><b>Topic 48. Preservation of the Event Site</b></p> <ol style="list-style-type: none"> <li>1. General procedures applied by police officers who arrive first at the scene.</li> <li>2. We determine the steps that the police officer who arrives first must follow in providing first aid to injured persons without disturbing the scene.</li> <li>3. The basic stages that must be followed by the employee at the scene.</li> </ol> <p>Compilation of the documentation by the police officer, as well as the handing over of the scene and informing the person in charge of the investigation group.</p>	Lecture 12

21	<p>4. We demonstrate the procedures that the participants must follow in relation to the actions that they must perform for the practical demonstration at a venue. (Practical).</p> <p><b>LITERATURE:</b>  <i>The Criminal Code of the Republic of Albania, amended; no. 7895/1995 (amended);</i>  <i>The Criminal Procedure Code of the Republic of Albania, amended;</i>  <i>Law No. 108/2014 "On the State Police". (changed);</i>  <i>Standard procedure for "Security of the place of the event". No. 372 dated 12.04.2017.</i></p>	hours
22	<p><b>Topic 54/A. Response to Cases of Domestic Violence</b></p> <ol style="list-style-type: none"> <li>1. We mention some definitions on domestic violence.</li> <li>2. Procedures and responsibilities of the police officer against domestic violence.</li> <li>3. Actions of investigation and interviewing in cases of domestic violence.</li> <li>4. Duties of the police officer for the implementation of protection orders.</li> </ol> <p><b>LITERATURE:</b>  <i>The Criminal Code of the Republic of Slovenia has been amended. No. 7895/1995 (amended);</i>  <i>The Code of Criminal Procedure of the Republic of Slovenia approved by Law No. 7905, dated 21.3.1995, (amended);</i>  <i>The Family Code of the Republic of Slovenia, approved by Law No. 9062, dated 08.05.2003;</i>  <i>Law No. 9669, dated 18.12.2006 "On measures against violence in family relationships";</i>  <i>Law no. 108/2014, dated 31. 07. 2014, (amended); "For the State Police".</i></p>	Lecture 4hours
23	<p><b>Topic 54/B. Domestic Violence Practice</b></p> <ol style="list-style-type: none"> <li>1. Let's get to know the types of protection orders that the police officer completes against domestic violence.</li> <li>2. Scenarios.</li> <li>3. Familiarize yourself with the "Protection Order" (UM) type form as well as the completion of the relevant sections to be completed by the police officer.</li> </ol> <p><b>LITERATURE:</b>  <i>The Criminal Code of the Republic of Slovenia has been amended. No. 7895/1995 (amended);</i>  <i>The Code of Criminal Procedure of the Republic of Slovenia approved by Law No. 7905, dated 21.3.1995, (amended);</i>  <i>The Family Code of the Republic of Slovenia, approved by Law No. 9062, dated 08.05.2003;</i>  <i>Law No. 9669, dated 18.12.2006 "On measures against violence in family relationships";</i>  <i>Law no. 108/2014, dated 31. 07. 2014, (amended); "For the State Police".</i></p>	Lecture 8hours
	<p><b>Topic 55. Management of Serious Incidents</b></p> <ol style="list-style-type: none"> <li>1. We define terms related to major (serious) events.</li> <li>2. We count the main tasks general patrol officers have to perform during a major (serious) event.</li> <li>3. We count the (actions) that must be performed by the general patrol officers at the scene, when dealing with the threat of explosives.</li> <li>4. We explain the procedure to be followed by the general patrol officers during</li> </ol>	Lecture 4hours

24	<p>the control of the apartments, in serious incidents.</p> <p>5. We identify the actions that general patrol officers should perform when they find or suspect "explosives (surprise)", "internal cordon (perimeter)" and "external cordon (perimeter)".</p> <p><b>LITERATURE:</b>  <i>Constitution of the Republic of Albania;</i>  <i>Law no. 108/2014, dated 31. 07. 2014, (With some changes in Law 58/2017); "For the State Police";</i>  <i>Training Manual: Management of crisis situations. MAPE mission;</i>  <i>The code of the Penal procedure;</i>  <i>International conventions on Human Rights; Standard procedure of order and security, no. 440/2017.</i></p>	
25	<p><b>Topic 56. Management of Unusual Incidents.</b></p> <ol style="list-style-type: none"> <li>1. Identify the actions that general patrol officers should take when confronted with suspects who are violent and emotionally disturbed.</li> <li>2. We explain the procedures that must be followed when dealing with hostage/hiding suspects situations.</li> <li>3. We identify the factors that general patrol officers should consider before taking actions to enforce the law when they are off duty.</li> </ol> <p><b>LITERATURE:</b>  <i>Constitution of the Republic of Albania;</i>  <i>Law no. 108/2014, dated 31.07.2014, (With some changes in Law 58/2017); "For the State Police";</i>  <i>Training Manual: Management of crisis situations. MAPE mission;</i>  <i>The code of the Penal procedure;</i>  <i>International conventions on Human Rights; Standard procedure of order and security, no. 440/2017.</i></p>	Lecture 4hours
26	<p><b>Topic 61. Control of Dangerous Goods</b></p> <ol style="list-style-type: none"> <li>1. We describe the classification of dangerous goods and their administration.</li> <li>2. Gain knowledge on explosives for civilian use and their administration.</li> <li>3. We describe the rules of transportation of dangerous goods and substances.</li> </ol> <p><b>LITERATURE:</b>  <i>Law no. 108/2014 "On the State Police" (as amended);</i>  <i>Law no. 9126, dated 29.7.2003 "On the civil use of explosives in the Republic of Albania";</i>  <i>Law no. 10 388, dated 03.03.2011 "On some additions and amendments to law no. 9126, dated 29.07.2003 "On the civil use of explosives in the Republic of Albania";</i>  <i>Law No. 118/2012 "On the transport of dangerous goods";</i>  <i>Criminal Code of the Republic of Albania;</i>  <i>Decision of the Council of Ministers No. 824, dated 11.12.2003 "On the classification, packaging, labeling and storage of dangerous substances and preparations</i></p>	Lecture 4hours
27	<p><b>Topic 62. Civil Emergencies</b></p> <ol style="list-style-type: none"> <li>1. Understanding civil emergencies and its types.</li> <li>2. Structures responsible for planning and dealing with civil emergencies.</li> <li>3. Operation of Police Structures in cases of civil emergencies.</li> </ol>	Lecture 4hours

	<p><b>LITERATURE:</b>  <i>Constitution of the Republic of Albania;</i>  <i>Law No. 8756 dated 26.03.2001 "On civil emergencies", amended by Law No. 10137, dated 11.05.2009; Law No. 8766, dated 05.04.2001 "On fire protection and rescue";</i>  <i>Law No. 7527, dated 11.12.1991: "For the military service of the F.A. in the Republic of Albania"; VKM No. 655, dated 18.12.2002: "On the establishment and operation of the structure of the national system of planning and dealing with civil emergencies";</i>  <i>VKM No. 532, dated 1.8.2003 for "Responsibilities and duties of the department of planning and dealing with civil emergencies";</i>  <i>Standard work procedure "For the management of state police structures in cases of critical events and civil emergencies"</i>  <i>Order, no. 680 date. 23.06.2017.</i></p>	
28	<p><b>Topic 63. Fire protection</b></p> <ol style="list-style-type: none"> <li>1. We explain what fire is, its elements.</li> <li>2. Preventive measures for fire protection are important.</li> <li>3. We identify the types of fire extinguishers and the steps to follow for their use</li> </ol> <p><b>LITERATURE:</b>  <i>Law No. 8756, dated 26.3.2001 "On civil emergencies";</i>  <i>Law no. 152/2015 "On fire protection and rescue service"</i></p>	Lecture 2 hours
29	<p><b>Topic 64. Border and Migration Police</b></p> <ol style="list-style-type: none"> <li>1. To describe the main historical moments of the Border and Migration Police of Albania.</li> <li>2. To know the legal bases, the Organization and Structure of the Border and Migration Police in the center and at the base.</li> <li>3. To recognize the competences of the Border and Migration Police.</li> </ol> <p><b>LITERATURE:</b> <i>Constitution of the Republic of Albania; Law No. 108/2014 "On the State Police"; Law No. 71/2016 "On Border Control".</i></p>	Lecture 2 hours
30	<p><b>Topic 65. State borders of the Republic of Albania</b></p> <ol style="list-style-type: none"> <li>1. Define the terms "state border", "border line".</li> <li>2. Identify the border marks and understand the importance of maintaining the border marks that define the state border.</li> <li>3. Define internal, territorial waters and sovereignty.</li> <li>4. They provide geo-physical data for the state border and the division of the state border into sectors.</li> </ol> <p><b>LITERATURE:</b>  <i>Constitution of the Republic of Albania;</i>  <i>Law No. 108/2014 "On the State Police";</i>  <i>Law No. 71/2016 "On border control";</i>  <i>Law No. 108/2013, dated 28.03.2013 "On Foreigners";</i>  <i>Law No. 121/2014 "On Asylum in the Republic of Albania";</i>  <i>Law No. 8668, dated 23.10.2000 "On providing Albanian citizens with passports for abroad"; Law No. 10306, dated 22.07.2010, on some additions and changes to Law No. 8668 "On equipping Albanian citizens with passports for abroad", as amended; Law No. 127/2020 "On the registration, manner of use and control of tourist and entertainment vessels".</i></p>	Lecture 3 hours



31	<p><b>Topic 66. Knowledge on Integrated Border Management</b></p> <ol style="list-style-type: none"> <li>1. Explain what the Schengen Catalog is and the EU Models for border controls.</li> <li>2. Define Integrated Border Management (IMB), principles and control standards of EU countries.</li> <li>3. Mention EU Priorities in the field of police coordination.</li> </ol> <p><b>LITERATURE:</b>  <i>Regulation (EC); No. 562/2006 of the European Parliament and Council March 15, 2006; Regulation (EC); No. 1168/2011 of the Parliament and Council of Europe; Schengen Borders Code; EC Directive 2010/252; Technical manual for border police &amp; migration.</i></p>	Lecture 3 hours
32	<p><b>Topic 67. Border Control Procedures (Border Verification)</b></p> <ol style="list-style-type: none"> <li>1. They correctly recognize the border crossing documents for Albanian and foreign citizens and vehicles.</li> <li>2. Clarify the term "valid passport" and the types of passports, according to the legislation in Albania.</li> <li>3. Explain the terms "refugees", "return", "deportation" and "inad".</li> <li>4. Explain the procedures for interviewing Albanian citizens returned from other countries.</li> </ol> <p><b>LITERATURE:</b>  <i>Constitution of the Republic of Albania; Law No.108 / 2014 "On the State Police"; Law No.71/2016 "On border control"; Law No.108/2013, dated 28.03.2013 "On Foreigners"; Law No.121/2014 "On Asylum in the Republic of Albania"; Law No.8668, dated 23.10.2000 "On providing Albanian citizens with passports for abroad"; Law No.10 306, dated 22.07.2010, on some additions and changes to Law No. 8668 "On equipping Albanian citizens with a passport for abroad", as amended; V.K.M. No.513 dated 13.06.2013 "On determining the criteria and documents on the entry, stay and treatment of foreigners in the Republic of Albania".</i></p>	Lecture 3 hours
33	<p><b>Topic 68. Control of Foreigners in the Territory</b></p> <ol style="list-style-type: none"> <li>1. To know the legal basis for the entry/stay of foreigners in RSH and definitions.</li> <li>2. To gain knowledge on the control of foreigners in the interior of the territory.</li> <li>3. To know the procedures for ascertaining the irregular situation at the border or territory.</li> </ol> <p><b>LITERATURE:</b>  <i>Constitution of the Republic of Albania; Law No. 108 / 2014 "On the State Police"; Law No. 71/2016 "On border control"; Law No. 108/2013, dated 28.03.2013 "For Foreigners"; Law No. 121/2014 "On Asylum in the Republic of Albania"; Law No. 8668, dated 23.10.2000 "For equipping Albanian citizens with passports for abroad.</i></p>	Lecture 3 hours

