



REPORT



KHYBER PAKHTUNKHWA JUDICIAL ACADEMY

*01-Week Training on Capacity building
of the staff of Excise, Taxation & Narcotics Control Department
from 18 to 23 July, 2022 (Batch-I)*



Sitting L to R: Mr. Shaked Arshad, Quai Qamar Iqbal, Raja Saif ur Rehman, Ms. Waideya Mushtaq Malik (DI-II), Syed Yasir Shabbir (DI-I), Mr. Shamsul Haq, Mr. Zafar Ullah Khan (Dir-Admin), Mr. Azhar Ali (Station Director), Ms. Farah Jamsheer (Director General), Mr. Zafar ul Islam (DG-ETNC), Mr. Zafar Ullah Khan (Dir-Admin), Mr. Salah ud Din (Dir-Narcotics), Mr. Masood ul Haq (ETHCND), Mr. Majid Khan (Incharge EIB), Mr. Muhammad Akram (Inspector (SCW)), Mr. Hibaullah Khan.

Standing L to R-1: Mr. Muhammad Ali Awan, Mr. Waheed Khan, Mr. Masar Khan, Syed Taspeer Abbas, Mr. Azmat Ali, Mr. Fakhra Raza, Ms. Ozair Iqbal, Mr. Abdul Halim, Mr. Muhammad Ilyas, Mr. Waheed Akhtar, Mr. Shoh Jahan, Mr. Adil Raza, Mr. Saif Ullah, Mr. Zigar Khan.

Standing L to R-2: Mr. Akbar Zada, Mr. Javed Khan, Mr. Muhammad Nasir Anis, Mr. Tanzeer Khan, Mr. Muhammad Raza Meerasa, Mr. Muhammad Ali, Mr. Sajjad Khan.

Prepared By:

Syed Yasir Shabbir
& Faryal Zia Mufti,
Director Instructions-I

Finalized By:

Muhammad Shoaib
Dean Faculty

CONTENTS

1. Introduction.....	3
2. Purpose of the report.....	3
3. Background.....	3
4. Learning Objectives & Out Comes.....	4
4. Proceedings.....	4
Lecture Synopses.....	4
Visit of the Forensic Science Laboratory, Peshawar.....	9
5. Impact of the Training.....	9
6. Quality of Training.....	10
Resource Persons' Evaluation.....	11
7. Feed-back.....	12
8. Conclusion.....	12
Annexures.....	13
Annex-a: Participants.....	14
annex-b: Training In Pictures.....	15

1. INTRODUCTION

The Khyber Pakhtunkhwa Judicial Academy (KPJA) has a statutory mandate to build capacity of all justice sector stakeholders, to hold conferences, seminars, lectures, workshops, symposia, and to establish liaison with research institutions, universities and other bodies including the Federal Judicial Academy, to further the cause of administration of justice.

With this end in view, the Academy arranged 06 – day training on capacity building of the Excise & Taxation Staff in narcotics control.

2. PURPOSE OF THE REPORT

This report aims to highlight general layout of the training and assess the quality and impact of training conducted by the Academy from 18th-23rd July.

3. BACKGROUND

Excise & Taxation Department was an attached Department of the Board of Revenue of the Provincial Government till 1997. From 1997 to 2000 it remained attached with the Finance Department and was upgraded as an independent Department in November 2000. The main function of the department was to collect different provincial taxes, duties, fees, and cesses. In 2019 the Khyber Pakhtunkhwa Control of Narcotic Substances Act, 2019 (Khyber Pakhtunkhwa Act No. XXXI of 2019) was enacted and power under the said law was conferred upon the Excise and Taxation department and Control of Narcotics Wing established to deal with the narcotics cases. Its duties now extend beyond tax facilitation to track down the use of unauthorized and vehicles with tempered chassis numbers and the trafficking of prohibited narcotics.

Due to change in job description and responsibilities, the Director General, Excise, Taxation & Narcotics Control, Khyber Pakhtunkhwa vide letter bearing No. 567/NCW/Training, dated 20/12/2021, requested the Khyber Pakhtunkhwa Judicial Academy for capacity building of staff of Excise, Taxation & Narcotics Control department in order to improve their knowledge and skills in the newly assigned area of narcotics control. The proposed training also envision to improve upon in the area of field job i.e. investigation and court proceeding as it was adversely affecting performance of officers/officials of the department.

Following a series of discussions between representatives from Excise, Taxation & Narcotics Control department, and the Faculty of KPJA, training modules, participant selection, activity schedule, and selection/nomination of resource persons were chalked out. It was also decided that the proposed training would be undertaken in two batches of about 25 trainees each. List of participants of the Batch-I is “Annex A”.

4. LEARNING OBJECTIVES & OUT COMES

Key learning objectives of the training were to:

- imbibe professional ethics and code of conduct
- sensitize participants on the Khyber Pakhtunkhwa Control of Narcotic Substances Act, 2019;
- enhance knowledge and develop practical skills relating to search & effective investigation techniques for collection and handling evidence; and
- gain an understanding of the investigative procedures and best practices specific to narcotics control.

At conclusion of activity, it is expected that the learning outcomes have been successfully achieved. Post training evaluation (impact, quality of and feedback on training given below) endorses accomplishment of the objectives and successful achievement of the learning outcomes.

4. PROCEEDINGS

Registration and Pre-Evaluation: Registration of the participants and their pre training evaluation were conducted.

Inaugural Ceremony: The training formally commenced with an inaugural ceremony chaired by Ms. Farah Jamshed, Director General, Khyber Pakhtunkhwa Judicial Academy. Mr. Zafar ul Islam, Director General Excise, Taxation and Narcotics Control Department was the Chief Guest of the ceremony. The Dean Faculty and all Directors of the Academy were in attendance. The Director-General Khyber Pakhtunkhwa Judicial Academy welcomed the participants and reflected upon the aims and objectives of the training course. The Chief Guest, Mr. Zafar ul Islam emphasized the significance of capacity building in the field of narcotics control. He highlighted the evolving responsibilities of the Excise, Taxation, and Narcotics Control department and stressed the importance of acquiring necessary knowledge and skills to effectively combat narcotics offenses.

LECTURE SYNOPSES

Overview of the daily proceedings and lecture synopses are reflected in the schedule of activities as below:

Day -1 : Monday 18 July, 2022			
S. No	Topic	Resource Person	Duration
1.1	Registration & Pre Evaluation		08:30 – 08:45
1.2	Recitation of the Holy Qur'an & Sermon		08:45–09:00
1.3	National Anthem		09:00 – 09:05
1.4	Welcome Address	Director General	09:05 – 09:10
1.5	Key Note Address	Director General Excise, Taxation & Narcotics Control	09:10– 09:15
1.6	Group Photo Session		9:15 – 09: 30
1.7	Ethics & Conduct • Code of Conduct • Professional Responsibilities • Ethics & Mannerism	Mr. Salah ud Din, Director Excise, Taxation and Narcotics Control	09:30 - 10:30
Tea Break (10:30 – 11:00)			
1.8	Orientation on Basic Laws • Khyber Pakhtunkhwa Control of Narcotics Substances Act, 2019 • Pakistan Penal Code, 1898 • Criminal Procedure Code, 1908 • Qanoon e Shahadat Order, 1984	Syed Yasir Shabbir, Director Instructions, KPJA	11:00 – 12:30
Lunch & Prayer Break 12:30 - 01:30			
1.9	Orientation on Khyber Pakhtunkhwa Control of Narcotics Substances Act, 2019 • Definitions • Offenses & Punishments • Abetment & Obstruction • Special Courts	Mr. Muhammad Khalid, Excise & Taxation Officer/Circle Officer, Khyber	01:30 – 03:00
July, 2022			
2.1	• Recitation of the Holy Qur'an • Feedback Session	Faculty	08:30 - 09:00

2.2	Arrest, Search Warrants, Searches, Seizure & Sealing – Practical Aspects ● Obtaining Arrest & Search Warrant ● Search (person, vehicle & dwelling house) ● Search of Female Accused ● Arrest, Escape & Retaking ● Seizure ● Weighing ● Separation of Samples – Nature of Case Property ● Sealing of samples and case property ● Search of a dwelling house	Mr. Irfanullah, DyPP	09:00 - 10:30
Tea Break 10:30 – 11:00			
2.3	Arrest, Search Warrant, Recovery, Murasala -Practical Exercises ● Applications for Arrest & Search Warrants ● Drafting; ● Recovery Memo, ● Card of Arrest, ● <i>Murasla</i> ● Conducting other spot proceedings including preparation of site plan	Mr. Irfanullah, DyPP	11:00 - 12:30
Lunch & Prayer Break 12:30 - 01:30			
2.4	Chain of Custody, Maintaining Record, Transmission of accused & Case Property from spot- Theory & Practice ● Chain of Custody - Transmission, safe custody & deposit of case property in Excise Police Station. ● Maintaining relevant Registers ● Transmission of spot report to Police Station ● Transfer of accused from spot to Police Station	Mr. Sangeen Shah, DPP	01:30 - 03:00
Day -3: Wednesday 20 July, 2022			
3.1	● Recitation of the Holy Qur'an ● Feedback Session	Faculty	08:30 - 09:00
3.2	Collection of Evidence – Theory and Practical Skills ● Collection of Evidence during investigation ● Relevant Facts ● Admissible Evidence	Malik Amjad Inayat, Advocate	09:00 - 10:30
Tea Break 10:30 – 11:00			

3.3	Investigation – Theory & Practical Skills - Investigation - Site plan (<i>Naqsha Moqa</i>) - Statement of witnesses (u/s 161 & 164 CrPC) - Digital Investigation (Obtaining & deciphering Call Data Record) - Case Diaries	Mr. Muhammad Inam Yousafzai, Additional Advocate General	11:00 - 12:30
Lunch Break 12:30 - 01:30			
3.4	Remand & Investigation – Theory & Practical Skills - Remand of accused for investigation - Remand of female & Juvenile accused - Associating Private Witnesses & Obtaining bonds for their appearance - Statement of Accused (u/s 161 & 164/364 CrPC)	Mr. Muhammad Khalid, Special Prosecutor, ANF	01:30 - 03:00
Day-4: Thursday 21 July, 2022			
4.1	- Recitation of the Holy Qur'an - Feedback Session	Faculty	08:30 - 09:00
4.2	Orientation on Disposal of Articles Seized and Tracing, Freezing, Forfeiture, Management & Confiscation of Assets - Seizure of contraband & Connected Articles - Production in Court (with accused & during Trial) - Interim custody (<i>Superdari</i>) & taking Surety bonds - Confiscation & Destruction - Tracing of assets - Freezing & Forfeiture - Management of frozen & forfeited assets	Mr. Attiqu-ur-Rehman, Director Administration, Prosecution Directorate, Peshawar	09:00 - 10:30
Tea Break 10:30 – 11:00			
Departure to FSL			
4.3	Forensic Investigation - Forensic investigation - Safe transmission to and deposit of case property in the FSL - Bringing FSL reports on record - Best practices & emerging trends in investigation of narcotics cases	Mr. Muhammad Bilal, Instructor, FSL	11:30 - 12:30
4.4	Visit of FSL – Chemical analysis of contrabands	Directors Instruction & Administration	12:30 - 2:00
Departure from FSL			
Lunch 2:30			
Day-5 : Friday 22 July, 2022			

5.1	• Recitation of the Holy Qur'an • Feedback Session	Faculty	08:30 - 09:00
5.2	Orientation on Trials Before Special Courts • Magistrate Trial • Sessions Trial • Responsibilities of Narcotics Control Staff • Attendance of Accused • Production of Private Witnesses • Attendance of Sureties	Hafiz Naseem Akbar, D&SJ	09:00 - 10:30
Tea Break 10:30 to 11:00			
5.3	Submission of Final Report (Challan) • Challan and its kinds • Statutory requirements of challan • Preparation of Index • Scrutiny of Case and Checklist for case submitted for Trial • Effective liaison with Prosecution during investigation and before submission of challan	Mr. Saqib Sultan Jadoon, DPP	11:00 - 12:30
Friday Prayer & Lunch Break 12:30 - 01:30			
5.4	Recording of Evidence • Preparing for Evidence • Recording Evidence • Examination in Chief • Cross Examination • Examination of as to Separation of Samples, Weighing, Preparation of parcels, Safe custody, transmission to FSL, Chain of Custody & Production of Case Property • Related issues	Malik Amjad Inayat, Advocate	01:30 - 03:00
Day 6: Saturday 23 July, 2022			
S. No	Topic	Resource Person	Duration
6.1	• Recitation of the Holy Qur'an • Feedback Session	Faculty	08:30 - 09:00
6.2	Avoiding Common Errors- Investigation • Search • Arrest • Seizure • Recovery • Parceling • Chain of Custody • Investigation • File completion • Others related issues	Mian Asghar Shah, D&SJ	09:00 - 10:30
Tea Break 10:30 to 11:00			

6.3	Avoiding Common Errors – Trial ● Production of Witnesses ● Evidence & Role of Witnesses ● Production of Case Property ● Other related issues	Mian Asghar Shah, D&SJ	11:00 - 12:30
Concluding Ceremony			
6.4	Recitation from the Holy Qur'an		12:30 – 12:35
	Remarks of Class Representatives		12:35 – 12:40
	Concluding Address of Director General		12:40 – 12:45
	Address of the Chief Guest		12:45 – 12:55
	Conferment of Certificates		12:55 – 01:00
	Prayers, Lunch & Departure		01:00 onwards

VISIT OF THE FORENSIC SCIENCE LABORATORY, PESHAWAR

To complement the theoretical knowledge and practical skills provided during the training sessions, the Academy arranged visit to the Forensic Science Laboratory, Peshawar (FSL). The visit to the FSL allowed participants to observe and learn from experts in the field, ensuring a deeper understanding of the forensic processes and techniques employed in the investigation and prosecution of narcotics cases. They also visited different departments of the facility and were apprised with practical demonstrations like chemical analysis of contrabands and documentation procedures.

Post-Evaluation: At the end of the training, the post-training evaluation and assessment were conducted.

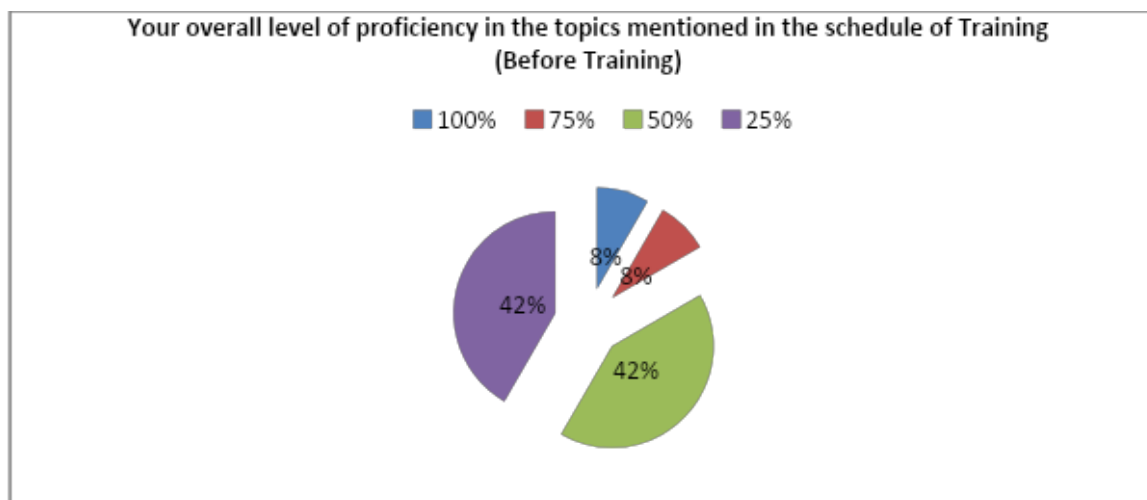
Concluding Ceremony: The training concluded in a formal ceremony presided over by the Dean Faculty and attended by all Directors/Faculty of the Academy. The class representative shared his views and appreciated efforts made by the Academy in organizing a comprehensive training program. In the end, certificates were awarded amongst the participants.

5. IMPACT OF THE TRAINING

5.1 Significant indicator of the training impact is:

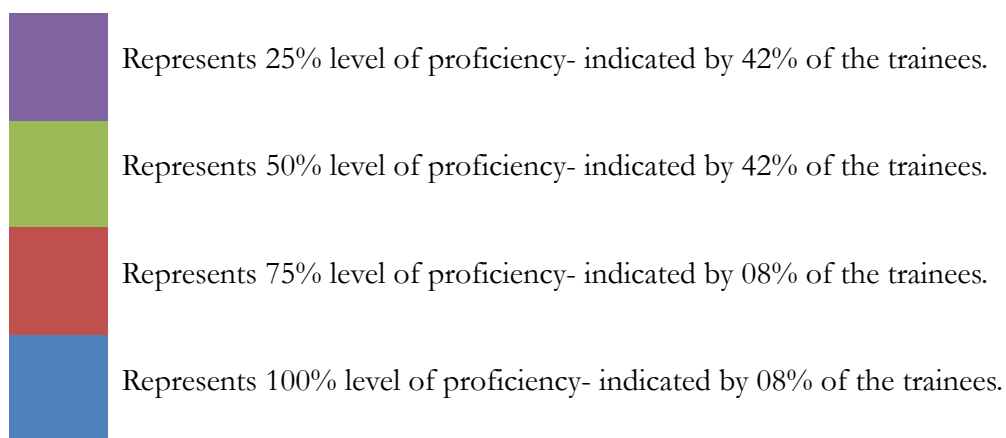
5.1.1 Whether the training contributed to an increase in the knowledge of the participants?

The pre-& post-evaluation questionnaire was designed to deal with this aspect. The relevant feedback obtained from the participants is reflected below:



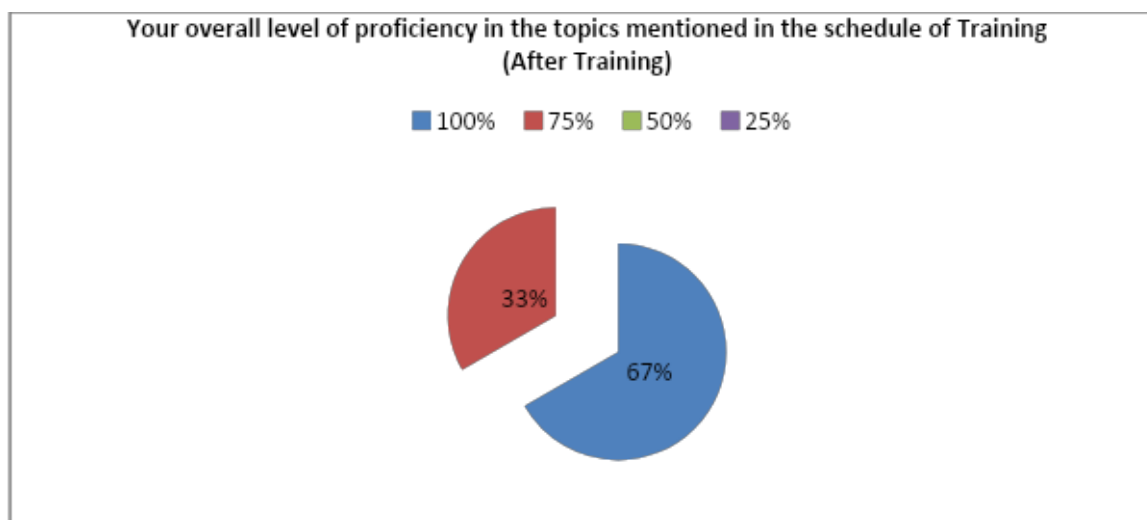
Interpretation:

The above pie chart represents the level of trainee's proficiency in the topics of the training schedule before the commencement of the subject training:



6. QUALITY OF TRAINING

6.1 The quality of the training can be assessed by the participant's evaluation of the resource persons. Moreover, the participants were asked to comment on the overall quality of the training program. Their response and feedback are shown in graphic and tabulated form below:



Interpretation:

The above pie chart represents the level of trainee's proficiency in the topics of the training schedule after the conclusion of the subject training:



Represents 75% level of proficiency- indicated by 33% of the trainees.

Represents 100% level of proficiency- indicated by 67% of the trainees.

RESOURCE PERSONS' EVALUATION

TOPIC/RESOURCE PERSON- BATCH-I	%
Ethics & Conduct by Mr. Salah ud Din	94
Orientation on Basic Laws by Syed Yasir Shabbir	94
Orientation on Khyber Pakhtunkhwa Control of Narcotics Substances Act, 2019 by Mr. Muhammad Khalid	93
Arrest, Search Warrants, Searches, Seizure & Sealing – Practical Aspects by Mr. Irfanullah	93
Arrest, Search Warrant, Recovery, Murasala -Practical Exercises by Mr. Irfanullah	92
Chain of Custody, Maintaining Record, Transmission of accused & Case Property from spot - Theory & Practice by Mr. Sangeen Shah	92

Collection of Evidence – Theory and Practical Skills by Mr. Malik Amjad Inayat	92
Investigation – Theory & Practical Skills by Mr. Muhammad Inam Yousafzai	92
Remand & Investigation – Theory & Practical Skills by Mr. Muhammad Khalid	91
Orientation on Disposal of Articles Seized and Tracing, Freezing, Forfeiture, Management & Confiscation of Assets by Mr. Attiqu-ur-Rehman	91
Forensic Investigation by Mr. Muhammad Bilal	91
Orientation on Trials Before Special Courts by Hafiz Naseem Akbar	91
Submission of Final Report (Challan) by Mr. Saqib Sultan Jadoon	90
Recording of Evidence by Mr. Malik Amjad Inayat	90
Avoiding Common Errors- Investigation by Mian Asghar Shah	90
Avoiding Common Errors – Trial by Mian Asghar Shah	90

7. FEED-BACK

Participants also furnished their general comments on the training and the same are reproduced as follows:

1. Duration of training should be at least of two weeks.
2. Inclusion of more practical exercises will make training further impactful.

8. CONCLUSION

Training on narcotics control for the Excise and Taxation Officer is essential for enabling them to meet the challenges of new their responsibilities. Vision and objectives set out in the Concept Note were successfully translated into action by the Academy by designing and rolling out comprehensive training to the Excise and Taxation Officers. The resource persons, delivered highly informative and interactive lectures and conducted outcome-based practical exercises. Graphical feedback of participants indicates that the trainees' performance and effect have been rated well in aggregate. The trainees review further reflects the achievement of the training objectives. All activities were properly carried out and the training was successfully concluded.

ANNEXURES**ANNEX- A: PARTICIPANTS****ANNEX- B: TRAINING IN PICTURES**

ANNEX-A: PARTICIPANTS

S. No	Name	Designation	Station
1	Mr. Muhammad Ilyas	Inspector	D.I Khan
2	Mr. Hizbullah Khan	Inspector	D.I Khan
3	Mr. Saif Ullah	Inspector	D.I Khan
4	Mr. Ozair Iqbal	Inspector	Mansehra
5	Raja Saif ur Rehman	Inspector	Abbottabad
6	Mr. Abdul Hafeez	Inspector	Abbottabad
7	Mr. Zigar Khan	Inspector	Swat
8	Qazi Qamar Iqbal	Inspector	Abbottabad
9	Mr. Adil Rauf	Inspector	D.I Khan
10	Mr. Shakeel Arshad	Inspector	Peshawar
11	Mr. Shah Jahan	Sub. Inspector	D.I Khan
12	Mr. Faheem Raza	Sub. Inspector	Abbottabad
13	Mr. Taseer Khan	Sub. Inspector	Swat
14	Mr. Azmat Ali	Sub. Inspector	Swat
15	Mr. Waheed Akbar	Asst. Sub. Inspector	Peshawar
16	Mr. Sajjad Khan	Asst. Sub. Inspector	D.I Khan

17	Syed Toqeer Abbas	Asst. Sub. Inspector	Mansehra
18	Mr. Mohammad Ali	Asst. Sub. Inspector	Swat
19	Mr. Muhammad Nasir Amir	Asst. Sub. Inspector	Peshawar
20	Mr. Masaz Khan	Asst. Sub. Inspector	Swat
21	Mr. Muhammad Raza Meesam	Asst. Sub. Inspector	D.I Khan
22	Mr. Junaid Khan	Asst. Sub. Inspector	Peshawar
23	Mr. Akbar Zada	Constable	Swat
24	Mr. Waheed Khan	Constable	Swat
25	Mr. Muhammad Ali Awan	Constable	Abbottabad

ANNEX-B: TRAINING IN PICTURES



Glimpses of Inaugural Ceremony with Day 1 Activities
18 July, 2022



Activities of Day 2
Sessions on Arrest to Transmission of accused
19 July, 2022



Flash of Day 3
Stages of Investigation, 20 July, 2022



Activities of Day 4
 . Orientation on Disposal of Case Property
 . Forensic Investigation
 21 July, 2022



Visit to FSL
by the Participants on Day 4, 21 July, 2022



Glance of Day 5

1. Submission of Challan, 2. Trail before Special Courts,
22 July, 2022



Session of Day 6

Avoiding Common Errors During the Investigation and Trail
23 July, 2022



Glimpses of Concluding Ceremony
23 July, 2022