

## MODULE DESCRIPTIONS

### COMMUNICATION FOR POLICING

Competency in English is an essential skill for students to conduct themselves professionally in the work environment. This module will equip students with the academic skills to ensure accurate completion of official police documents, registers, statements, and letter writing. Students will be equipped with the necessary skills to do research, apply effective writing skills, and practice positive verbal communication skills in the work environment.

### COMMUNITY SERVICE CENTRES

It is essential that Community Service Centre (CSC) Commanders have the necessary competencies to manage the CSC effectively and efficiently to address the specific needs of the community. This module equips students with competencies regarding effective management functions according to the Law Enforcement Standards and Operation Procedures, the ability to contextualise service delivery and practising the importance thereof in law enforcement, to apply procedural requirements when receiving/dealing with a client in the CSC and to integrate accountability management in the CSC to improve service standards.

### CRIME DETECTION I

An investigator within the policing/law enforcement environment must have a working knowledge of the principles and prescripts relating to the management of crime detection to correctly manage the crime detection process. This module will provide students with the skills needed to manage the crime detection process, as well as knowledge of crime investigative techniques. Students will also learn how to manage the collection and preservation of evidence for forensic and other purposes in this module. Students will further develop an understanding of the criminal justice process as well as being able to explain the important relationships which must be forged with important role-players. Lastly, this subject will equip the students with the prerequisites characteristics expected from an investigator and to understand the importance of integrity management in the investigation process.

### CRIME DETECTION II

The discovery of a crime, the identification of a suspect, and the collection of sufficient evidence to indict the suspect before a court are the three distinct phases of crime detection. Prospective students will understand and be familiar with the relevant regulatory framework for crime detection. This module will expose students to a variety of crime detection activities, such as filtering information and intelligence to improve crime detection, conducting case docket analysis, conducting investigations, and managing media liaison in matters relating to crime detection in accordance with prescribed internal controls.

### CRIME PREVENTION MANAGEMENT I

The purpose of this module is to equip students in the policing environment with knowledge and skills to demonstrate competencies in basic and intermediate aspects relating to crime prevention management. The module is tailor-made for all law enforcement agencies in Southern Africa. It will enable students to consolidate and deepen their expertise to develop crime prevention operational plans by optimally utilizing information systems and resources that are available within their law enforcement environment to effectively prevent crime.

### CRIMINOLOGY

Criminology is the scientific study of crime and criminal activities which are part of our everyday lives. The criminologist strives to understand, explain, and prevent this phenomenon. This module will equip students with an understanding of the field of criminology and its applications, the ability to define the concepts of criminology, crime, and victim, to differentiate between all aspects of the crime phenomenon, to distinguish between "juridical" and "non-juridical" definitions of crime, to understand the duties and the functions of a criminologist and a victimologist, criminology as a science and to indicate new developments in criminology.

### DEMOCRATIC POLICING AND SOUTH AFRICAN HISTORY

The prospective students will understand the linkages between democratic policing and the regulatory framework for law enforcement agencies. The ability to effectively apply different approaches to reform policing focusing on political philosophy in the changing world to professionalize law enforcement agencies. Students will effectively use different approaches for crime deduction through the application of community policing, crime mapping and analysis, hot spot policing, and problem-solving policing.

### END-USER COMPUTING

End user computing includes an online training component which allows students to practice simulated MS Office tasks at their own pace, supported by integrated feedback which helps them to identify and remedy their mistakes; and an assessment component which will count towards their overall module result. Students will also complete several assignments in which they will be expected to apply the MS Office tools that they have practiced in the online environment.

### FUTURISTIC POLICING

An in-depth knowledge of how-to police in the future is an important skill for any law enforcement graduate. Futuristic Policing module will empower students to competently police and lead in the future. Students will be challenged to move from reactive policing to initiative-taking policing. The module will instruct students in analytical and initiative-taking policing skills. Students' knowledge of partnerships that Police can have with other agencies will be enhanced. The module will address students' understanding and knowledge of strategies to increase the efficiency and effectiveness of policing, future trends in policing technology, leadership, and threat identification.

## FUNCTIONAL POLICING

The module provides and introduces the student to the application of functional policing aspect to policing. It discusses the different categories of functional policing such as pilots, doctors, divers, social workers and their support role to the police. The different level of functional policing is assessed. These levels include station, clusters, provincial and National. The student will also gain knowledge and understanding of the need for and importance of functional policing.

## INTEGRATED CRIMINAL JUSTICE SYSTEMS

This module focuses on an understanding the integrated Criminal Justice System and the purpose and role-players and their functions. The student will be exposed to the process follow between the different role-players and the integrations of systems in the Criminal Justice System. It will also equip students with the knowledge and skills on how to utilise the functional, operational and support systems to optimize the use of information in solving crimes.

### LAW I

The module introduces a student to the basis of the legal system and explain important principles on the sources and classification of the law. The value of the Constitution is discussed, specifically within the context of fundamental rights and policing. The criminal justice system is explained to ensure that a student understand the role and responsibly of different role players, the importance of co-operation and interdependency between different role players. The module includes a basic understanding of elements of crime. The discussion concludes with the commencement of criminal cases, namely the reporting of crime and processes such as interviewing of witnesses and suspects.

### LAW II

The module provides an overview of criminal procedural law with particular focus on the responsibility of police officials. This includes a discussion on the legal principles relating to securing the attendance of an accused in court, arrest, the use of force to effect an arrest, the release of an accused from detention (including bail), search and seizure and the gathering of bodily features (including fingerprints, buccal samples, and identification parades). The module further focuses on confessions and admissions, important principles relating to testifying in court and oral testimony in court.

### LAW III

The module focusses on legal matters in respect of evidential aspects relating to the investigation of crime. The module discusses complex legal principles in a practical manner within the context of crime investigation and provides guidance on lawful measures to strengthen of the case against an accused. Evidence such as the cautionary rule, character evidence, opinion evidence, hearsay, circumstantial evidence, documentary and factual evidence and evidence gathered by electronic means are explained to enable a student to assess and determine its admissibility as evidence in court.

## OPERATIONAL POLICING

The focus of this module is the application of operational functions to protect and serve the community. It will provide the student with an understanding and knowledge of the necessary tools and powers that the Police use to prevent crime that is identified. The codes of Practices and law governing operational policing is assessed and the function of the police is evaluated in line with Vision, Mission and Objectives of Policing. Different policing styles are identified in line with operational policing functions and the challenges and ethical dilemmas that police are experiencing are addressed in operational policing.

## POLICE ADMINISTRATION I

It is essential for policing officials to know and understand the purpose and completion of the various registers utilised in the Community Service Centre (CSC) environment. This module will equip students with competencies regarding registers such as the occurrence book, firearm register, vacant premises register and registers utilised during the detention process, the exhibit management process, the financial management process, and the resource management process. It further covers the operational and management functions of a CSC.

## POLICE ADMINISTRATION II

Where PAD100 focuses on the purpose and completion of the registers utilised in the Community Service Centre (CSC) environment, this module focuses on the inspection and management processes in the CSC. It thus equips the students with competencies in relation to the inspection of registers such as the occurrence book, firearm register, vacant premises register and the management of the detention of persons in custody, property and exhibit, financial registers, and resources.

## POLICE MANAGEMENT I

This module is developed to ensure that managers, commanders or aspirant managers and commanders in respective policing and law enforcement environments are equipped with requisite knowledge, skills and attitude to deliver effective and efficient management services. The module covers elementary knowledge on the fundamental functions of management such as planning, organising, leading, control and coordination. As a manager in policing and law enforcement spaces, it is required that an incumbent should possess technical skills, people skills and conceptual skills to function efficiently to enhance delivery of services to the clients.

## POLICE MANAGEMENT II

The module is designed to reinforce the theory of knowledge that was learnt during the 1st year of study of the qualification. It is intended to expand on the knowledge and the practical application of information in policing and law enforcement environments. It provides for an enhanced performance on both operational and support environment as it prepares students to become better and improved managers or commanders in the execution of their duties.

Moreover, this module outlines various components and elements of management as a field of study such as management principles, enterprise environment, generic functions of management, knowledge of communication, conflicts, conflict resolution in the workplaces, problem-solving and decision-making, and their intuitive application thereof in the work setting.

## POLICE MANAGEMENT III

The challenges facing policing and law enforcement require managers that can develop strategies and use project management to creatively find solutions to various management confronts. The police managers face different crime situations daily, which require them to develop noble strategies to deal with them. They also guide officers to develop operational plans and projects to address these situations. This module instructs students about strategic management, development of operational plans, management of people at risk and development of people through coaching and mentoring, among others.

## PROFESSIONAL CONDUCT

Professionalising the police or law enforcement agencies is one of the dreams envisaged by the National Development Plan (NDP). This module will equip the student with the necessary competencies required to understand what constitutes professional conduct, identify ethical dilemmas, and apply ethics in policing. The identification of service delivery principles is critical in empowering the student to understand and respond positively to the safety aspirations of citizens. Furthermore, where the promised service standards are not met, the module sets out a formal way of dealing with complaints to build trust and minimize civil claims. This module is, therefore, crucial for all police or law enforcement officers.

## RESOURCE MANAGEMENT

This module will equip students with competencies required in analyzing the application of resource management which are related to the law of Policing including strategies in the acquisition and allocation of physical and human resources, understanding the allocation of budget and the flow of information, competency for working with internal and external clients for effective and efficient policing.