

Instructive For Specialists of Community police and Human rights



HRE/ ED/6/en/30



**INSTRUCTIVE FOR SPECIALISTS
OF COMMUNITY POLICE AND HUMAN RIGHTS**



APPRECIATION

The National police has prepared this training material known as a pedagogical instructive for the implementation of the Integral Policy of the Relationship Police - Community for the chief of sector, official police - community or the monitor, to have at hand the basic elements techniques and pedagogical to guarantee in an effective and efficient way the work that they carry out in their community.

Considering that one of the biggest concerns in the police institution is to improve and to strengthen the bonds with the community in general, with the objective to work coordinately to lower the criminal indexes and to prevent them from inside the communities.

We hope that with this document a recognition be made to the chiefs of sector that do the work in relationship with the community, the prevention of crime and the organization of the committees to prevent crimes, providing the necessary knowledge to make an easygoing task.

The above-mentioned will permit better achievement professionally of the members of the institution and this way to better the image before the community to who we engage ourselves and for which we carry out our work.

We thank the valuable contribution of the OACDH, the European Union and the PNUD as organisms concerned of the professionalism of our institution.

PRESENTATION

This instructive that we are putting in your hands must serve to improve and to strengthen the relationship between the police and the community in all its levels. Its objective is that the chief of sectors, Official Police - Community and the monitors have an aid instrument that will allow them to multiply the knowledge acquired about the Integral Politics of the Relationship Police Community and Human Rights and its implementation in the community.

In modules I and II of this instructive are explained the politics, their antecedents, legal foundation, conceptualization, fundamental principles, objectives and general lineaments.

In module III are presented pedagogic elements, participative techniques, and group works such as: The Pedagogic Foundations of the Teaching Learning Process, of Organization of the Training Forms, Participative Techniques and Management of Projectables and non Projectables equipment.

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Policía - Comunidad

Disposition No. 0426 – 2001

From the General director of the national police, first commissioner Edwin Cordero Ardila, provides the validity and implementation of the integral policy of the police community and the Human Rights.

CONSIDERING

I

That the national policy, by constitutional order complemented by the Law 228, National Police Law, have as fundamental mission guarantee and maintain the security, the citizens tranquility, the respect and Human Rights protection.

II

To comply with the institutional missions the national police must guarantee, as main strategy the sustainable strengthening of its relationship with the communities by offering a more efficient service and a just human treatment to the inhabitants.

LAY OUT

FIRST

Put in to validity the integral policy of the police community and Human Rights, that will constitute one of the directing documents of the actual police as a modern work phylosophy and transversal axe that crosses all the organized structures of the police.

SECOND

Implement the integral policy of police community and Human Rights, which will be of strict compli-ment for all the members of the national police, they must contemplate in the strategical and operative planification of the police work. It will be part of the police academy studies material and will be an obli-gated study for all the students of that superior center, also it will be part of the continuos preparation system.

THIRD

The responsibility of the complying of the present are the general sub directors of the national police, the general inspector, the chief of specialties and organs of help and the chief of the territorial delegations of the police.

Managua, November 20, 2001.

First commissioner
Edwin Cordero Ardila
General Director
National police



Honor - security - service

MODULE I

PRESENTATION OF THE INTEGRAL POLICY OF THE RELATIONSHIP POLICE COMMUNITY AND HUMAN RIGHTS.

OBJECTIVE OF THE FACILITATOR

- 1) To present the contents of the Integral Policy of the Relationship Police Community and Human Rights.
- 2) To strengthen and to improve the relationships of the police with the Community.
- 3) Instill the population in general to participate organized in the communal committees.

OBJECTIVES OF THE PARTICIPANTS

- 1) To acquire the basic knowledge on the Integral Policy of the Relationship Police Community and Human Rights.
- 2) To facilitate the necessary elements to put in to practice the Integral Policy contents.

1. Historical antecedents of the Integral Policy of the Relationship Police Community and Human Rights.



Good boy, I begin with the Historical Antecedents, let us speak a little about what happened in our country.

From their creation the National Police of Nicaragua has gone through different stages in its modern and professional process that have been determined by the political, social and economic factors of the country.

In this itinerary the National Police has been evolving in its performance; after having assumed an identified process, with the partisan character and the military thing in the defense of the nation, at the present, time their mission is guided to the people's protection and security, thinking about important challenges in the strengthening of the institutional bases.

This link between the National Police and the civil society has its roots in a historical tradition that one has come strengthening through the different actions. They have not only remained united during the defense of the revolution, but also at the moment they yield to the prevention of the crime and the citizen security, this has allowed to go building a body of police with vision of the future, based on the respect of the human dignity.

Processes like: the democratization of the society, the transition to a State Rights, the decentralization of the State, the Profesionalization and modernization of the Corps of Police and the incorporation of the focus on gender, they have demanded the systematization of such experience.

In 1995 the Headquarters of the National Police, for the first time establishes to prioritize the preventive area, through the specialty of National Public Security, so it was necessary to structure a new strategy based on the prevention of crime, in which they would involve the public institutions; private enterprise and organizations of the civil society.

In that same year the Rules of Internal Organization of the Specialty of Public Security were approved and in 1996 the Police Doctrine, that establishes in a clear way the conception and the philosophy of public prevention service of crime, that the National Police offers to the Nicaraguan society. In this document it guides to the Specialty of Public Security to adopt the preventive-corrective integrated pattern, which conceives the crime as a social problem.

Chico._ Well, this is important what Marie asks,



Police - Community

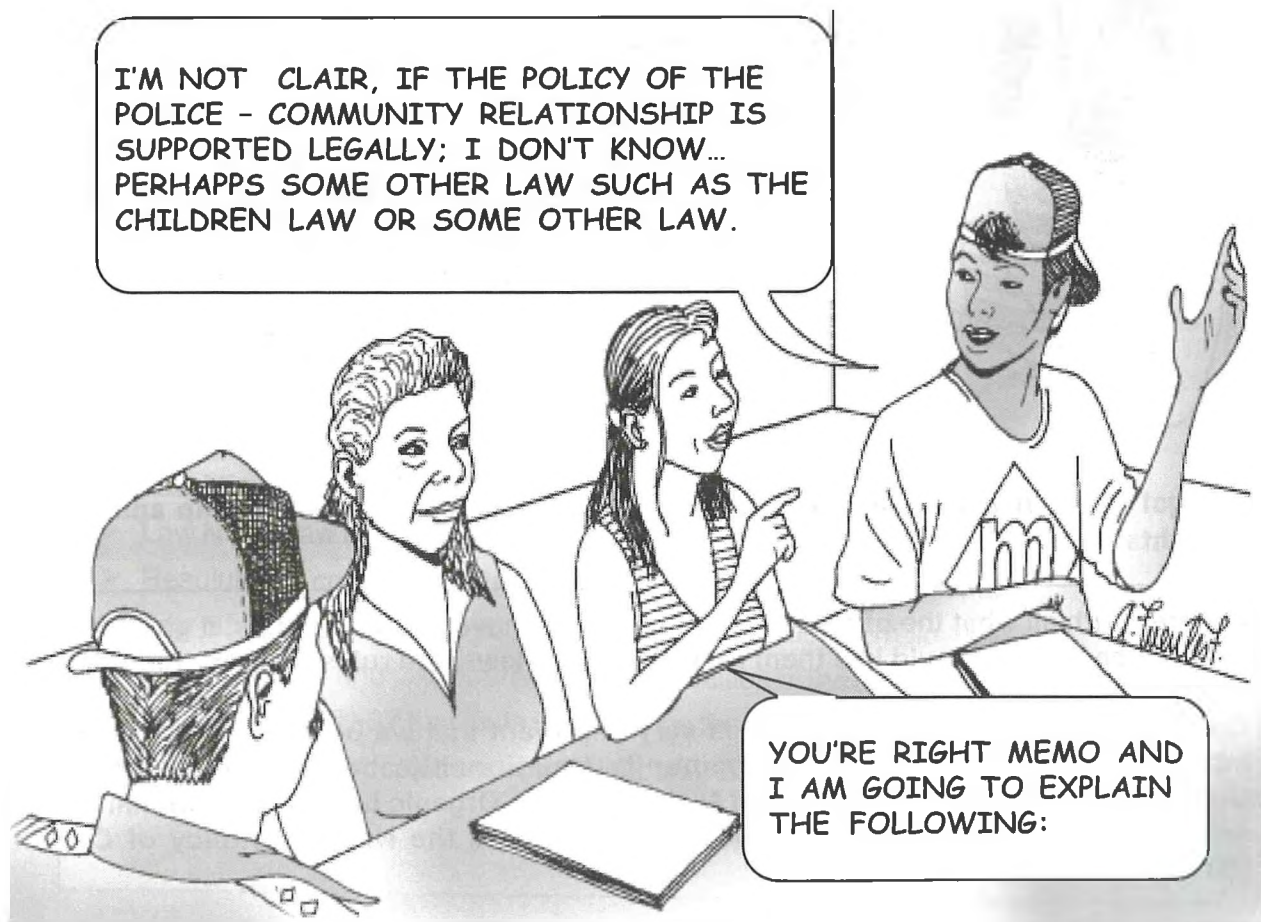
because although the police, has been working in an organized way with the community, the police give orders to all its structures to the strengthening of the police – community relationship, taking into account its Mission and Institutional Vision.

In 1997, the National Police elaborates the Plan to Medium Term as Guide for the Action”, based on three main axes that guide the police work for the future:

- 1) To approach the missions with strategic vision.
- 2) To consolidate and to strengthen the legitimate and institutionalist process, of the institution. internal and externally.
- 3) To strengthen the relationship with the community, national institutions and inter institutional organisms through the Integral Politics of the Police - Community Relationship.

Memo - I am not clear if the Politics of the Police - Community Relationship, it is supported legally, I don't know, perhaps some law like the Children's Law or some other law.

Chico - You are right Memo and I will explain to you the following:



Policia - Comunidad

For the formulation of the Integral Policy of the Police - Community Relationship, they have considered the Organic Law of the National Police (Law N° 228), the Police Doctrine, Code of Ethics, and other philosophical and doctrinal documents, the institutional planning, the relative investigations to the topic, carried out by the National Police also other organizations, beside the rules and international agreements on the human rights subscribed by the Republic of Nicaragua. The experiences of other police institutions of the Central American and Latin American region were studied, as well as other Public Politicians made about the children, women, citizen participation, population and development.



2. Legal Base of the Integral Policy of the Police Community Relationship and Human Rights.

Martha - With all what the officials Chico and Marina have explained to us, it give us more confidence, but we would like them to tell us which laws and rules support this Policy?

Chico – What Martha outlines to us is very important that we be clarified because, the Integral Policy of the Police - Community Relationship, has as a legal base the Constitutional Law of the Republic of Nicaragua, The Organic Law of the National Police and it is sustained in the Law of Municipalities and the National Policy of Citizen Participation.

Legal basis of the National Police.

The National Police as their Organic Law, I Article N° 1, has as mission: "To protect the life, the integrity, the security of people and the free exercise of the rights and the citizens' freedoms; also it is responsible for the prevention and persecution of the crime, the prevention of the internal social public order, to look after the respect and preservation of the properties of the State and of particulars, to offer the necessary aid to the judicial power and other authorities that requires it, according to the law for the fulfillment of their functions.

It is an institution of public service, with constitutional range of professional, civil and technique - scientific character that exists to give effectiveness to the Right.

Juridical Base of the police performance,

The Police performance is based on a set of Laws and Internal Rules that legitimate its procedures. These are:

- The Constitution of the Republic of Nicaragua.
- Law N° 287 Code of the Child and the Adolescence.
- Law N° 290 Organization, competition and procedures of the Executive Power.
- Law N° 228 organic Law of the National Police and their regulation
- (decree N° 26-96).
- Law N° 230 Law of reformatations and additions to the Penal Code and their reformatations
- Law N° 150.
- Organic law of the Public Ministry.
- Law N° 144 Law of Judicial Aid
- Law N° 40 Law of Municipalities and their reformation Law N° 261
- Resolutions, commands and occupations of Judges and Magistrates.
- Law N° 39 Law of Moral Integrity of Officials and Public Employees
- Internal norms and procedures of the Specialties of the National Police.
- Disposition 103 - 97 that puts into practice the Police Doctrine.
- Instructions and resolutions of the Headquarters of the National Police.

Fundamental principles of the police performance in their relationship with the community. Law 228.

Article 5. The members of the Police in the execution of their functions will act according to the fundamental principles established down in the present Law, to their professionalism, to their condition of public workers and especially respecting the human rights.

Article 6. The Police will act according to the Internal Regulation of ethics of the institution.

Article 7. The behavior of the police is determined by the behavior code for officials in charge of making others comply with the law, promulgated by the United Nations.

In the clause no. 4 of this article it defines on the relationships with the community: To establish exchanges and collaboration with the different organizations of the civil society, with the purpose of implementing the solution to problems of the communities, observing in all moment the right treatment and caring their relationships with the citizens, maintaining an attitude of collaboration and efficiency in the services that he/she offer the institution.

Legal Basis of the Civic Participation

The Articles N° 7 of the Political Constitution of the Republic of Nicaragua, expresses that Nicaragua is a democratic, participative and representative Republic. The participative democracy refers to the full access from the population to the processes of taking decision of public character and to the recognition of social groups as subject of rights and to the organized mechanisms and participation of these in the national construction.

The Constitution in their article N° 50 refers textually: The citizens they are entitled to participate in equal conditions in the public matters and in the state administration". Equally it establishes that by means of the law it will be guaranteed, national and locally, the effective participation of the town"

The Law of Municipalities (Laws N° 40 and 261) gives a fundamental importance as a matter of fact regards to civic participation, because it is the one that develops the topic in the local environment, fulfilling the postulate of the article N° 50 of the Constitution.

International treaties in regards of Human Rights.

In regards to Human Rights Nicaragua has ratified the main International treaties, among them we have:

1. Agreements of Rights of the Child (October 5 1990).
2. International agreement of civil and Political rights. (March 12, 1980).
3. First Facultative Protocol of the Agreement of the International, Economic, Social and Cultural Rights (12 March of 1980).

4. Convention on All the Forms of Racial Discrimination (February 15 1978).
5. The Interamerican Convention to eradicate all forms of discrimination against the woman (Belem Do For, October 27 1981).
6. International convention to eradicate all the discrimination forms against the woman (CEDAW)

3. Conceptualization of the Integral Policy of the Police Community Relationship and human rights.



The Integral Politics of the Police - Community Relationship and Human Rights, is known as an instrument that allows to promote a change of attitudes that facilitate the direct relationships between the police and the community in function of fulfilling the Institutional mission with the most efficiency and effectiveness.

The National Police for the execution of its mission, has as, main guideline, to develop better relationships with the community, independently of the forms and goals that the organizations have,; social, ethnic, cultural, political, religious, territorial, economic and administrative.

The Institutional Doctrine establishes a particular way of being of the police, considered as an all integrated that will make possible to direct and to guide the work of its members in its double social role as police and as a part of the community in which they live. This facilitates the linking of the institution with all the actors of the community.

This relationship is based on a linking among the demand of the service on behalf of the population, the quality of service lent by the National Police and the perception that it has more than enough these services has the population user.

The police performance in the relationship with the community should be attached to the execution of the fundamental principles settled down in its Organic Law and ethics Code, its members will proceed in all moment with honesty and honesty, rejecting vigorously and denouncing all action and omission that it can lead to an inappropriate behavior.

This new model of police performance has her foundation in the vocation of service to the community and you/he/she prioritizes the prevention of the crime. and he/she conceives to this same one, as a social problem.

To consider the crime as a social problem it forces to seek for new alternatives as a solution for the problem of the citizen insecurity to the interior of the communities, in coordination, with the National Police, this will diminish the feelings of insecurity felt in the society.

From this conception the Policy Police - Community, becomes a method guided to strengthen the instruments and police's suitable mechanisms that rules over the institution in its projection over the community respecting the human rights of the people without distinction of origin, gender, political or religious belief, age, or social condition.

4. Fundamental principles of the Integral Policy of the Police Community Relationship and human rights.

a. Legacy

The absolute respect to the Constitution of the Republic, the Organic Law of the National Police and their regulation, as well as to the Rules and International Agreements on Human Rights, is the main juridical foundation of the Police authority.

b. Community Vocation.

The narrow bond of the police with the community, is inherent quality of all its members, as essential guarantee for the fulfillment of its missions and functions.

c. Social Adaptability.

The National Police should be respectful in the services that it offers and should adapt to the social, cultural, religious, territorial and economic particularities that compose the Nicaraguan society.

d. Community Participation

Promote the community participation through the creation and strengthening of the already existent different forms of organizational expressions, for the Politics' implementation in search of the welfare, security of the inhabitants and prevention of crimes.

e. Respect to the Human Rights.

The performance of the police with the community should be sustained in respect to the human rights, offering a special attention to the woman, children and the youth, victims of domestic violence and sexual harassment, also the adequate treatment to those in prison under the police custody.

f. Apoliticism

The Integral Policy of the Police - Community Relationship and Human Rights should guarantee the impartiality in the police performance, strengthening the welfare of the society in general and not of political parties or particular groups.

5. OBJECTIVES OF THE INTEGRAL POLICY OF THE POLICE - COMMUNITY RELATIONSHIP AND HUMAN RIGHTS.



Mr. Manuel: Chief.

Did you also say that the politics have objectives?

Chico. Of course

- Let's learn about the objectives of the politics.

GENERAL OBJECTIVE:

To develop in a coherent and in systematic way the relationships before the institution and the population in the entire national territory, guided to the prevention of crime, the security of the inhabitants and the respect of the human rights.

SPECIFIC OBJECTIVES:

1. Achieve that all the specialties of the National Police incorporate the lineaments of the Integral Police - Community Policy and Human Rights to their missions and functions.
2. Empower the ways of organization that the community assumes in a natural way in function of the Policy Integral Police - Community application and Human Rights
3. To better the image of the National Police in their relationship with the community in order to strengthen the same in the fulfillment of their Mission.
4. To foment the participation of the citizens in the political Police's – Community task, impelling operative plans to counteract the threats to the insecurity of people hand in hand with the National Police.

6. GENERAL LIMITS OF THE INTEGRAL POLICY OF THE RELATIONSHIP POLICE COMMUNITY AND HUMAN RIGHTS.



Police - Community

In accordance with the objectives and principles of the present politics, and with the purpose of transforming them into concrete actions of the police institution, they established the following general lineaments

a) They will establish adequate ways of relationship for the interest of the different social groups belonging to the community.

For the fulfillment of this lineament, they plan to establish and strengthen, permanently strategical relationships with the community. Respecting their social, economic, cultural, political, ethnic, religious, territorial and administrative differences that allow him on the whole to counteract the threats of insecurity, also to articulate efforts and resources to solve them.

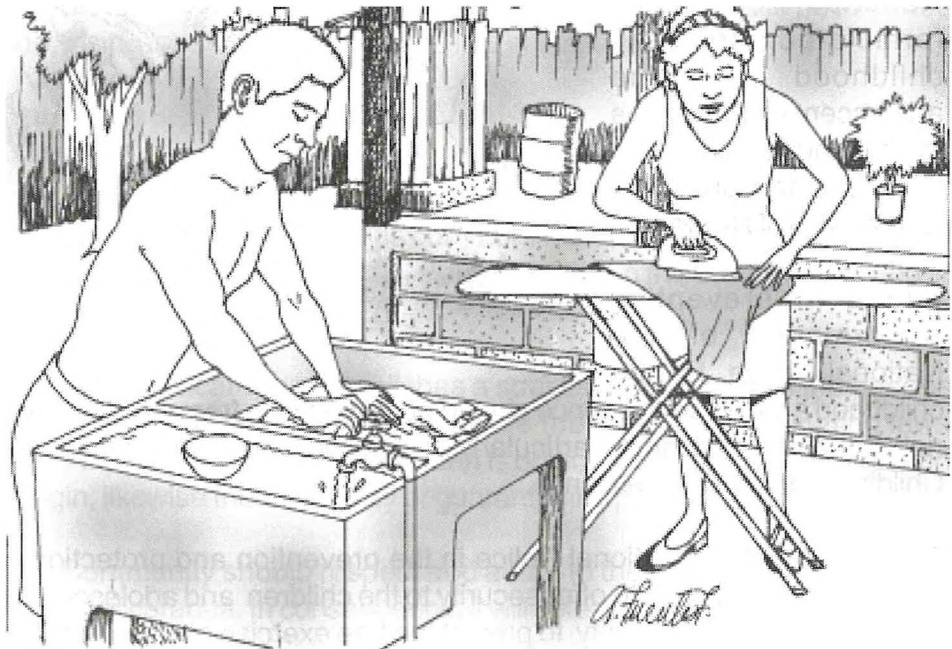
b) Prevention of the crime with community basis.

The Organic Law of the National Police determines for the relationship with the community to establish exchanges and collaboration with the different organizations of the civil society, with the purpose of implementing the solution jointly to the problems of the communities.

To guarantee the effective implementation of the Integral Policy of the Police - Community Relationship in the whole country, as much as to an institutional level or of the community, they have created a police and a community structure, so that they guarantee their fulfillment, pursuit and control.

c) Focus of Gender.

In this Institutional policy, it incorporates in an integral way the focus of Gender by conviction and in faithful fulfillment precept in the Constitution of the Republic of Nicaragua that in their article N° 48 it Establishes unconditional equality of all Nicaraguans favored with their political rights; in the exercise of the same ones and in the fulfillment of their



duties and responsibilities, absolute equality exists between the man and the woman.

The focus of Gender is a theory developed to know and to be able to transform the relationships of inequality that settle down between men and women, it don't analyze the women, but also the relationships among the male and female in order to explain the inequalities established by the society over men and women.

Therefore in this Policy we approach the focus of Gender from two perspectives:

1. Focus of Gender internal of the police institution.
2. Relationships of Gender with the Community where it is possible focused as promotion of relationships of justness between men and women:

d) Focus Preventive for the Childhood and Adolescence.

The National Police in correspondence with their institutional mission, their doctrine and with the obligations that are taken from the law N° 287 (Law of the Childhood and the Adolescence); the Policy of Prevention of the National Police has formulated for the childhood and the adolescence, which was formulated according to what is establish in the Constitution of Nicaragua.

The preventive performance of the National Police, for the childhood and the adolescence should be given in the framework of protection and respect to the rights and civil freedoms, particularly of the children and adolescents, defined by the Law of the Childhood and the Adolescence.

The mission of the National Police in the prevention and protection of the childhood and the adolescence, is guided to offer security to the children and adolescents before situations that put in risk their personal integrity, to protect the free exercise of their rights and guarantees, to prevent them of being victims of crime and prevent coordinately with the institutions and responsible persons of their protection, being the adolescents the characters of the crime.



e) Respect of the Human Rights of people in prison under the police custody and of their family, with special attention and different treatment of the women and adolescents.

In the chore of the National Police figures like one of their main functions, to maintain the order and to guarantee the civil security, this guarantee includes the arrested that are in the preventive jails of the police, to their relatives and the adolescents and women that are in the same situation for whom they should also be applied a series of international rules that have category of law of the Republic and therefore they are of obligatory fulfillment.

The Police institutional fortification in the knowledge of the Human Rights toward arrested people under the custody of the police mainly the women and adolescents and their relatives, constitutes a priority in the process of making effective these rights, recognized by Nicaragua as a State sign proof of international conventions about the Human Rights of the women, the childhood and the adolescence shielded in the Political Constitution of the country.

The perceptions, feelings, attitudes and the conditions of the people under police guards, represent a point of vital reference to take into account to guide the normative, formative actions, of training and of social communication contemplated by the Integral Policy of the Police Community Relationship.

The treatment of arrested people and their relatives, require of the implementation of procedures attached to the enjoyment of the human rights. Especially to women and adolescents in this situation.

Offering an appropriate treatment to the relatives of arrested people, besides being an obligation, allows the institution to improve their image before the society. This attention refers to be informed of the arrest one's situation, visits and other rights that the law establishes.

f) Adaptability and Cultural Respect

The Republic of Nicaragua has regions very characteristic where certain proportion of its inhabitants belongs to the ethnic minorities or they are indigenous communities. They are distributed in 210 communities located in the region of the North Atlantic, South Atlantic, in the north center, and in the pacific region.

The Constitution of the Republic of Nicaragua establishes a special attention to the indigenous communities and the ethnic groups. Therefore the State have the obligation of dictating laws dedicated to promote actions that assure that no Nicaraguan is object of discrimination for reason of language, culture and origin, likewise this in the duty of guaranteeing preservation.

The Integral Policy Police - Community should respect and adapt to the pluricultural and ethnic particularities of the Republic of Nicaragua. In consequence, it will take advantage of all the existent forms of social organization and it will promote the creation of other, always prefixing the community interest.

g) Profesionalization of the National Police.

In the organic Law of the National Police Law N° 228 contemplates in their fundamental principles of performance, the principle of professionalism that corresponds with receiving an academic instruction that allows an integral formation with emphasis to the Human Rights, the ethical instruction and the community service.

This way fulfillment should be given to the Profesionalization plans made by the police institution facing its modernization and fortification.

Promoting the most favorable conditions for the human, social and professional promotion of the members of the police according to principles of objectivity, equality of opportunities, merits and capacity.

To maintain updated the technical and scientific knowledge in police matter, prioritizing the juridical, psychological and social aspects.

The Police's relationship with the community demands that the police institution be every day more efficient in relationship with the services granted to the society. For which they should prior at all moment a permanent educational process of education on the Integral policy Police Community and Human Rights and on the Law N° 228 for all the police members in active service, auxiliary forces and applicant through Police's Academy (ACAPOL).

h) Human Rights applied to the police environment.

Inside the legal frame work of performance of the National Police, is a mission to protect the life, the integrity, the security of people, the free exercise of the rights and the citizens' freedoms.

To exercise and to complete these functions strictly, all and each one of the members should know and to apply them in their relationships with the community in a conscious way, projecting an image of professionalism in each moment. For it should be obeyed and respected the Political Constitution, the Law N° 228 organic Law of the National Police and their regulation, the behavior code, doctrinal principles and the international commitments in regards to human rights subscribed by Nicaragua.

Under no circumstance they will justified the violations to the human rights done by of any member of the Police institution. If so be, they should open an ordinary process of investigation and in the event of being guilty it should be sanctioned according to the established norms. This will be the letter of guarantee, honesty and transparency of the National Police before the citizenship in general.

**ACTIVITY TO CARRY OUT TO
EVALUATE THE FIRST MODULES**

Instructions:

- a) Distributed in groups of 6 participants..
- b) The group will name a spokesman secretary and a moderator.
- c) We will Answer the following questions by group.
 1. Point out what elements you consider that compose the Integral Policy of Police Community and Human Rights.
 2. Indicate which are the fundamental principles and how they are related with the Integral Policy of the Relationship Police with the Community
 3. Why are the Human Rights important in the Integral Policy of Relationship Police Community.?
 4. In what way the Police and the Community benefits with this Integral Policy of Relationship Police Community?
 5. Point out the relationship of the objectives with the lineaments of the policy and the performance of the community?
- d) The approximate time to answer the questionnaire is of 30 minutes.
- e) The material to use:
 - Papelógrafo
 - Markers
 - Instructive
- f) The expositions by group should not exceed the 15 minutes.
- g) The chief boss will make the conclusions and clarified any doubt of member of the group.



MODULE II

Implementation of the Integral Policy of the Relationship Police Community and Human Rights.

Chico. — Gentlemen: now that we already know what it is the Policy, we will see how it is carry out, that is to say how we will implement it and how to make a strategic planning.

The strategy of implementation of this policy is transversally based on the development of the general lineaments defined in the document on the policy of integral Police - Community and Human Rights.

For our knowledge the structures of the Police that participate in the Policy implementation are the following ones:

The specialties of the National Police are the following ones:

1. National Public Security Department (DSPN)
2. Criminal Investigations Department (DIC)
3. Economic Investigations Department (DIE)
4. Drugs Investigation Department (DID)
5. National Security Traffic Department (DSTN)
6. Personal Security Department (DSP)

The organs of support of the National Police are the following ones:

1. Police academy.
2. General administration.
3. Legal Assesment.
4. Internal matters.
5. National File.
6. Finances.
7. INTERPOL.
8. Criminalistic Laboratory.
9. Personal.
10. Relate public.
11. Executive would secrete.
12. Hound technique.

First: The objectives to develop in the implementation are the following ones:

General objective

Develop in a coherent and in a systemic way the relationships between the institution and the population in the whole national territory, guided to the prevention of the crime, the security of people and the respect of the Human Rights.

Specific objectives

1. Organize processes of training techniques and professionals especially to all the members of the National Police to the Chief of Sectors, patrol and operative official, for them to dominate the Policy of Integral Police Community and their strategy of implementation.
2. Develop a strategic plan with the community for the implementation of the integral policy of the relationship Police Community and Human Rights.
3. To create and to strengthen the creation of committees as necessary mechanisms to maintain narrow bonds between the National Police and the community, to prevent the criminal actions and manifestations.

Second: I want to make them a list of the lineaments that compose the policy execution.

Lineament 1. Establishment of social relationships appropriate to the interests of the different social groups in the community.

Lineament 2. Prevention of the crime with community basis.

Lineament 3. Focus on gender.

Lineament 4. Focus on Preventive for the Childhood and Adolescence.

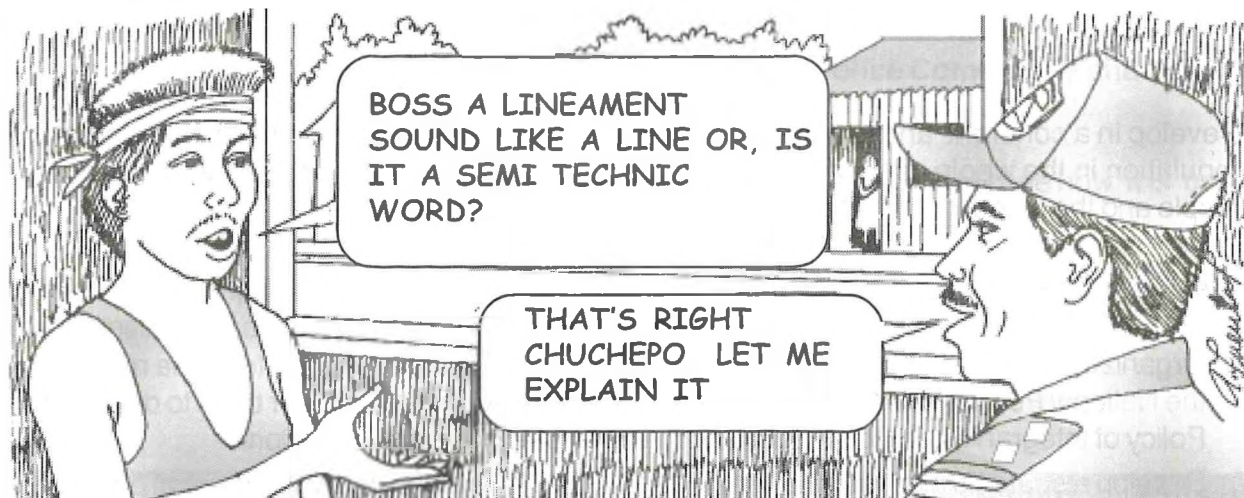
Lineament 5. Respect the Human Rights of people under police custody and their relatives, with special attention to the differentiated treatment of the women and adolescents.

Lineament 6. Adaptability and Cultural Respect.

Lineament 7. Profesionalization of the National Police.

Lineament 8. Human Rights applied to the police environment.

Fourth: We need to know What is a lineament and what it is good for?



Chuchepo –Listen chief.

Chico –Tell me

Chuchepo - A lineament sounds like a line

Chico - Yes it seems that way.

-True that is a word half technical boss,

-Yes Chuchepo, that's the reason we need to explain it.

- Chico -a lineament... ..es a theoric and practical orientation for action.

For example. You know that to manage a vehicle you need to know what the traffic law symbols mean and how to use them.

A semaphore has three colors. You know that the red one is to stop, the yellow is prevention and the green authorizes to proceed. As we see, first we have to know the meanings of the color and then how we can put it into practice, depending on the speed and the mechanical state of the vehicle, and what consequences there will be if we violate the semaphores law.

Then a lineament has, theoric and practical aspects that put in circulation the involved elements.

The elements involucrated in the semaphores law for example are: The traffic light, the vehicle, the chauffeur, the traffic policeman that looks after the fulfillment and the other drivers, and also the pedestrians, also the electricity power that activates the bulbs of the traffic light.

Chico.- it is clear that the lineament, has three basic components, the theoretical of knowledge, the practical thing and the means and elements involved set up in movement. Do we already know what is a lineament?.

Chuchepo – Yes boss, they are a group of orientations.

Let us see now, what a lineament serves for?

Mrs. Lola - I Request the word boss.

Chico –I am listening

Mrs. Lola – I think that a lineament is a way of making things be done in a proper way.

Chico . Of course, you are right, that is why we are seeing what it's good for. Listen carefully.

A politic lineament as we said puts into practice the laws and decisions of a policy that serves to follow the correct route of an action...

If we take the previous example of the traffic light, we have to know the theoretical aspect of the lineament and to know to apply it, so to allow us to make the correct movement when accepting the changes of colors of the traffic light and if we don't respect the change of color of the traffic light, knowing that it is incorrect, we will cause an accident.

LINEAMENT 1:

a) Establishment of appropriate social relationship to the interests of the different social groups in the community

Theoretical aspect of the Lineament.

Let us speak then of the specific meaning that this lineament have.

The Integral Policy of Relationship Police Community and the Human Rights, has an enormous social responsibility. The politic relationship implicates a world wind of different forms and communitarian levels.

The types of relationships among others can be the following ones:

- Relationship Police - Community (with the population in general)
- Relationship Police - Institutions (with civil authorities, with non government organisms and with institutions of the state).
- Relationship Police - Unions and Associations (with unions and associations, and with the private company).

Practical aspect of the lineament.

The Policy benefits in great way with these relationships..

First because it obtains the support to make more effective the politic implementation.

Second. As these sectors they define their specific and strategic objectives in the community structure, they also manage resources, technical, human means and important materials that allow an essential contribution once they are involved in the coordination of actions for the social prevention of the crime and other threats.

The coordinated contribution of all these sectors, it allows the police to benefit and to favor the different sectors involved for the Politic realization.

The police in the implementation of the policy they have to be impartial with these sectors and leaders that seek for their personal interest, in this case, they have to prefer the communal interest, and it must be oriented towards preventing crime the solution of the communal problems and respect to Human Rights.

Mr. Pancho - I agree with that boss, I as a communal leader, don't accept party propaganda in my communal activities because, they affect our interest and necessities.

Chico.- In the Police Community relationship, the different instances and relationship levels should be embraced for the following aims:

- a) To obtain information
- b) To seek for mutual support a social prevention of crime and other threats to the people' security, contributing with economic and material resources.
- c) To establish nets of collaboration at a local and national level to make effective the implementation of the policy.

LINEAMENT 2

b. Prevention of the crime with community basis.



Chico. We are going to talk about what cause your uneasiness.

The Organic Law of the National Police determines for the relationship with the community, to establish exchanges and to collaborate with the different organizations of the civil society, with the aim of implementing together the solution to the community problems.

To guarantee the effective implementation of the Integral Policy of the Police – Community Relationship in the whole country, much to institutional level as to the interior of the communities, structures have been created to guarantee the fulfillment, pursuit and control in both actors.

b.1 Police Structures for the implementation of the Integral Policy of the Police - Community Relationship

To guarantee the implementation, advice, training, supervision, control and pursuit of the Politics as much to institutional level as of police sector, the following structure control is described.

- **National headquarters**
- **Public Security Direction**
- **Police - Community and Human Rights Department.**

The Police - Community and Human Rights specialist, will guarantee the implementation, assessment, training supervision, control and pursuit of the Politics so much at institutional level as social.

Functions of the department:

1. To establish and strengthen relationship with: Non governmental organizations (ONGs), public institutions, cooperants among others.
 - INIM
 - MI FAMILIA y/o National Council of Attention and Protection of the Childhood and the Adolescence.
 - The Attorney's office of the human rights
 - UNICEF
 - UNESCO

The official specialist for Police – Community will do the following functions:

1. Present the visit plan to the Chief of the delegation and Chief of State Security.
2. Organize the implementation of the general lineaments of the policy and the strategical plan with the chief of Sections.
3. Establish indicators and design-working processes in the different tasks assigned to the Chief of sections.

4. Establish requirements for training of the police members and main participants of the community.
5. Supervise and control the application of the policy in all existing instances.
6. Evaluate periodically the results of the police- community policy applied and its impact in the citizen security.
7. Organize and give training permanently to the members of the institution, communal committees and other forms of organization existing and are involved in the implementation of this policy.
8. Maintain coordination with the Public relationship of the National police.
9. To integrate the results of the Politics' implementation in the system of information of the National Police through the Direction of National Public Security.
10. To publish the objectives of the Integral Police Community politics to a national level and to gather up the whole community to the massive participation in the Politics's implementation.
11. To carry out a monitoring of the public opinion on the Political Police's implementation - Community and human rights.
12. To assist the correct strategic and operative planning of the politics to a national, internal and external level of the institution; to communal Committees levels in benefit of the police services.
13. Assist the implementation and integration of the political Police - Community, by means of the elaboration of work plans that involve the different specialties and organs of support.
14. To assist the chief of sections in the departmental delegations and rest of specialties en the territory about the implementation and follow up of the policy.
15. To propitiate the communication between the police institution and the community in general.

Chief of Sections

The chief of Sections, are one of the main axes of the work Police - Community. From the Specialty of Public Security, he/she takes the responsibility of the attention of a police sector and their fundamental task is to be articulator and facilitator of the integration of the community in the prevention of the crime. Their efforts are directed to mitigate the causes and conditions that propitiate the commission of criminal facts and other threats that attempt to the Security of people.

The chiefs of sections will remain in service in the sector assigned for two years like minimum and three as maximum. Also the chief of section should remain in the assigned section 100% of his labor time fulfilling the functions, characteristic of his position settled down in the norms and procedures of Public Security and those described in the different lineaments of this policy.

The communal committees, are those that will give follow up together with the police to the objectives, lineaments and concrete tasks of the Integral Police of Relationship of the Police Community and the Human Rights.

b.2 Community Structures for the implementation of Integral Policy of the Police - Community Relationship.

Organizational forms existing

Respect should be shown to the different organizational forms existing, according to the lineament No. 6, of the present policy, the same should be adapted and embraced all its forms existing of social organization, for the fulfillment of its implementation and promote the creation of communal committees in case that other organizations don't exist or don't want to be involved in this activity.

Communal committees:

The communal Committee is the instance where they articulate the representatives of the different social sectors with the delegates of the National Police, with the purpose to unify efforts and to define priorities in the Plans of prevention of crime.

The community has to be organized to coordinate with the structures of the police and to make effective the prevention of the crime and the respect to the Human Rights.

And in this Mr. Manuel, is possible to form a protective shield on behalf of the same community Police -community to make of the community a pleasant place to live in harmony and trust.

Mrs. Martha - how is that boss?

Chico. **Good Mrs. Martha, the interest of the community as you know better than I believe, I have always seen that the trench of the community is overflowed in rainy weather, because people end up throwing away the garbage, I believe that we should show interest, to know the laws that speak of the prohibition of throwing away garbage in the trenches.**

Mr. Pancho: **my neighbor husband gives her a tremendous beating, almost every weekend that he gets drunk, these are problems of violence in the family and even the children get their share of blows and this is something that take place in several other homes in the neighborhood.**

Practical aspects of the lineament.

The Committees are chosen in a democratic way

Chuchepo -. **Boss, I thought that you were bringing a proposal of those who could form the Directive board.**

Chico - **no Chuchepo, the truth is that you know your people better than I do and, are the fittest one to choose according to their qualities.**

Chuchepo – **You are certain boss. Then let us vote.**

Wait a moment Chuchepo. We still have to explain more details of the COMMUNAL COMMITTEE.

Policia - Comunidad

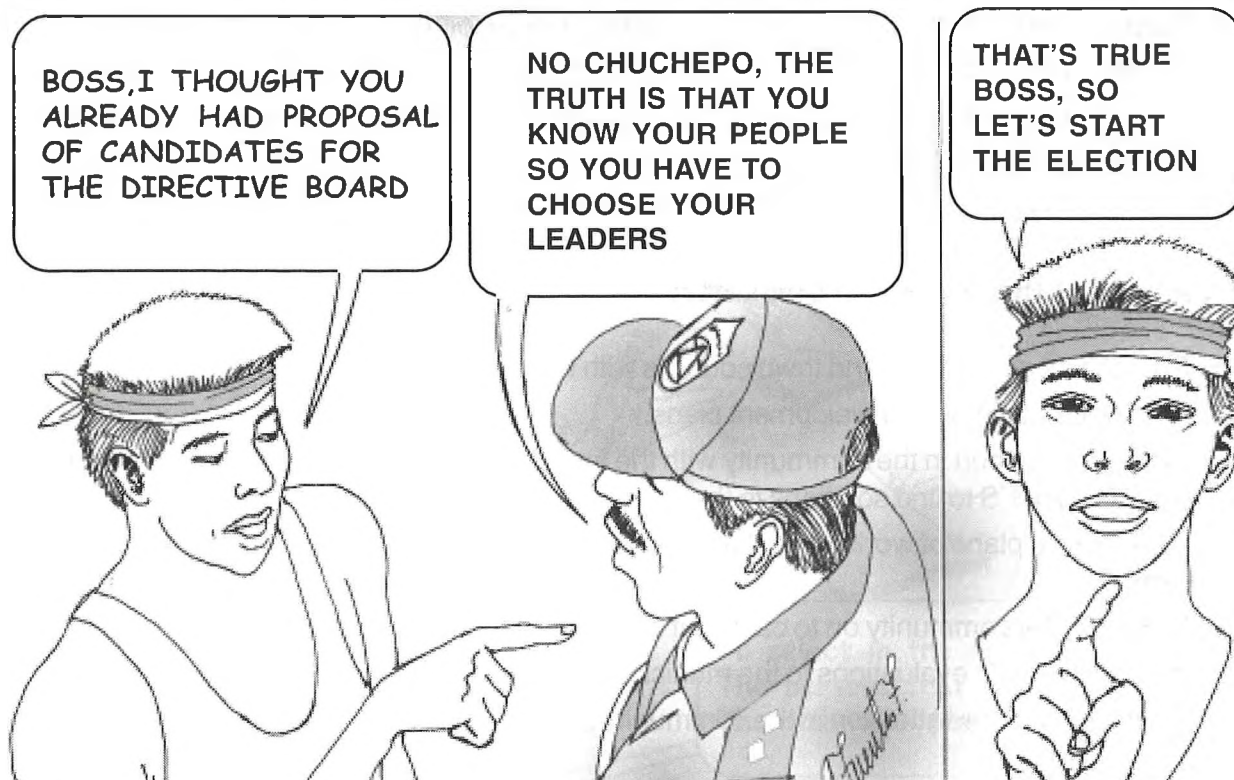


It is suggested that the active members of the community make a small investigation or research in the community, with the following questions and with the Information that you/they obtain of the carried out questions they make a decision:

1. Do you know your section boss?
2. In case of knowing him, how is the relationship between you two?
3. Which are the crimes that more often happen in the section?
4. Do you believe that is important to organize a COMMUNAL COMMITTEE in your neighborhood?
5. Can you identify people that can direct these committees?
6. Would you be willing to participate? Explain how?
7. What time would you participate?
8. In what do you work?



Mr. Manuel - These interviews we are going to make them with members of the community, according to the information that we pass on, the election of a coordinator and vice coordinator will be done.



THE COMMUNAL COMMITTEES ELECTION PROCEDURES

- a) The people of the community propose names of the capable or competent candidates.
- b) The official police - community and the section responsible will meet with all the candidates proposed to consult their disposition also to inform the objectives and contents of the Politics.
- c) The responsible of section will carry out an assembly with the community, to choose the communal Committee.
- d) The responsible of section will carry out a town council to swear in them in the chief of Public Security presence and official police - community of the place.

And which are the positions to occupy in the committees?

- The coordinator
- Vice-coordinator

Depending on the possibilities in each community, commissions can be created, which can be like the ones as follows:

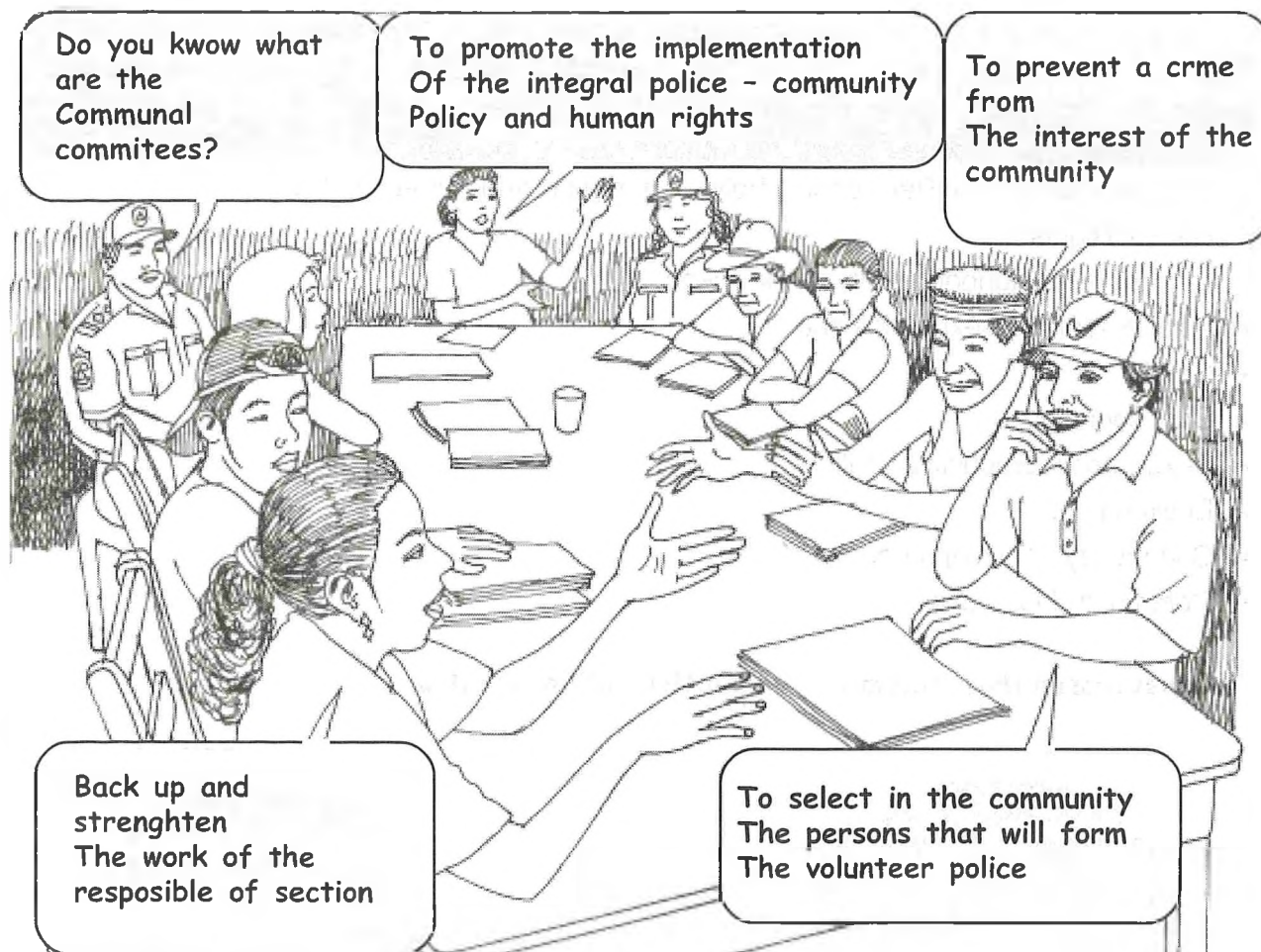
- Responsible for the Woman, Childhood and Adolescence commission (COMMUNE)
- Responsible for Community Surveillance the commission (COVICO)
- Responsible for the Environmental Sanity commission (they SEW)
- Responsible for the Education, Propaganda and Human Rights commission (COEDUCA)
- Responsible for the Administration of Resources commission (COREC)
- Responsible for Culture and Sports commission. (COMCUDE)

Functions of the Communal Committee

- To organize assemblies and town councils with the community.
- To develop community development plans.
- To look for support in the community with the institutions state and private present in the town and with ONG 'S to find solutions to the problems of the community.
- To elaborate plans of work for social prevention of the crime, together with the responsible of section.
- To inform the community on to carry out activities of the work commissions.
- To send monthly evaluations to the municipal coordinators or districts.
- To offer specialized attention in the community to women, children, adolescents, young and old people.
- To integrate the youths in the work to be carried out by the communal committees.
- To establish actions together with the National Police to prevent the crime in the community.
- To coordinate and to promote recreational and cultural activities to get the youth interested and with special attention to those of high risk.
- To create consciousness with the people of the community so as to get them working in an organized manner towards the prevention of crime through the voluntary policemen.
- For the selection of the voluntary policemen they should be carried out community assemblies in the town, in coordination with the responsible of section.
- For the operation and permanencies of the voluntary police the community will promote the search of a local or define a meeting point for a periodic control of the work.

Functions of the coordinator of the Committee

- Coordinate the work of the Committee.
- Organize and I coordinate the assemblies with the community
- Act impartial and democratically



- Participate in the elaboration of the work plans, together with the responsible of section.
- Propitiate the unity between the Committee and the community
- Inform in assemblies to the community on the results of the carried out activities.
- Establish periodic meetings with the commissions to plan and to evaluate the work
- Give a follow up and control to all the activities planned by the work commissions of the sections.
- Value periodically, along with the Committee, the work developed by each member.
- Send monthly evaluations to the coordinator of the section.
- Publish in the community the days and schedules of attention to the public, in the offices of the Committee.

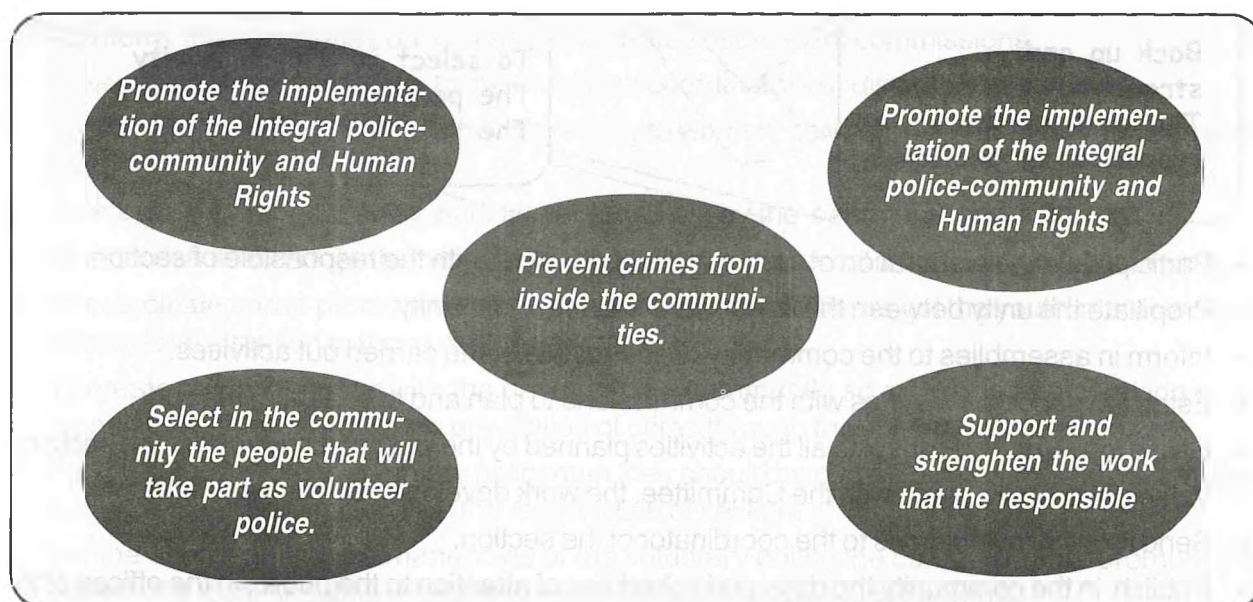
Functions of the Vice one - coordinator of the Committee.

- To substitute the coordinator in case of absence
- To offer and to advise the responsible of commission where these are organized.

This that we will say is very important. The members should, besides having disposition and will to work, have some basic knowledge on the following topics:

- Integral politics of the Relationship Police community and Human Rights.
- Human Rights
- Laws of the Childhood and the Adolescence
- Intra familiar and sexual violence
- Gender
- Civic security
- Sexual and reproductive health
- Environment
- Community's development
- Community leadership

For what reason these communal committees will be created



Strategic plan of the communal Committee

Chico.- let us see, Which other element is involved in the realization of the lineament?

The body of police and the communal leader have to identify the problems of the community and see how far it reaches so as to prior their actions in the work plan of the section.

Police - Community

The sector boss and the coordinators of the committees carries out a diagnosis referring to the problems more felt, in relation to the security of people in their community and being based on the resources in existence or of those that they can obtain, they will elaborate a strategic plan for the prevention of crime, taking like reference the following sample.

Problems Detected	Characterization	Activity of execution	Responsible to carry out	Observations
A) Juvenile Violence				
B) Intra-family Violence				
C) Drugs				
D) Common Delinquency				

The boss of the Sector requires to have a well updated information of his sector. This is consigned in their operative notebook that tells him Number of stable and unsteady people, people of police interest (PIP). It is necessary to consider that these people are suspicious or reincidents, or possible delinquent candidates.

The information obtained of the integrated community in the communal committees is very valuable for the prevention of the crime.

Among other inputs to elaborate the plans in the community are those that appear as a result of the municipal and departmental diagnosis, taking in consideration the following parameters:

1. The detected problems or problematic axes in the police section suggested in the neighborhood.
2. Institutional operative plans.
3. The responsible of section operative notebook.



With the objective of consolidating the relationships internally of the communal Committees, they are suggesting to carry out the following types of meetings periodically.

Period	Objective
1. Fifteen days	Informative meetings and elaborate and revise working plans.
2. Monthly	Evaluating meetings with the coordinator of the sector.
3. Trimestral	Assembles with the community.

ACTIVITY TO CARRY OUT TO VALUATE THE LINEAMENT NO. 2

Mrs. Martha -listens boss,
Chico.- Say.

Mrs. Martha –You said that now we
were going to have a small
workshop of reflection and training.
Chico.-of course! We are going to
define this , this way:



Instructions:

- a) We will divide up in to groups of 6 persons each.
- b) The group will name a secretary and a moderator.
- c) We will answer the following questionnaire for each group.
 - 1 What did you learn of the theoretical aspect of the general lineament and of the prevention of the crime with community base?
 2. What knowledge should the members of the community possess as to form part of the COMMUNAL COMMITTEE?
 3. How will the follow up be given to the politic of the Police – community relationship and Human Rights? Name 4 elements.
 - 4) Make observations and give opinions of the participants in the answers and what they have learned from the activity.
- d) The approximate time to answer the questionnaire is of 30 minutes.
- e) Material I to use:
 - Papelografo
 - Markers
 - Instructive
- f) The exhibitions by group should not be more than 15 minutes.
- g) The responsible of section will make the conclusions and clarified doubts that some member of the group may have.

LINEAMENT No. 3

c. Focus on Gender

Theoretical aspect of the limit

The National Police has as mission, the prevention for all form of violence against people, especially concerning to offer security to the women in situations, that will put in risk the personal integrity, to protect the free exercise of their rights and guarantees, to prevent that they become victims of the crime, and to coordinate with the established organizational instances for this integral politics, the real and effective participation of men and women in all the instances.

The focus on gender will coordinate the activities in all the instances of the police like of the community and all the sectors that will be involved in the politics implementation.

We will explain what f ocus on gender is.

We said that the focus on gender touches all the components of the politics, from the objectives, contents, principles, lineaments and action plans.

This way when we speak of focus on gender we are speaking of the equal rights before the law of men and women that is mention in the Constitutional law of Nicaragua.

The gender focus sets the woman like a fundamental human element for the development of the community and the Nicaraguan nation.

The woman should be conscious of her problem, but the community can support her so that she feels supported to exercise her rights.

We know that the problem of abuses against the woman comes historically from the ancient days, the woman has had to be the one in charge of the domestic life and of the upbringing of the children. This situation has locked her in a vicious circle of subordination of her rol at a social level. That means that it is not a familiar problem but yes a social cultural one.

This lineament of the policy is directed exclusively to the human resources of the police. The national police require technical and scientific training in a professional way to offer an adequate service to the community.



Practical aspect of the lineament.

An important element is the training on the gender focus.

Chuchepo: In what topics they will train?

Chico: Good Chuchepo we will focus it on the following topics

- Intra familiar violence
- Sexual violence
- Human Rights
- Sexual and reproductive health
- Civic participation.

LINEAMENT No. 4

d. Preventive focus for childhood and adolescents.

Theory aspect of the lineament.

Let us do the analysis of this Lineament

The National Police in correspondence with their institutional mission, their doctrine and with the obligations of the law Not. 287 (code of Childhood and Adolescence); has formulated the Politics of Prevention of the National Police for the childhood and the adolescence, which was made according to the Political Constitution of Nicaragua and it has elaborated a police manual for the treatment of childhood and adolescence and a manual for the treatment of prisoners people specifically to women and adolescents.

The mission of the National Police in the prevention and protection of the childhood and the adolescence, is guided to: "To offer security to the children and adolescents before situations of risk for their personal integrity, to protect the free exercise of their rights and guarantees, to prevent them from becoming propitiators of crimes or delinquency

Practical aspect of the lineament.

Preventive methodology of the National Police for the childhood and the Adolescence.

The preventive operative activity of the police should be framed strictly in what the politics of prevention requires for the childhood and the adolescence and to develop it in coordination with the community, government, social, religious and enterprise institutions.

The work methodologies will be applied separately according to the situations presented.

a. With boys, girls and adolescents in general.

- A differentiated attention from the adults .
- The patrolling for the protection of the boys, girls and adolescents in the schools and in the streets.
- The educational programs and institutional broad casting.
- Police - Community
- The supervision and application of the DO NOTS to centers and expenditures established for the code of the childhood and the adolescence.
- The integration of the National Police in different instances and programs Inter. Institutional of protection for the childhood and the adolescence.
- The teaching and police education in topics of Human Rights of the childhood and the adolescence.

b. With the boys, girls and adolescents in situations of personal risk.

- The detection and registration in vulnerable situations.
- Remission of cases before responsible institutions of giving them solution.
- Patrolling and surveillance focusing on boys, girls and adolescents in social risk.
- The Council and communal committees of prevention of the crime implementing preventive programs in the community.
- The contention of juvenile groups in conflicts with the community: persuasion, warning, negotiation and police arbitration.

c. With adolescents of whom they presume to commit a felony.

- It should be framed strictly in what the Law says, and particularly in the dispositions of the justice system for adolescents of the Code of the Childhood and the Adolescence.

d. With the boys, girls and adolescent victims of crime.

- The specialized treatment to the victims is applied in the interview for the taking of declaration of the offended one, in the investigation of the case, the remission and in all the diligence that the Law establishes.
- The police must take into account the human Psychological and physical condition that the boys, girls and adolescent victims present, offering them a treatment of respect, comprehension, patience and of security and protection.
- The police should offer the psychosocial attention of the victims through the coordination with programs and specialized centers of public and private organisms.

Let us not forget the importance of the participation of the youths of the community in the activities of the committee and work commissions that are organized.

LINEAMENT No. 5

- e. Respect of the people in prison Human Rights , their family also with special attention in regards to a different treatment for adolescents and women.**

Theoretical aspect of the lineament.

The institutional empowerment of the Police in the knowledge and practice of the Human Rights of people under police custody, mainly the women and adolescents, it constitutes a priority in the process of making effective these rights, recognized by Nicaragua like signatory State of international conventions about the Human Rights of the women, the childhood and the adolescence gathered up in the Political Constitution of the country.

The perceptions, feeling attitudes and the relatives' of people under police custody, represent a point of vital reference to guide the normative, formative actions, of training and of social communication that the integral politics of the relationship police community contemplates.

The treatment of people under police custody, and of their relatives require of the implementation of procedures attached to the enjoyment of the human rights. Especially to women, and adolescents.

To the moment of taking prisoner of any person, as much as their relatives, they should be informed of the rights that protect them against any outrage or violation to the same and they should perceive that the police institution is guarantor of the same ones.

General procedures for the treatment of all the People under police custody. (men and women)

- A person can be held in prison with a judicial order except for the case of flagrant crime or with a competent authority order.
- They should give freedom to the arrested person or hand them over to the authority specifically authorized by the law inside the maximum term of 48 hours.
- All person is entitled to the defense.
- All arrested person should be informed immediately in a language that he/she understands and be given all information detailed of the reason why and also of the personal Rights that up holds he/she.
- To the arrested person their physical, psychic and moral integrity should be respected. Therefore they should not be subjected to tortures, illegal procedures, hardships, cruelty, inhuman or degrading treatments.
- To all arrested person they should be treated with the respect due to their own or inherent dignity as human being.

- All arrested is entitled to family visits at least once during the investigation process, the minimum time of the visit will be of 15 minutes.
- The family is entitled to give food to their prisoner as well as objects of first necessity: tooth brush and dental paste, soap, hygienic paper and towels.
- The placement of wives, women in pregnancy state should be avoided, whenever it doesn't constitute a danger for the police, or for a third person or even for the same.
- It is prohibited to carry out home randoming or home arrests without a judicial order.
- To the moment of the detention only the necessary force should be used, to avoid a serious physical damage in the arrested, as well as the defeating image of the police before the community.

Treatment to the adolescents.

In Nicaragua was elaborated for the first time in their history a National Politics of Integral Attention to the Childhood and the Adolescence of the Republic of Nicaragua in conformity with the International Convention on the Boy's Rights, in the year of 1996. The Politics and the Code of the Childhood pick up and they translated to the Nicaraguan reality the spirit of the Convention the United Nations on the Boys and girls Rights which introduces a new focus based on the doctrine of integral protection that implies the respect to the civil, political, economic, social and cultural universal rights.

Procedures for the treatment of the adolescent held in prison.

- You can arrest under a judicial order presumed ones responsible of delictive acts, but for no reason they must be incommunicated or isolated.
- When the detainee is a female, she must be inserted into rooms without males.
- When practicing the personal registration of a female adolescent, women policemen should carry out this task.
- When the adolescent's detention is made it should be guaranteed the constitutional rights and the contents strictly in the code of the childhood and the adolescence.
- It should be guaranteed to the arrested, the attendance of a defender, from the moment of the detention and during the whole investigation process.
- A different treatment should be given to adolescents than to the adults according to the condition for age and sex.
- It should be prohibited to broad cast names, pictures or signs of children's identification, girls and adolescents that have been active or passive subject witness of a penal infraction as well as of their relatives.
- No adolescent should be transferred in an illegal or arbitrary way, by the patrol car personnel.
- Abstained of using handcuffs on adolescents.

GENERAL LINEAMENT No. 6

f. Adaptability and cultural respect

Theoretical aspect of the lineament

The Politics of Integral Police - Community should respect and adapt to the pluri cultural and ethnic particularities of the Republic of Nicaragua. In consequence, it will take advantage of all the existent forms of social organization and it will promote the creation of others, always prefixing the community interest.

Taking into account the following aspects:

- The respect to their cultural identity.
- Structures of social and community organization.
- Forms of administering their local matters according to their traditions.
- Empowering their traditions regarding the communal forms for the prevention of the crime and the security of their inhabitants.
- Training and elaboration of materials in which are expressed and preserve their languages, arts and cultures.
- To promote actions that assure the respect to their rights, avoiding those actions that they propitiate the discrimination for reason of their language, culture and origin.

Aspect practices of the lineament

Then the politics must adopt the organizations that exist in the communities integrating the principles, objective and action plans to the necessities it sums up of them. And as the headline of this lineament says: to respect their characteristics, their idiosyncrasy, in other words, to respect their personality, customs, beliefs, organization forms, language, etc.

GENERAL LINEAMENT No. 7

g. Profesionalization of the national police

Theoretical aspect of the lineament.

Upgrading the technical and scientific knowledge in police matter, prioritizing the juridical, psychological and social aspects, the Profesionalization plans will be carried out given to the plans elaborated by the police institution facing the modernization and institutional empower.

Police's relationship with the community demands that the police institution become more efficient day by day, in relationship to the services given to the society. For this, should be prioritized at all moment a permanent educational process of education on the politics Integral Police Community and Human Rights for all the police members in active service, auxiliary forces and applicants through Police's Academy (ACAPOL).

Practical aspect of the lineament.

The police academy will prepare professionally the police force in the following levels:

- a) Courses of preparation
- b) Courses of capacitation and training
- c) Courses of development.

Training should also be implemented, about the code of the childhood and Adolescence, Human Rights, Human Relationships, Civic Security, Negotiation and Handling of Conflicts, Community Leadership, Code of Ethics and specialized treatment of the intra - family violence.

GENERAL LINEAMENT No. 8

h. Human Rights applied to the police environment

Theoretical aspect of the lineament.

To exercise and to complete these functions strictly, all and each one of the members should know them and to apply them in their relationships with the community in a conscious way, projecting an image of professionalism in each moment. For it should be obeyed and to respect the Political Constitution, the Law N°. 228, Organic law of the National Police and their regulation, the behavior code, Code of Ethics, doctrinal principles and the international commitments in regards to Human Rights subscribed by Nicaragua.

A harmonic balance should be exercised between the actions of police and social prevention of the crime and the investigation of accomplished criminal facts, so much for the specialties, support organs, patrol, official operative and investigative and Bosses of Sector.

Practical aspect of the lineament.

First the community and the police have a narrow bond in function to know and to apply the execution of the Human Rights.

The police and the community should also guide their actions to the high-priority protection to the vulnerable sectors: women, children, old men, invalids, and cripples.

The police as an institution have to train in regards to the laws, the agents so that they can know the rights and liberties of the citizens' to be able to fulfill and make them be fulfilled.

Mr. Pancho says, that we have to denounce the abuse of a Policeman as citizens, because once a Policeman hit a man because he told him that he could not walk the street where his dwelling house was, because there was a political manifestation and it was closed.

ACTIVITY TO CARRY OUT TO EVALUATE THE LIMITS

Mrs. Martha -**listens boss,**
Chico.- **Tells me.**

Mrs. Martha –**you told us that now we were going to make a small work shop.**

Chico. **Sure, we will define it this way:**

Instructions:

- a) We are going to form groups of 6 people.
- b) The group will name a secretary and a moderator.
- c) We will answer to the questionnaire in group.

What have we learned on the lineaments of the relationship of integral police community human rights?

- 1) What is the meaning of a lineament and what aspects it contemplates?
- 2) How can you compare the problems of the community with some of the lineaments?
- 3) Which factors do not allow the women participation and what benefits she is granted through the politics of relationship police community and the women?
- 4) What did we learn of the lineaments of the integral politic of the police community relationship concerning police technification?

d) The approximate time to answer the questionnaire is of 30 minutes.

material

e) The material to use:

- Pápelografo
- Markers
- Instructive

f) The exhibitions by group should not exceed of the 15 minutes.

g) The responsible of section will make the conclusions and clarified any doubt of the member of the group.

3. Strategic planning.

Objectives of the facilitator:

Get hold of the basic knowledge of the methodology of the strategical planification for the implementation of the politic of the police community relationship and the Human Rights. Put into practice practical activities with both the team and responsible of section related to the information required for the planning.

“ To plan is to foresee, to think what we will make later on for the future”

Let us see a easy form to know the method of the strategic planning.

The mechanics of the Planning can understand it through the following questions:

- What we are going to do? This is related to the objectives and goals.
- How we are going to do it? Methods and techniques.
- Where? Places.
- Who? Responsible.
- With what? Resources.
- When? Time and deadline.

a. The steps of the Planning

FIRST STEP: DIAGNOSIS

What diagnosis do we need of the Community where we live?

- 1º. We should obtain information on people that can collaborate in the communal Committees and the commissions of Work.
- 2º. To know data like the N° of inhabitants, their characteristics, number of men, women, families, how many work and don't work, how many young people are in the community or the neighborhood, how many may study, how many don't study, how many school centers, health centers, churches, has the community.
- 3º. To make a brief characterization of the community.

The community wants to solve the problems of trash cans in the home yards, and also to know problems of health due to ditches in several streets, sports for the young etc.

On the first point of the diagnosis we will fill the following hand out of interviews.

METHODOLOGY TO CARRY OUT THE SURVEY

The person that directs the realization of the present interviews, will consider the following parameters with the purpose of that the survey picks up the necessary information and be representative of what the neighborhood thinks.

1. They will carry out 100 surveys in total, of which 50 must be applied to men and 50 to women, all adults.
2. These will be distributed proportionally in the whole community, so that surveys are carried out in all the places.

The surveys must be applied to every 3 houses, if someone refuses to answer, just go on to the following house.

POLICE COMMUNITY INTERVIEW.

Presentation: Dear Mr. or Mrs., this survey is with the objective of improving the services that the Police offer to the community. We believe that it is necessary to be organized so that together with the police we can better the civic security. For this we request the answers to the following questions

1. Do you know the responsible of sector?

Yes ☐ No ☐

2. In case you know him; how your relationship have been?

- ☐ Excellent
- ☐ Good
- ☐ Very Good
- ☐ Regular
- ☐ Bad

3. Which are they the crimes that more happen in the sector?

a) Crimes against the person

- ☐ 1.Assesination
- ☐ 2.Homicide
- ☐ 3.Rape
- ☐ 4.Abuse
- ☐ 5.Others

b) Crimes against the property

- ☐ 1. robbery with force
 - ☐ 2. robbery with violence
 - ☐ 3. robbery with intimidation
 - ☐ 4. damage to the property
 - ☐ 5. others _____
-
-

Police - Community

4. Do you believe that is important to organize a committee in their community?

Yes ☐ No ☐

Explain

5. Can you identify people that can direct these committee?

Yes ☐ No ☐

6. Would you be willing to participate?

Yes ☐ No ☐

Explain

7. In your community do voluntary policemen exist?

Yes ☐ No ☐

8. Have the community participated in the community surveillance?

Yes ☐ No ☐

9. What organizations do exist in the community?

10. What time can you dispose of to participate?

11. What kind of activity you are dedicated to?

The importance that we make this diagnosis for each neighborhood or district etc., it will allow us to have a characterization in the communal Committee.

The boss of Sector should add the valuable information that he possesses in his operative notebook on his sector.

This diagnosis at least has to be made annually to upgrade the information of the community, integrating some new data that we need to know of the reality.

The Prosecution of the survey

The members of the community and collaborators that participated next to the sector Boss's team, will meet to process the information of the surveys.

CONCLUSIONS:

The idea of putting together each question it is to make with that information the characterization of the community. It is also good to make the invitations to the members of the community that responded positively to participate in the communal committees and to also proceed to the elections of the organization...

Once Organized the Committees will pass to the following step of the strategic planning.

SECOND STEP: DEFINITION OF THE PROBLEM

In the case of our diagnosis the definition of the problems of people's security. It is necessary to consider the following aspects among others:

What types of crimes are the most serious in the community?. for example they can be:

- Drugs (consume, traffic and sale)
- Robbery with force and intimidation
- Gangs
- Family abuse to women and children from the husbands, partner or father.

If we have located a similar case to the one exemplified, we have to transfer the information from the problem to each one of the commissions of the COMMUNAL COMMITTEE. Each commission will make a reflection of the signal problems, so that according to its experience of life, and contact that they have in the community they make an exploration of the possible causes that caused the signal problems and also what dimensions the problem has. In other words their impact in the community.

Once notified the causes, the sizes and their impact, geographical localization, actors' of the problem type and affected people and material damages, we have concluded the 2º. Step of the Planning.

THIRD STEP: FORMULATION OF OBJECTIVES

Let us remember that a problem is:

A situation or condition that affects people inside of or outside of the community that will continue existing in the future and that the members of the community want to solve.

A form that the sector boss and the organized group of the community in the communal Committee and the commissions decide to give forms to the objective, it is to be divided in groups or work commissions towards the technique of brainstorming to formulate the objectives for each opposing problem.

PROBLEM: GANGS

Model objective:

To elaborate a plan of integral attention directed to youths involved in activities of high risk (gangs).

FOURTH STEP: Possible options to achieve the Objective

Once the problem is defined and the objective formulated, we have to find the way to solve it.

Remember that if the objective defines the where, the who, and the as much, it doesn't say absolutely anything on the solving of the problem.

Chico.-: **Let us remember our objective.**

Chuchepo: **yes boss Chico,, is certain that we have to make a social work with the young racketeers, and a form is to make contact person to person, but according to our options, we can also make contact with them in the delegations where they are prisoner or in the division places or carrying out parties so that they arrive and there make the social proposals so that they are integrated to the society.**

Chico.-: **I agree Chuchepo, only that we have to make a second relationship in the options we know that the objective proposes us an action to achieve and we intend several options in turn, logically that now we have to choose based on which is the appropriate.**

The most appropriate :This means that we ask ourselves if they correspond with the purposes of the Committee? Are all the members of the Committee and the community able to take it or to practice it? If we can answer ourselves then this question we are correctly facing the most appropriate option.

They can be elaborated from 2 to 3 objectives for each problem

FIFTH STEP: Plan of Action

The strategic action plan represents what we are going to make to face or to solve the problem, where and with what means we are going to do, also what results or goals we expect.

OUTLINE OF THE STRATEGIC PLAN OF ACTION

- | | |
|---------------|--------------------------|
| 1. objectives | 5. time |
| 2. goals | 6. responsables |
| 3. resources | 7. execution And control |
| 4. activities | 8. evaluation |

PATTERN OF THE ACTION PLAN

Objectives:

The objectives can be from one to two for each action of the Plan. The actions of the Plan represent the goals, these are those that represent the arrival point to solve a problem, or to diminish the intensity of the same one, in a short, medium or releasable term, according to the nature and dimension of the problem.

Goals

The goals or actions, desires of the community regarding the problem, for example those of the gangs, they can be two or three goals.

Goal No. 1

- To achieve in the first three months of the year to contact fifty young racketeers and to sensitize them to be integrated to juvenile groups of education and community action of ecological days and of environmental reparation.

Goal No. 2

- Organize a scholarship system of vocational and technic education of INATEC, for ten young people of the community in the first six months.

Goal No. 3

- Organize three community vigilance teams with the participation of the young people.

Resources:

In our example the committee should negotiate the financial means, materials and humans to achieve the objectives and goals of the action plan.

The resources are distributed into:

Financial: An estimate should be made of how much it is required in cash to cover the cost of each goal.

Materials: An estimate should be made of how many and what types of materials (its characteristics) and the costs in cash of each one of them. He/she refers to the didactic material, stationery, a typewriter, etc.

Human: An estimate should be made of how many people is required for the execution of the goals and all represents in mount cash.

Activities:

The activities are specific actions of short duration that you/they prepare for the development and they solve the actions or goals entirely.

Each goal should be removed in concrete activities, in this example we will suggest the activities of the goal 1.

ACTIVITY 1

Program and conduct 3 seminars, one for every month, on the topics of:

- a) the youth and the venereal illnesses
- b) The youth and the sexual reproduction
- c) The youth and the consuming of drugs

ACTIVITY 2

To make a selection and the academic file from 20 young candidates for scholarships in courses of INATEC

ACTIVITY 3

To organize a community list of surveillance with the participation of 50 young people of the community.

Time of Execution

This corresponds in the model Plan of Action, at the same time for each activity what would give us a measurement of the year that is the total of time of the plan (12 months). The time is distributed for the activity removed per day if it is necessary, weeks and month. For trimester every three months, for semester every six months.

Responsible

The last component of the action plan is who are the responsible ones, those that will be in charge to carry out the activities that correspond to each goal. These responsible ones are the leaders of the communal Committee, the leaders and collaborators of the community sectors involved in the action plan, to give execution to the Integral Politics of Relationship Police Community and human rights.

As we have observed the action Plan it contains the elements that we indicate previously, that the communal committees and the Boss of Sector, they develop thoroughly according to the necessities of each community. In a community depending on the number of main problems the design of the Plan will be made with all the goals and activities that will appear in the community participative planning and then they will be ordered in the sequence that we have exemplified.

SIXTH STEP: Execution of the Work

Once we already have made the action Plan, we are in the moment to put it into action. The economic, financial, human resources and materials should be negotiated through the COMMUNAL COMMITTEE with their coordinator to the head and each one of the members should collaborate so that in team he/she begin the Plan of Action. It is important to have a registration of the activities that you/they leave ready and their degree of quality and those that aren't ready. The group should also name a team that he/she supervises the execution in time and it forms of those planned.

SEVENTH STEP: Evaluation

The evaluation is so important that it forms part of the Implementation of the Integral Politics of the Relationship Police Community and human rights.

The evaluation revises and it values, he/she examines and he/she makes conclusions. Retro feeds and it is good to improve the continuation of the project.

The achievement of a Project depends on a good planning, a good execution and a good evaluation.

The evaluation should answer to the following questions of the execution process.

- What did we make?
- How did we make it?
- What achievements and failures we had?
- What did we obtain?
- Which is the next step?

To evaluate the boss's of Sector strategic Plan and the community, in the Integral Politics's application.

We have to think that it would not be so effective to evaluate the Plan until the last day that ends because if we have traced ourselves year Plan of actions and political goals, it is not advisable to evaluate the execution until the month of December that concludes the year in case we have started up in January, because any error or failure have to be amended in the road.

To evaluate the Plan, the different members of the communal Committee, they should meet periodically every month to evaluate all the activities of the Plan, to see the execution of the goals, the obtaining of the resources and means in the established date and the execution on the part of the responsible ones.

QUESTION NO. 1 WHAT WE DID?

In this question we have to say one the activities that were programmed and to see if they were completed or not in the established time. Pattern of evaluation of the first question as the following one.

QUESTION NO. 2 HOW WE DID IT?

In this question that we make ourselves regarding that drifted and executed, it is important to know first, if we have improvised or not the activities to be carried out. For example if we had contemplated in the activities to make visit and invitations to people that are willing to be part of the COMMUNAL COMMITTEE for the day of the elections of the members of the Committee. If we only invite verbally to the slight one to some how many, and according to our plan it was to visit and to give invitations written house for house. That means that we made the activity in an improvised way, to the slight one.

The how an activity is making, we have to relate it to the agreements that have taken in the meetings of planning.

QUESTION NO. 3 WHAT ACHIEVEMENTS AND FAILURES WE OBTAINED?

For this question we should recapture in detail the achievements and limitations, as well as the negative aspects, and to value them. In relation to the failures or negative aspects, to see which were the causes and in what way people are involved and why.

If there are outstanding people, to make a frank recognition to these people, pointing out their merits and their contributions to the plan.

This information when making it every two months allows us to pick up the data to improve the process of execution of the plan.

QUESTION NO. 4 WHAT WE OBTAINED?

In this question we will recapture the information of the previous questions in their contents and observations, and we will complete it with our opinions. To judge if it has been worthwhile the effort of those planned and that executed. Better said, we have to ask ourselves if it was too ambitious because, the plan achieved is too small or too poor therefore it wasn't worthwhile so much effort.

But if that planned was to the humanly realizable reach and with the resources what was reached was worthwhile by hand then; If it was completed consciously and if it has not been completed through human failures, it was worthwhile to repeat not the error again and to value the degree of the participants' enthusiasm.

The evaluation has allowed us to visualize the Boss of Sector and the COMMUNAL COMMITTEE, with the yield of the activities, people and the resources involved in the plan, until this moment of the evaluation.

Now we have to decide as group that alternatives should think about in the solution of obstacles and improvement of the actions and goals of the plan of the following year.

To give an example

If after analyzing the yield we observe that problems exist, like lack of motivation in those responsible for the COMMUNAL COMMITTEE, Then we can outline alternatives to give answer for example:

- To speak with the members to know their points of view and to value their continuation in the communal Committee or to make changes in the directive.
- To promote activities that motivate the directive.

ACTIVITY TO CARRY OUT TO EVALUATE THE STRATEGIC PLANNING

Mrs. Martha -listens boss,

Chico - **Tell me.**

Mrs. Martha - **He/she told us that now we are going to make a small work shop and study.**

Chico.- **boy, we will define this way this:**

Instructions:

- a) We will divide in 6 people's groups each one.
- b) The group will name a secretary teller and a moderator.
- c) We will answer the following questionnaire for each group.
 - 1. Point out the steps of the planning
 - 2. Do explain which steps of the seven are the most important and why?
 - 3. Make a model plan for an action combined police community in a specific community.
- d) The approximate time to answer the questionnaire is of 30 minutes.
- e) The material to use:
 - Pápelo grafo
 - Markers
 - Instructive
- f) The exhibitions for group should not exceed of the 15 minutes.
- g) The sector boss will make the conclusions and clarified any doubt that some member of the group may present.

MODULE III

Educational Programming and Audiovisual teams

FOUNDATIONS OF THE TEACHING - LEARNING

A teacher remembered his experience of teaching and shared with us the following anecdote:

"I taught a peasant to write the PLOWED word and he taught me to manage it" (Carlos González Arrellana, 1992)

The teaching besides that it is a science by means of the one which the facilitator or the teacher, communicate scientific knowledge,

Fundamental principles of the Education of Adults.

The methodology takes into account the human being experience and its use capacity. He/she takes into account the individual interests, which are bound to immediate necessities: economic, social or singular. It enriches and it encourages experiences skills and abilities acquire.

Important aspect of the Learning in the Adult

The learning is a complicated process, difficult to define how it happens. The facilitator that he/she wants to be successful in their training he/she should take into account the following aspects:

1. To assure the active participation of all
2. To inform the participant the results of their efforts (feedback)
3. To be sure that relationship exists among what will become trained and what is important that the person wants to learn
4. To assure that there is opportunity to put into practice what is learned.
5. To motivate the participant to overcome their limitations.

HOW DO THE ADULTS LEARN?

**20% LISTENING
40% LISTENING AND SEEING
80% MAKING**

Characteristic of the facilitators

The sector boss to the moment is to carry out his meetings or to qualify people of the community becomes a facilitator and therefore it is important he knows the characteristics of same.

The facilitator should possess a great identification sense, trying to see the things like they would see them its participants, putting on in its shoes.”

- To make use of the recognition; rarely they use sanctions and they never ridicule.
- They are responsible; he likes the work that you/they carry out in their community.
- They -have security of their knowledge, still believing that they can make it better.
- They -feel a great respect for the dignity and each individual's value, and accepts people just like they are.
- They are fair and objectives with people that work.
- They -are willing to accept or to experience new ideas and plans.
- They are patient and tolerant.
- They worry to know the personal particularities and problems of the members of their community.
- They are sensitive to the necessities, fears, problems and people's goals that participate in their activities
- They meditate about their experiences and they try to analyze their successes or failures.
- They are humble and they avoid to use the power.
- They enjoy learning at the same time that the other ones.
- They are continually enlarging their field of interest.
- They are committed and involved in their own permanent learning.

Educational programming

Objectives of the Facilitator:

- To provide the necessary knowledge that allows them to develop the process of programming of any educational activity, develops community, civic and preventive security in their territory.
- To dominate the design of a training program with community participation.
- Objectives of the Participant:
- To achieve their participation in the planning of the activities of their community.
- Motivate so that they promote the community development, the civic security, the prevention of the crime and the respect of the human rights their community.

Ø The educational programming understands the following stages:

- Educational diagnosis,
- Action plan or it programs,
- Execution or development of the program
- Monitoring and evaluation

Concept of Programming:

The programming of the teaching - Learning, comprehends the search of the knowledge and the analysis of the specific situations of the facilitator and of the participants likewise allows to achieve the outlined objectives.

For that reason it is necessary to formulated the following questions:

a. Why?

In this question the why is the cause that justifies the realization of a program, in function of the identified training necessities and of the group of participants subject to the training.

b. What is it ?

Once discovering "the why" or the justified cause, the decision must be taken of "WHAT" will be done and who will be responsible for such event. Define the nature and pedagogical strategies for the event: (Training, Upgrade or Learning in the Work) and what educational modality (Workshop, internships, seminars, etc.) it is the most suitable. Once elected the type of the event, forward to the following question:

c. for what reason?

In this stage the objectives are formulated that are sought to reach with the action to undertake, combining the necessities with the possibilities, opportunities, risk and difficulties.

d. With the one who?

In this aspect it is determined who the beneficiaries will be; if they are the workers, community promoters of the politics, policemen, etc

e. How to do it?

Activities and tasks that come from the action elected.

Working Methodology that will be used

Most convenient way of organization to get the project on wheels.

f. Who or who will make it?

To determine what human resources will be necessary: coordination team, support, collaborators. It will be necessary to fix the relationship equally among all them to distribute the responsibilities.

g. With what will it be carried out?

This aspect is about the necessary material and economic resources and which they are had available, to try to find those that are not available.

h. When will it be made?

It is necessary to know the time that we prepare and to carry out a work chronogram that contains, among other things: when he/she will be carried out the activity, in what moment, in how many days.

i. Where will it be carried out?

It should be summed up the place and the local where he/she will be carried out the program.

Educational Program:

When the sector boss needs to elaborate a session plan to impart an activity of teaching of one hour, for example it should organize the following elements for the activity.

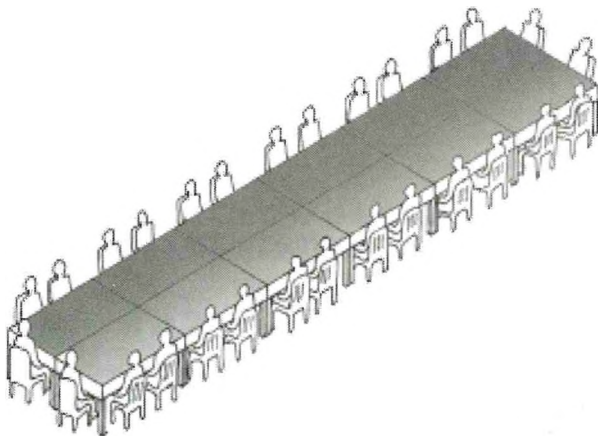
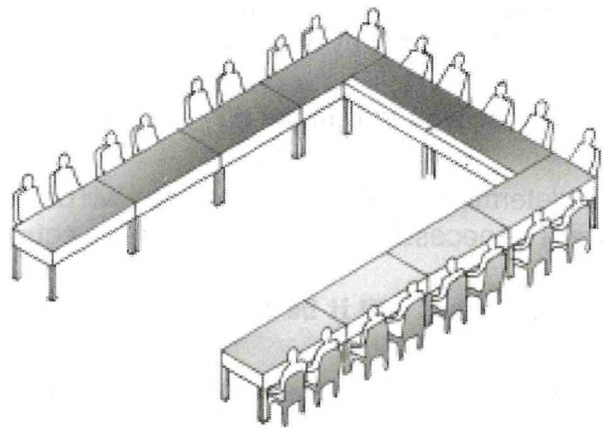
PLAN OF THE SESSION

Key elements:

- Objectives
- Teams or content
- Methodology
- Selection of techniques
- Sequence of the activities
- Time required
- Necessary Resources:
- Didactic Materials
- Equipment
- Participants

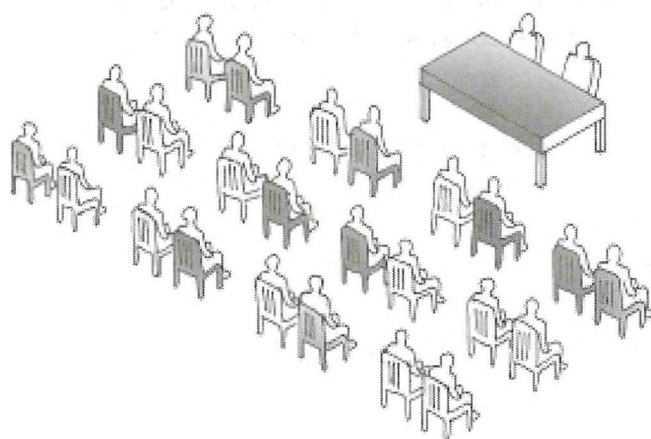
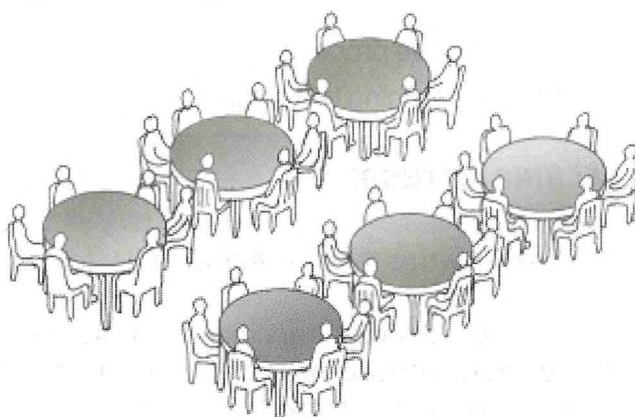
Types of physical composition of the tables and seats in an educational activity

In form of a U”: it is mostly used in meetings of discussion so as to permit a clear communication face to face And the interaction between the participants of the group. Ideal for 12 to 20 persons.



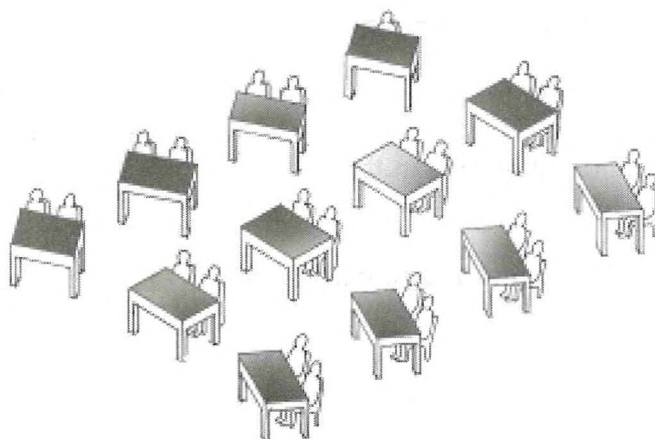
DIRECTORY: this type of arrangement promotes the group work and the interaction in a direct form. It is advisable for groups of 6 to 22 persons. The tables are in a rectangular form.

ROUND TABLE: is the best arrangement for sessions in groups or working cels, integrated by 5 to 7 participants around each table.



CLASSROOM STYLE: it is the best arrangement for large groups. It is adaptable to any amount of persons. It is used for conference or workshops.

THEATER: it is an efficient manner for large groups. It allows the exposures to dominate the auditorium and gain the participation of the same. Another important aspect is that whenever expositions are presented everyone can observe very good video projections accompanied with good audio.



METHODS AND TECHNIQUES OF TRAINING.

Objectives of the Facilitator:

- Instill in the participants a critic analysis in relationship to the use of the methods and training techniques.
- Stimulate the development of skills and abilities to use and manage the participative methodologies.
- Establish criteria's to select methodological strategies adequate for a capacitation

Objectives of the participants.

- Determine the advantages and disadvantages of the educative techniques and their relation with the teaching method.

- Use a method and teaching technique more according with the objectives you expect to achieve in the educative process.
- Define the teaching techniques adequate to the pattern that is developed.

TEACHING METHODS.

Method is known as the road the facilitator follows to organize and develop the educative process.

To speak about an educative process is to speak in a requiring knowledge manner. The participative methodology, is based in the beginning, that in every working process, the participants are the performers of their own reality; this means, that they are considered as active subjects into the process.

The selection of method and technique must be conducted towards achieving the objective.

CONCEPT CLUE

TEACHING METHODS.

Are all those procedures, actions, activities and exercises that the facilitator develops together with the participants during the educative process to achieve the appropriate knowledge and changes of attitudes.

Methods: is the road to follow so as to organize and carry out the educative process. It is important to clarify that the method is who give sense and reason of being, and the materials to use in this teaching process.

Teaching method to use in group.

It is based on the participative action and work done in group, this means, that the participation of the participants is fundamental.

Individualized teaching method.

This method permits the attention to individual differences of the participants braking through the similar treatment given to all. This method permit to adapt yourself to the individual differences of the participants and it is based on two main ideas. The participants learn according to their own rithm and the facilitators can feed back on the learning.

Experimental method.

Are those situations of teaching that implicates learning according to experience outside the classroom or by suppositions

EDUCATIVE TECHNIQUES

CLUE CONCEPT

Educative techniques are the different techniques that permit you to make a strategy or a performance.

The techniques are instruments or tools of the training process.

Difference between method and technique.

It is necessary to clear up the misunderstanding that usually is presented regarding the difference between methods and technique.

Trying to find an example, we can say that method is the “pie” and the technique are the “ingredients” we use to make the pie.

There isn't a technique better than the other. The effectiveness is depending on the present situation and the formulated objectives also the fact of getting across to the participants

Example of techniques

BRAINSTORMING

It is an educative one where a group of people exposes

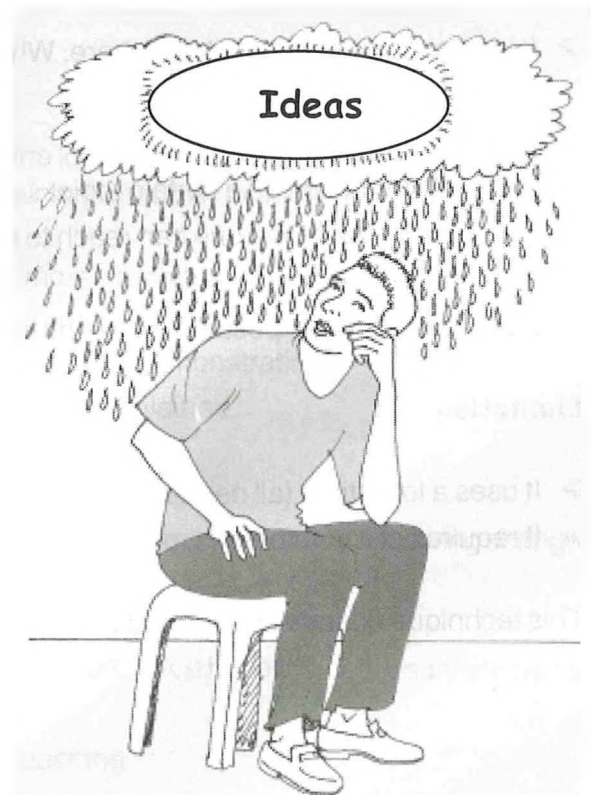
Freely their thoughts on a topic or problem with the objective of giving original ideas or new solutions

Objective:

Each one of the participants will propose the idea or knowledge that they have on a certain topic and collectively will reach to a conclusion or agreement in common.

Development:

A clear question should be asked, where it expresses the objective that is pursued. The question should allow the participants to respond starting from their reality and experience.



Then each participant should say an idea on what he/she thinks of the topic.

It is necessary to clarify a thing in this technique of the “brainstorming”

- It doesn't allow discussion of ideas that are elicited .
- In case of misunderstanding a participant, question to clarify such are allowed.
- The amount of ideas that each participant expresses can be determined ahead of time or they cannot have no limit.
- All the participants should say at least an idea.

When time is over, the coordinators or tellers inform to the group of the results of the discussion.

Characteristic:

- It is informal. It allows to consider many alternatives
- It offers effective and varied solutions on a problem
- It allows to act with autonomy and with originality.
- All the opinions are valid, destructive critics' aren't accepted

Advantages

- It is done in an informal atmosphere. Which promotes the freedom of speech.
- There is not pressure of time.
- There should be no limited time
- It offers information on a certain topic.
- Thanks to this method one can reach to effective and varied solutions
- on a problem or certain topic.
- It allows to find new possibilities in any field.

Limitations

- It uses a lot of time (all needed in the group).
- It requires of a comfortable, pleasant, calm place, without interferences neither spectators.

This technique doesn't allow to find solutions with urgencies (it sets calmed)

Demonstrative technique

Demonstrative technique

It is an educational technique that uses the exhibition in conjugated form, allowing this way, to stimulate the human senses.

**He/she should remember that the human being
learns:
25% OF WHAT IS HEARD
50% OF WHAT IS SEEING
90% OF WHAT IS HEARD, SEEING AND DONE.**

Characteristic

- This technique should be used to teach some procedure, where they are related to theoretical and practical principles.
- It allows the communication with the auditory and it can be interrupted in any moment to clarify doubts due to the process.

Development

- In the first place are given to know the objectives, the logical order of the steps to continue, using the materials or parts of the pattern to follow, explaining what it is, how it is used and which is its use.
- The demonstration can be made between two or more person.
- During the explanation he/she should maintain an impersonal tone, showing the final product clearly. Every time that doubts arise, you can interrupt the demonstration.
- At the end of session a summary is made of what was explained.

Advantages

- It allows to evaluate the apprenticeship in an immediately and long term manner showing changes of attitude.
- The demonstration is objective and concrete. Each step is shown in order.
- It is easily adapted in anyway, circumstance and situation, if you have the necessary elements.
- It can be applied to other teaching techniques.
- It allows the spectators to see what you/they are teaching.
- It is a dynamic method, with immediate confirmation.

Limitations

- It should be short, of 10 to 30 as maximum.
- Repetitions can result to be boring.
- It is indispensable to be sure there are all the necessary elements for the “ demonstration “

Conversation

It is an informative technique that allows the public's participation, in an open and informal atmosphere, from the beginning of the topic.

Development

The person that will lead the conversation, should be presented before the public. Later on, introduce the topic by means of questions, experiences or showing a related objective.

After, will go developing the topic in order, using the appropriate means of teaching, promoting the participation of the audience, to conclude evaluating the achievement of the objectives.

Advantages

It is interesting, it produces an informal and pleasant atmosphere. It promotes information on the topic and invites to the reflection of the spectators on the same.

Limitations

- It cannot extend more than the 30 minutes.
- The lack of good coordination let the ambient become anarchical.

Workshop

It is a meeting of a group of people with the objective of planning, to elaborate work materials.

Characteristic:

- It is a very well-known technique in the whole world.
- The work atmosphere, although informal, it is very serious.

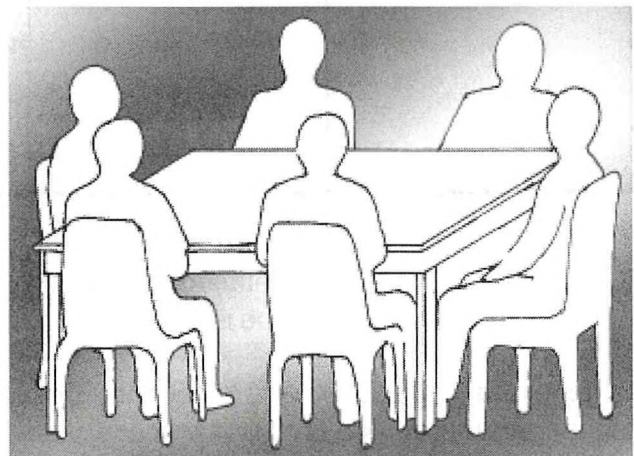
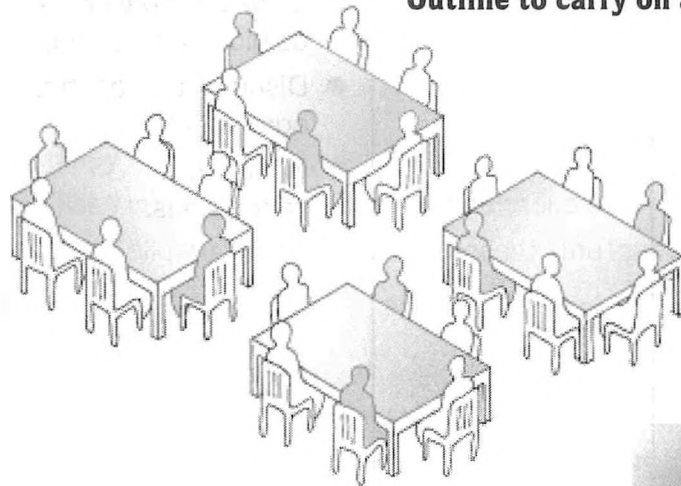
Advantages

- It Promotes the work in team
- It stimulates the learn making.
- It foments the creativity
- It allow the theoric - practical integration
- It promotes the family atmosphere

Limitations

- The proposed work should agree with the possibilities of the members of the group.
- Have an appropriate place for the work.
- it requires of enough materials to facilitate the production of the same ones.

Outline to carry on a workshop.



Work groups

ELEMENTS TO TAKE INTO ACCOUNT IN THE USE OF THE TECHNIQUES.

It is necessary to know what a technique serves for and how and when it should be used.

The techniques should be directed to the achievement, of the objective and also to the procedure to be develop in the educational activity.

For example: if a training activity is carried out on the techniques of dynamic of groups, for example: the brainstorming. It will be chosen showing their steps like in the square above described, next it will allow us to put into practice.

TEAM	OBJECTIVE	TECHNIQUE	PROCEDURES
Cause of the crime	Learn about the causes of the crime in the community	brainstorming	<ul style="list-style-type: none">• Group work with a moderator• Explain the team and each participant give opinion of the same.• Discuss and reach to agreements.• Write down conclusions.

The procedure should be detailed, since it allows to conduct the technique correctly toward the outlined objectives and he/she is allowed to specify the handling of the technique.

In general a single technique is not enough to treat a topic. It should be accompanied by other techniques that allow a profound process of order and systematic.

Let us answer the following questionnaire related to the topics that we have begun in the module 3.

Which are the characteristics of the learning?

Point out 4 characteristics of the facilitator and how to combine them with the responsible of Section work in the training of the members of the committee of the Community?

Explain briefly what the concept of Educational Programming means.

How would you apply the technique of brainstorming if he/she needs to know the opinions of the community group on the causes of the crime?

AUDIOVISUAL MEANS NON PROYECTABLES.

It refers to the teaching material that expresses the messages through images and it can combine with the written word and with real objective.

ADVANTAGES

- Of simple use
- Effective
- Of low cost
- They illustrate facts, ideas and processes
- They can combine with other means like the Retroproyector, etc.
- They allow a more dynamic process in the learning.

DISADVANTAGES

- The facilitator can lose visual contact with the group.
- Some are voluminous and difficult to transport.
- One runs the risk that they deteriorate with easiness.

Types of Slate.

- The traditional one is used with chalk.
- The board is used of green color to avoid the irradiation of the light.
- The acrylic slate. The board is of Plastic white color. Color markers are used and their advantage is that when fading it doesn't loose dust that affects the sight or the breathing.
- Slates stuck to block walls exists, wooden slates, of sheet of melanina, folding, sliding, of tripod and magnetizables. ~ ~. These last ones use electric circuits that fix images in sheets.

ADVANTAGES

- It is Good to illustrate facts, ideas and processes being sometimes helped drawings, maps, diagrams and other visual symbols.
- The topic goes on developing little by little.
- It can combine with other means like the rotating folio, Retro projector, real objectives, etc.
- Properly used, it helps to stimulate the participation of the participants,: when the educational one makes annotations on it, you ask, discussion points, problems, alternative of solution, etc.

DISADVANTAGES

- The elaborated material cannot be conserved, for a lot of time, it has to be erased.
- The instructor has to give his/her back, to the participants while they write.
- Time is lost while writing.
- On those that chalk is used it lifts powder.
- On the white board, the brightness bother the eyes.

THE ROTAFOLIO

The rotating folio or notebook of posters is very useful to be presented in successive phases.

This visual resource is formed by a series of leaves, generally, cultured, placed in a certain order that they allow to develop the topic in a progressive way, offering the visual help as it is spoken.

The topic gets ready ahead of time, planning each leaf carefully, distributing the texts and the illustrations, and summarizing what estimates that it is indispensable it appears on each leaf.

PARTS OF THE ROTATING FOLIO

- a) Easel or board. This can be wooden, thick cardboard, aluminum or with sheet slate.
- b) Folio: it consists on several properly orderly paper sheets and sustained in the superior part of the board. The leaves can being of periodic paper, paper Bond, bristol boards, paper kraft.

The leaves of the rotating folio should be elaborated in a simple form.

Simple. Each leaf should have simplicity, harmony and clearness.

Interesting: Colors and pleasant illustrations should be used visible.

Readable: To use very simple and readable letters.



Advantages

- The written material as the one drawn remains and it can consult himself the times that are necessary.
- The material using can be filed to be used later on.
- It can get ready in advance.
- It can be shown successively with unit sense the elements of an exhibition presenting a logical sequence.
- It is mobile and it can move with easiness.
- Awake the attention and it maintains the interest.

THE POSTER

The poster is another visual resource used to enlighten the participants towards the team treated. The posters are usually brief messages that are made on bristol boards, to a governable size, and that it is exhibited, before an auditory to highlight important points of a governable size.

Disadvantages.

- The written material cannot be erased, if needed a new material has to be made.
- The space that he/she prepares for a leaf is limited.
- If leaves of big format are used the storage and transport is made a little difficult.

Cares that should be had in the use of the poster.

- To study the content of the conversation.
- To decide what points are the keys.
- What points deserve to be visualized
- To select the main ideas that are wanted for listeners to remember later on.
- To think of a or several images to illustrate each idea.

Forms of using the posters.

When a rotating folio is used, the leaves go passing to intervals but or less regular; the posters on the other hand, they usually present surprising in certain sense to the auditory with their presentation.

The educator exhibits them with his own hands, maintaining them to the height of his face, never lower.

With all visual help, they should be seen with easiness for all.

The posters are not fixed in a place. The person that uses it can change its position moving slowly as he/she speaks. It should approach them to their listeners and to carry out while it exposes them, other activities are an active character to their explanation.

Recommendations for their elaboration

1. the poster should give a lot of importance to the graph and little to the text or letter.
2. he/she has to make a balance among graphic, color and text.
3. At the moment when presenting the poster, take in to account:
 - a) A short head line and attractiveness that has relationship with the graph.
 - b) it must contains a central graph or picture with the idea to communicate
 - c) it must have some blanc space around the text and the illustration.
4. If drawings are used these should be clear, simple and colored, appropriately.
5. The readiness of the content is an important factor and he/she is due planned previously by means of sketches.
6. The use of the colors should be balanced. The coloring should not be neither very diffuse neither very strong but live and harmonious.

AUDIOVISUAL MEANS PROYECTABLES

The Retro projector

Concepts and Characteristic.

It is an electronic apparatus that is used for projection of images in enlarged form that they want being shown. These images are fixed and recorded in transparencies.

Their use doesn't require of a dark room and you can use in teaching situations to big groups.

AS PROJECTING

1. Place the transparency on the transparent surface of the Retro projector, to light and to focus until the image is very clear.
2. Displace, if there is well necessity, the Retro projector full the screen.
3. When beginning to project, the facilitator should be placed to the left side of the Retro projector always looking at the participants and trying that the base of the apparatus reach to the height of his waist.

4. Begin the projection, don't look on the screen but to the apparatus. You can control the whole content directly on the projector, **THE BACK should NEVER BE GIVEN TO THE PARTICIPANTS.**
5. When finishing the explanation of the projected material, it is necessary to turn off the apparatus before retiring the material.
6. If he/she is being projected and there is necessity to make a lingering explanation, it is better to turn off the apparatus.
7. If it should point out on the material that is projecting, it is made with a pointer, pencil or marker, **NEVER WITH THE FINGER**, it is of bad education and it also dirties the acetate, never point out the screen.



Focus.

To obtain the clear image of a transparency it is necessary to take care of the focus.

When the projection is made very near the screen, the image that is obtained is big, brilliant, but, they also take place a distortion in her that, fortunately he/she can, to be corrected. The distortion you can correct inclining the screen forward.

Mechanical warnings for their use

When the apparatus is lit, don't move it. The filament of the lamp collapses and with any movement it can break.

Don't hold the bulb from the body. Hold it from the base that it doesn't leave fingerprints that harm it. When he/she has to change the bulb, hold it from the base.

- Place the apparatus in a sure place to avoid that it falls.
- Don't move the apparatus immediately after having used it, because the lamp, when being warms it becomes more sensitive and it can blow out easily..
- Wait, 10 minutes, before unplugging the Retro projector so that it cools down with the fan that it possesses.
- To verify the voltage with which it works & apparatus before connecting it to the current. To notice the badge of characteristic of the apparatus.
- Make sure the cable is attached to one of the paws of the table to avoid accidents.

How to prepare a transparency sheet?

1. Elaborates a guide in which it take into account:
 - a. Distribution in the projection area.
 - b. Order and presentation of the topic.
 - c. Level and the participants' age.
2. To leave a margin of 1 and 1/2 inch for each side of the acetate. It will be good to be able to place the mark and to give him a better maintenance.
3. The size of the letters should be big and readable, preferable in uppercase. For the titles it is convenient to use bigger letters.
4. The space among each letter should be made according to the size of them, treating that the separation is uniform.
5. A paper leaf is placed on the acetates when writing, to avoid to leave fingerprints and to stain them.
6. Each acetate should take from 10 to 12 lines like maximum and of 6 to 7 words per lines.
7. If images are elaborated, they should be simple and expressive only containing the essential thing.
8. The acetates are not the most appropriate means to present numeric information, squares, of quantitative numeric evaluations or, neither budgets. Both contain too much information and it is impossible to follow the explanation of the educational one and at the same time to pay attention to the presented information.

- It is recommended not to use more than 10 transparency for a hour activity. Each sheet should have a maximum of four lines of information.
- For the titles, it is not advisable to use the yellow, the black or blue, if colors are used.
- The letters of the titles should be bigger than those used in the text.
- Attach the transparency to a cardboard frame, this way they are managed with more easiness.
- When carrying out the presentation, he/she should cover certain areas and to discover it in a progressive way, stand out the most important thing.

Advantages of the Retro projector

1. It is an apparatus easy to manage and he/she needs little service. You can place directly on the desk or on a table.
2. It works perfectly with existent light in the classroom. It is not necessary to turn off lights neither to run blinds or curtains.
3. The teacher allows to be of in front of the participants in all moment.
4. It can substitute the chalkboard.
5. The participants' total visibility, for the position that the instructor, places the Retro projector and the screen.
6. The acetate is cleaner, they don't create chalk powder.
7. If images are elaborated, they should be simple and expressive only containing the essential thing.
8. The acetates are not the most appropriate means to present numeric information, squares, of quantitative numeric evaluations or, neither budgets. Both contain too much information and it is impossible to follow the explanation of the educational one and at the same time to pay attention to the presented information.
9. The projection can be of the size that is wanted.

Disadvantages

1. You cannot use, without electric light.
2. The intensity of light and of color it develops for the apparatus it can be factors of quick fatigue.
3. When it is used he/she should combine with other half one as help, because if not the class becomes monotonous.

The Radio

It is a mean of massive communication that is used to offer educational programs to the population. The radio is used like half of support, in open transmission (education directed to the town in general) in assistants' groups and in the campaigns.

In listeners' groups, they are used in programs of systematic education, but also without Otiles for the organized reception of any program.

The radio campaigns, are those messages that are repeated in different schedules and forms with the objectives that the receivers adopt the behavior wanted by the message.

Video

It is a topic with the same foundations of television that it stores images and sounds to transmit knowledge.

Advantages

- Easy handling of equipment.
- It facilitates the feedback in an immediate way
- He/she doesn't need to darken of the local for their use.
- You can distribute the sign for cable and power to use in different classrooms

Disadvantage

- It can't be use where there is no electric power.
- The screen is generally very small.

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HIMNO DE LA POLICIA NACIONAL

*Surgida del seno popular,
como parto anunciado por la historia,
con nombres ungidos por la gloria,
nació la Policía Nacional.*

*Al lado del pueblo y sus conquistas,
al lado del pueblo y sus dolores,
cultivando vocación de servidores,
creció esta policía con carácter humanistas.*

*Salvaguardas de la vida y de la paz
protegemos a todos por igual,
nos inspira la justicia como ideal,
contribuimos al progreso de la comunidad.*

*Como faro y eterno compromiso,
a los héroes caídos recordemos,
y al futuro de la patria prometemos,
Honor, Seguridad, Servicio.*

*Estamos dispuestos al sacrificio,
nos impulsa nuestro lema y el valor,
combatiendo al crimen y los vicios,
capaces de entregar la vida por amor.*

*Como faro y eterno compromiso,
a los héroes recordemos,
y al futuro de la patria prometemos
Honor, Seguridad, Servicio.*



High Commissioner
Of the United Nations
For Human Rights

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