

Training and Research Division

Training & Research Division of NAB HQ is responsible to undertake Training & Research activities for qualitative uplift of human resource and bringing the organization at top of national and international counterparts. The Division arranges and organizes Investigators' Basic Induction Courses, Refresher courses and Capacity Building Courses for newly inducted officers as well as officers serving in fields. Further, this Division also keeps liaison with national and international agencies to search relevant and constructive courses for officers and officials. Apart from all these, NAB Forensic Science Laboratory also serving the needs of the organization in the field of Digital Forensics, Questioned Documents Forensics and Fingerprints.

Performance of T&R Division during April to November, 2016

a. IOs Refresher Courses:

The importance of Refresher Courses cannot be denied as these provide excellent opportunity to the participants to refresh their professional knowledge and also to share their individual experiences. A total of 28 refresher courses were held during the year 2016, wherein 504 investigation officers and case officers participated.

Sr. No.	Regional NAB	No. of Courses	No. of Participants
1.	NAB (Lahore)	3	86
2.	NAB (Karachi)	3	69
3.	NAB (KPK)	3	47
4.	NAB (Balochistan)	3	41
5.	NAB (HQ / Rwp)	3	84
6.	NAB (Multan)	3	56
7.	NAB (Sukkur)	3	20
	Total	21	403

b. Prosecutors Refresher Courses:

Sr. No.	Regional NABs	No. of Courses	No. of Participants
1.	NAB (Lahore)	1	14
2.	NAB (Karachi)	1	8
3.	NAB (KPK)	2	16
4.	NAB (Balochistan)	2	10
5.	NAB (HQ / Rwp)	1	4
6.	NAB (Multan)	1	5
7.	NAB (Sukkur)	2	10
	Total	10	67

c. Capacity Building Courses for Investigation Officers:

Sr. No.	Course Title	Schedule Dates	No of Participants							Total
			NAB Lahore	NAB Karachi	NAB (KPK)	NAB (B)	NAB (HQ / R)	NAB Sukkur	NAB Multan	
1.	NABs Operational Methodology -2015	01 st Apr, 2016	6	12	14	10	24	16	10	92
2.	NAB Monitoring and Evaluation System (MES) and Archiving	01-02 Jun, 2016	7	15	17	9	12	28	15	103
3.	Handling of VR /PB and Allied Issues	01 st Jul, 2016	7	20	19	9	11	29	10	105
4.	Arrest, Remand and Relevant Matters	01 st Sep, 2016	11	11	11	6	10	19	6	74
5.	NAB Monitoring and Evaluation System (MES) and Archiving	03-04 Oct, 2016	16	12	11	17	8	21	8	93
6.	Search and Seizure of Property of Accused	01 st Nov, 2016	15	7	8	12	9	18	Re-scheduled	70
Total			62	77	80	64	74	131	49	537

d. Staff Development Course

Sr. No.	Course Title	Scheduled Dates	No of Participants							Total
			NAB Lahore	NAB Karachi	NAB (KPK)	NAB (B)	NAB (HQ -R)	NAB Sukkur	NAB Multan	
1.	Ethics, Manners & Hospitality (Qasids / Naib Qasids and Equivalent)	28-31 Mar, 2016	20	15	12	46	10	28	8	139
2.	Duties and Responsibilities of Drivers / Dispatch Riders	25-29 Jul, 2016	10	37	14	17	4	10	11	103
3.	Office Procedures and Communication skills for Superintends, Assistants, UDCs, LDCs etc.	24-26 Aug, 2016	58	11	15	9	14	19	10	136
4.	Daftary Urdu Training for Superintends, Assistants, UDCs, LDCs etc.	05-09 Sep, 2016	36	7	12	9	12	17	9	102

5.	Duties & Responsibilities of Private Secretaries / Asst. Private Secretaries (Private Secretaries, Assistant Private Secretaries, PAs & Steno-typists etc)	21-25 Nov, 2016	36	11	13	10	Re-scheduled	15	Re-Scheduled	85
Total			160	81	66	91	40	89	38	565

e. Specialized Inter – Regional Trainings

S. No.	Course Title	Date Held	Organized by	No. of Participants
1.	Training of Trainers (TOT)	15-19 Feb, 2016	NAB HQ, Islamabad	18
2.	Forensic Investigation	09-13 May, 2016	NAB (L)	29
3.	Inter-agency Cooperation in Tackling Corruption	18-22 Jul, 2016	NAB (R)	30
4.	Financial Crimes Investigation with reference to AML, STRs & Stock Exchange etc	07-11 November, 2016	NAB (K)	30
Total				105

f. Inland Trainings Sponsored by Foreign Organizations / Agencies:

S. No.	Course Title	Date	Organized by/ Venue	No of Participants
1.	Anti Money Laundering and Asset Tracing Courses	04 – 08 April, 2016	Australian Federal Police at Karachi	5
2.	Anti Corruption Seminars	18-19 April, 2016	Asian Development Bank / at Serena Hotel, Islamabad.	4
3.	Crime Scene Investigation Forensic Skills	25-29 Apr, 2016	ICITAP / USDOJ at FIA Academy Islamabad	2
4.	Anti Corruption Seminars	25 & 26 April, 2016	Asian Development Bank / Avari Hotel, Lahore	1
5.	Anti Corruption Seminars	28 April, 2016	Asian Development Bank / Avari Hotel, Karachi	1
6.	Anti Money Laundering	08-13 May, 2016	ICITAP / USDOJ at FIA Academy Islamabad	5
7.	Intelligence Analysis Training-II	22-26 May, 2016	Australian Federal Police (AFP), Karachi	4
8.	Special Investigation Techniques Training	23-25 May, 2016	UNODC,/ Margalla Hotel, Islamabad.	2

9.	Instructor Development	23-27 May, 2016	ICITAP / USDOJ at FIA Academy Islamabad	5
10.	Counter Terrorist Financing Workshop in Islamabad	24-25 May, 2016	Australian Federal Police (AFP), Islamabad.	6
11.	Intelligence Analysis Training-I	15-19 Aug, 2016	Australian Federal Police (AFP), Islamabad.	4
12.	Strategic Planning	29 Aug, to 02 Sep, 2016	ICITAP at National Police Academy Islamabad	3
13.	Forensic Investigations	19th to 23rd September, 2016	ICITAP at National Police Academy Islamabad	2
14.	Introduction, Collection and Prevention of Forensic Evidence	26-30 Sep, 2016	ICITAP / USDOJ at FIA Academy Islamabad	6
15.	Anti Money Laundering and Asset Tracing Course	07-18, Nov, 2016	Australian Federal Police (AFP), Islamabad.	2
16.	Multi Agency training on Financial Investigation and Confiscation of Assets	17-18 Nov, 2016	UNODC / Best Westerns Hotel Islamabad	8
17.	Modern Scientific Investigation Methods	21-22 Nov, 2016	UNODC / Best Westerns Hotel Islamabad	8
18.	Investigator Training on Case Management	24-25 Nov, 2016	UNODC / Hospitality Hotel, Lahore	4
19.	Law and Order Management	21-25 Nov, 2016	ICITAP at National Police Academy Islamabad	1
Totals				73

g. Inland Trainings in Collaboration with other Government Department / Academies:

S. No.	Course Title	Date	Organized by/ Venue	No of Participants
1.	Investigation Techniques and Importance of Prosecution	04-08 Apr, 16	National Police Academy	2
2.	Instructor Development	11-15 April, 2016	National Police Academy	2
3.	White Collar Crime	18-22 Apr, 16	National Police Academy	1
4.	Gender Mainstreaming	25-29 Apr, 2016	National Police Academy	2
5.	Instructor Development	09-13 May, 2016	National Police Academy, Islamabad	4
6.	Performance Management for Organizational Effectiveness and Career Planning	17-19 May, 2016	MS Wing, Islamabad in Collaboration with PPMI / Islamabad	3
7.	Intelligence Led Policing	02-06 May, 2016	National Police Academy, Islamabad	2
8.	Forensic Questioned Documents Analyst Training	30 May to 03 June	National Forensic Science Agency, Islamabad	3

9.	Total Quality Management for Public Sector Organization	01-03 June, 2016	MS Wing Lahore	6
10.	Office / Business Management for Officers of Law Enforcement Agencies	27 June to 01st July	National Police Academy, Islamabad	5
11.	Interview & Interrogation	01 to 05 Aug, 2016	National Police Academy, Islamabad	1
12.	How to Improve Personal Effectiveness	22 to 26 Aug, 2016	National Police Academy	2
13.	AML /CFT Awareness Seminar for Law Enforcement Agencies	27th September 2016	FMU, Karachi , at NIBAF Islamabad	7
14.	Security Management Training	14-18 Nov, 2016	National Police Academy, Islamabad	2
Totals				42

h. Training at Local Training Institutes - NAB HQ / NAB (R)

Sr. No.	Name of Institute	No. of Courses	No of Participants	Officer / Staff
1	Secretariat Training Institute (STI)	5	7	Officer
2	Pakistan Manpower Institute (PMI)	1	1	Officers
3	Pakistan Planning & Management Institute (PPMI)	3	3	Officers
4	Secretariat Training Institute (STI)	15	32	Officials
5	Pakistan Manpower Institute (PMI)	1	1	Officials
Total		43	84	

i. Additional Training by Regional NABs (Other than Training Plan -2016):

Sr. No.	Course Title	Date	Regional NAB	No of Participants	Remarks
1.	Pension Rules and Procedure and Travelling / Daily Allowance	4-8 April, 2016	NAB (B)	1	Staff
2.	One Day MES Training	22-4-2016	NAB KPK	5	Officers / Staff
3.	Bomb Disposal Basic Course	11-22 April, 2016	NAB Lahore	1	Staff
4.	Office Ethics & Etiquette for Qasid and N.Qs (03 batches / 21 each batch)	16-20 May	NAB (L)	63	Qasid / NQs

5.	Office Ethics & Etiquette for Drivers / DRs (02 batches /12 each batch)	23-27 May	NAB (L)	24	Drivers / DRs
6.	Importance of Minuting / Noting & Drafting of Forms of Communications	22-23 June, 2016	NAB (B)	7	Officers
7.	Office Procedures and IT for Assistants, UDC, / LDC (03 batches)	30 May to 03 June	NAB (L)	58	Assistants, UDC, / LDC
8.	SOP of ECL	1st June, 2016	NAB (M)	12	Officers
9.	SOP of Extradition & Red Warrants	2nd June, 2016	NAB (M)	12	Officers
10.	SOP of Search Warrants Including House Search u/s 86, 87 Cr. PC	3rd June, 2016	NAB (M)	10	Officers
11.	SOP of Freezing of Accounts & Caution of Property	6th June, 2016	NAB (M)	10	Officers
12.	Audit of Receipts and Tax Laws	01-03 June, 2016	NBA (B)	1	Officer
13.	Workshop on PPRA Rules, Preparing Perfect Bidding Documents, Controlling Corruption in Public Procurement, Contract Management	01-04 June, 2016	NAB (B)	2	Officers
14.	Importance of Minuting / Noting & Drafting of Forms of Communications"	22-23 June, 2016	NAB (B)	9	Officers
15.	Pay and Pension Rules	20-24 June, 2016	NAB (B)	1	Officer
16.	SOP of NAB Forensic Science LAB and Procedures	21st June, 2016	NAB (L)	23	Officers
17.	SOP of NAB Forensic Science LAB and Procedures	21st June, 2016	NAB (K)	12	Officers
18.	SOP of NAB Forensic Science LAB and Procedures	21st June, 2016	NAB (KPK)	31	Officers
19.	SOP of NAB Forensic Science LAB and Procedures	22nd June, 2016	NAB (B)	10	Officers
20.	SOP of NAB Forensic Science LAB and Procedures	21st June, 2016	NAB (R)	24	Officers
21.	SOP of NAB Forensic Science LAB and Procedures	21st June, 2016	NAB (Suk)	23	Officers
22.	SOP of NAB Forensic Science LAB and Procedures	21st June, 2016	NAB (M)	10	Officers
23.	Joint Workshop for IO's and Prosecutors	29th June, 2016	NAB (L)	8	Officer

24.	Joint Workshop for IO's and Prosecutors	27th June, 2016	NAB (K)	15	Officer
25.	Joint Workshop for IO's and Prosecutors	22nd June, 2016	NAB (KPK)	19	Officer
26.	Joint Workshop for IO's and Prosecutors	28th June, 2016	NAB (B)	10	Officer
27.	Joint Workshop for IO's and Prosecutors	24th June, 2016	NAB (Suk)	25	Officer
28.	Joint Workshop for IO's and Prosecutors	23rd June, 2016	NAB (M)	10	Officer
29.	Basic IT training of Officers and Officials	18th June, 2016	NAB (L)	14	Officer /Officials
30.	Basic IT training of Officers and Officials	24th June, 2016	NAB (K)	15	Officer /Officials
31.	Basic IT training of Officers and Officials	23rd June, 2016	NAB (KPK)	24	Officer /Officials
32.	Basic IT training of Officers and Officials	29th June, 2016	NAB (B)	15	Officer /Officials
33.	Special Regional Training for (BS-01-16) Assistant / Stenos & DEOs on Office Procedures' & IT Skills	18-22 July, 2016	NAB (L)	26	Staff /Officials
34.	Duties & Responsibilities of Private Secretaries and APSs (for PS & APS)	25-29 July, 2016	NAB (L)	16	Staff /Officials
35.	Skills Enhancement-Office Procedures, Practise & IT Skills	01-05 August, 2016	NAB (L)	7	Office Supdt.
36.	Rule Regulations, Financial Procedures, Duties / Assisting the DDOs & IT	08-12 August, 2016	NAB (L)	4	Accountant / Cashiers
37.	Report Writing	05- August, 2016	NAB (K)	15	Officers
38.	Conflict Management	19- August, 2016	NAB (K)	14	Officers
39.	Daily Diaries	05- Sep, 2016	NAB (K)	16	Officers
40.	Office Ethics & Morality	23- Sep, 2016	NAB (K)	11	Staff
41.	Time Management	03-- Oct, 2016	NAB (K)	13	Staff
42.	SPPRA Rules	14 Oct, 2016	NAB (K)	14	Officers
43.	Tender Management	2-Nov-16	NAB (K)	7	Officers

44.	Attachment of Property / Freezing	14-Nov-16	NAB (K)	8	Officers
45.	Collection of Evidence	17-Nov-2016	NAB (K)	11	Officers
	Total			685	

Meetings with Foreign Delegates

T& R Division always remain pro-active in searching training opportunities for the officers of the Bureau. Accordingly, meetings with delegates of foreign agencies are conducted to explore opportunities of mutual interest. During the period, meetings were held with officials of Australian Federal Police (AFP), US Embassy, British High Commission and UNODC for mutual interests.



Pictorial view of Trainings of NAB Officers Conducted by NAB and Other Departments / Agencies



NAB Forensic Science Laboratory



Chairman NAB Presenting Shield to Mr. Phil Hunter, AFP

It is giving services in three sections i.e. Digital Forensic, Questioned Documents and Fingerprint Analysis and it has given 18 Digital Forensic expert reports and 39 reports in analysis of Questioned Documents.

NAB Forensic Science Laboratory (NAB FSL) is operational since November 2015 after its notification by Ministry of Interior as officially designated Laboratory for the purpose of adducing evidence in courts. It is also empowered to conduct analysis and examine Digital Devices (Computer, Cell Phones, Digital Storage devices etc. Questioned Documents and Fingerprint Analysis).



Agreement Signing Between NAB and INL/P



Due to confidence of sister agencies in NAB, its FSL has started receiving Forensic analysis requests from them. These include FBR and SECP. NAB has also signed an agreement with International Narcotics Law Enforcements, US Embassy Islamabad for the provision of VSC-8000. This will enhance the capabilities of the NAB FSL to detect and process, nearly, all kinds of

cases of Questioned Documents and Fingerprint Analysis. Australian Federal Police have also provided additional equipment to NAB FSL to carry out Digital Forensics. The Chairman NAB has reiterated his commitment to fight the menace of corruption with iron hands and in this regard has appreciated the role of NAB FSL.

Progress since Inception of NAB FSL

Sr. No.	Section	Cases Received	Forensic Report / Cases Completed	Under Process
1	Questioned Documents (QD)	49	49	-
2	Digital Forensics (DF)	21	21	-
Total		70	70	-

Pakistan Anti-Corruption Academy (PACA)

- Establishment of an Accountability Training Academy was approved in principal, by the Prime Minister of Pakistan in 2007 under the umbrella of National Anti-Corruption Strategy (NACS). In 20th DGs Conference held on 26-27 October 2015, after detailed briefing by T&R Division, the Chairman NAB decided to establish Pakistan Anti-Corruption Academy, as an in-house administrative unit of NAB, in existing building of NAB HQ, after shifting the offices in new building. The Academy will not only cater for future training needs and professional development requirements of NAB employees but will also extend such facilities to other Law Enforcement and Anti-Corruption Organizations of Federal and Provincial Governments. Later on, scope of training, particularly in the areas of White Collar Crimes, Financial Crimes and Public Scams, etc. will be extended to International participants from SAARC countries and other countries located in the North-West of Pakistan.

- For working out various Administrative, Financial and HR related matters of PACA, the Chairman NAB constituted a Committee headed by DG T&R Division. The Committee held nine meetings for discussion and deliberation on various aspects / requirements of the Academy and submitted a detailed report to the Deputy Chairman NAB on 4th November, 2016.
- The report details, vision, mission, aims & objectives of the Academy along with proposed organization structure, role & functions of proposed three wings (Academic, Admin & Finance and R&D Wing), HR requirements, building requirements and mapping of existing HQ building for re-structuring into academy, machinery, equipments, furniture & fixture and vehicle requirements to make the Academy operational in 2017. On establishment of the Academy, existing T&R Division of NAB, along with its staff and all assets, will be transferred to Pakistan Anti-Corruption Academy as an administrative unit of NAB.