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Science | Technology | Medicine

STUDENT'S DATA



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FACULTY: FACULTY OF MANAGEMENT AND SOCIAL SCIENCES

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CERTIFICATION

This is to certify that this Siwes report was conducted and compiled by olukotun micheal babafemi with the matric no 22/15SCS018 to the department of sociology (criminology and security studies), Thomas Adewumi University, Oko-irese Kwara State.

Supervisor's name

signature and date

Head of department

Signature and date

DEDICATION

This report is dedicated to Almighty God, the author and the finisher of our faith, the alpha and omega and the all sufficient God that blesses beyond man's expectations.

STUDENT'S ACKNOWLEDGEMENT

My sincere gratitude goes to God Almighty whom alone deserves all my thanks in all ramifications of my life. I say to him alone who is worthy of my praise, be magnified, Amen!!! Firstly, I appreciate my lovely parents for their great support towards my academics and all that concerns me. I pray you both live to witness my days, months and years of abundant of joys and blessings ijn, Amen!!!

Secondly, I'm sending my sincere appreciation to our reputable Father the person of Dr j.j. Olorunmola for his great direction and impact of knowledge. You are acknowledged as the father of the great department of sociology (Criminology and security studies) and also to all the lecturers under the umbrella of the Department of criminology and security studies, Thank you all for all you've done for me and God bless you all abundantly. Amen!

Thirdly, I also appreciate MR Abayomi Ajibade who came all the way from kwara state to supervise me at my place of internship (Ganmo Divisional Headquarter Police Station, Ganmo Kwara state). I really appreciate your coming sir and it really means a lot to me and thank God for returning you back safely. I also appreciate you personally for your impact of knowledge and understanding towards me.

Lastly, my sincere gratitude goes to my course mates, y'all are amazing course mates that turn to be friends. I pray we all make it bigger and be proud of those amazing moments we shared as colleagues, Amen!!!

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INTRODUCTION

BACKGROUND OF THE STUDY

The Ganmo divisional head quarter police station is known as an arresting institution which is located at Ganmo kwara state. The institution was established in the year 1980. This jurisdiction is a special one to the area command police station which is located at Ganmo Ilorin Kwara State.

The establishment of the station is to provide adequate community policing to the people of Ganmo local government. Since the existence of the jurisdiction, several police officers has retired, transferred and promoted by the police service commission who are in charge to promote, dismiss and discipline officers in the police force. The name of the divisional police officer (DPO) is DSP Haliru Salamotu who is a native of Ilorin, Kwara state.

AIMS OF STUDENT INDUSTRIAL WORK EXPERIENCE SCHEME

- To gain experience and skills in the field as a criminologist
- To develop professional contacts.
- To gain real work experience and provide meaningful assistance to the agency.
- Setting aims for focus and commitment which may be important as siwes student

OBJECTIVES OF STUDENT INDUSTRIAL WORK EXPERIENCE SCHEME

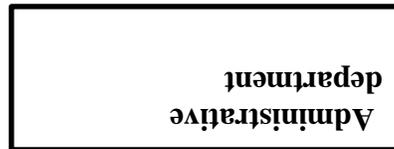
- To provide students with industrial skills and needed experience
- To create conditions and circumstances which can be as close as possible to the actual workflow
- To prepare specialists who will be ready for any working situation immediately after graduation
- To give students the ability to try and apply the given knowledge

LITERATURE REVIEW

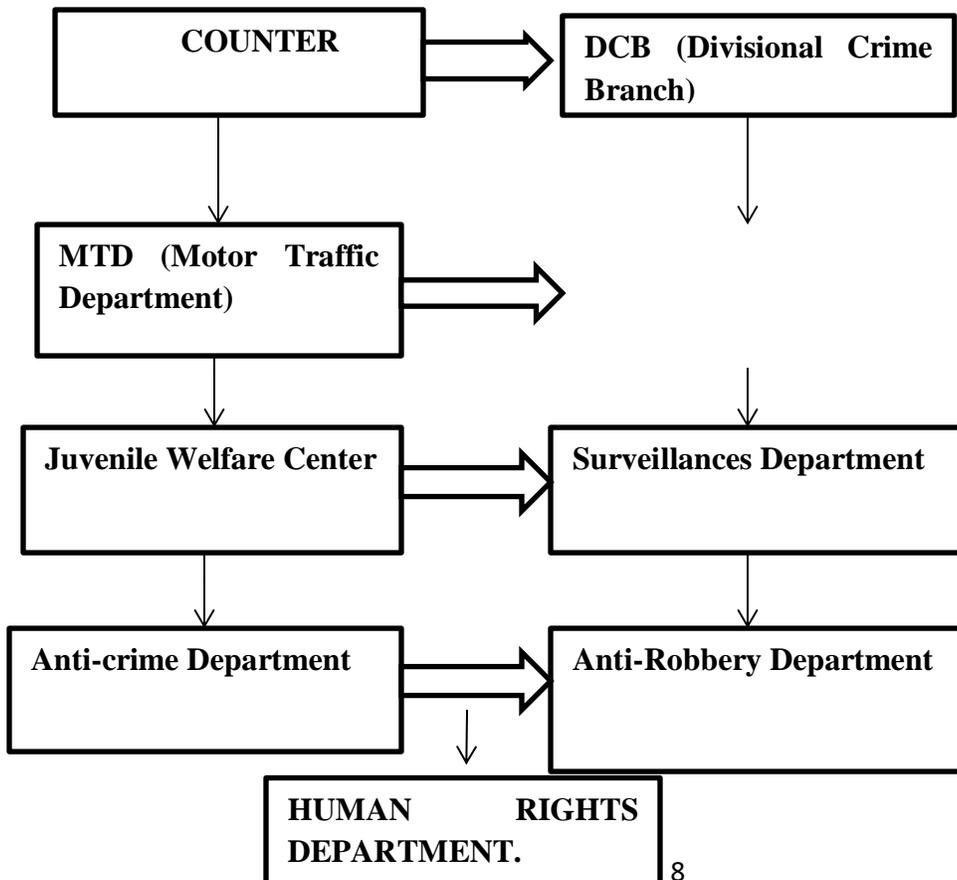
THEORETICAL FRAMEWORK

In Ganmo divisional head quarter police station, Ganmo, Kwara state, there is what we called Local Knowledge, in which a new person will be introduced to all the offices at the station. Here at Ganmo Divisional Head Quarter police station, there are 9 departments at the station. They are:

- Counter
- DCB (Divisional Crime Branch)
- MTD (Motor Traffic Department)
- The Administrative Department
- Juvenile Welfare Center
- Surveillances Department
- Anti-crime Department
- Anti-Robbery Department
- Human Rights Department.



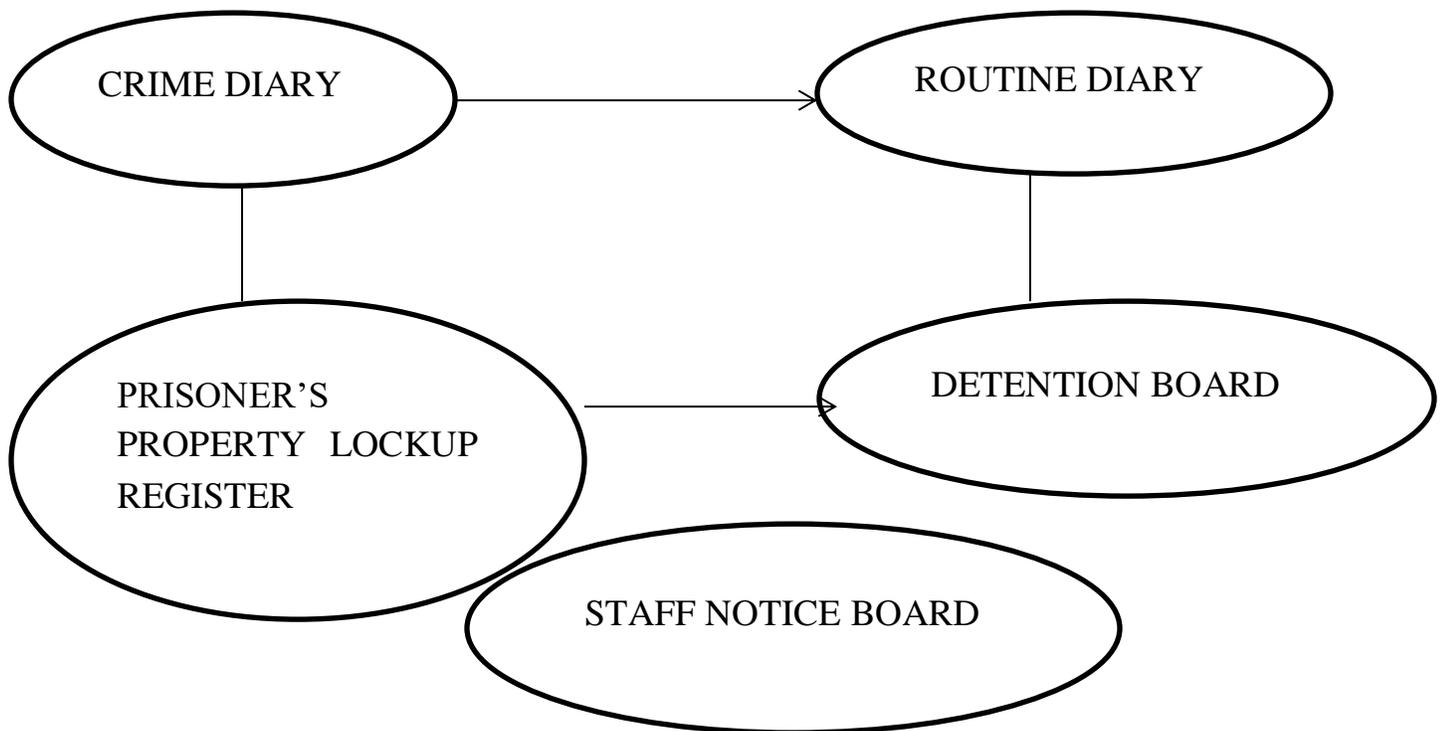
THESE DIAGRAMS ARE THE NINE SECTIONS AT GANMO DIVISIONAL HEADQUATER, GANMO, KWARA STATE:



At Ganmo Divisional Head quarter police station, some diary can be found at the counter. These diaries are;

- **Crime Diary:** The person who is in charge of this diary is known as CRO (charge room officer)
- **Routine Diary:** the person who is in charge of this is known as Writer 1
- **PPLR (Prisoner's property lockup Register):** The person who is in charge of this register is known Writer 2
- **Detention Board:** It comprises of the name of the suspect, sex, date, offence committed, IPO in charge and remark
- **Staff Notice Board:** This board is used to pass information to officers on duty

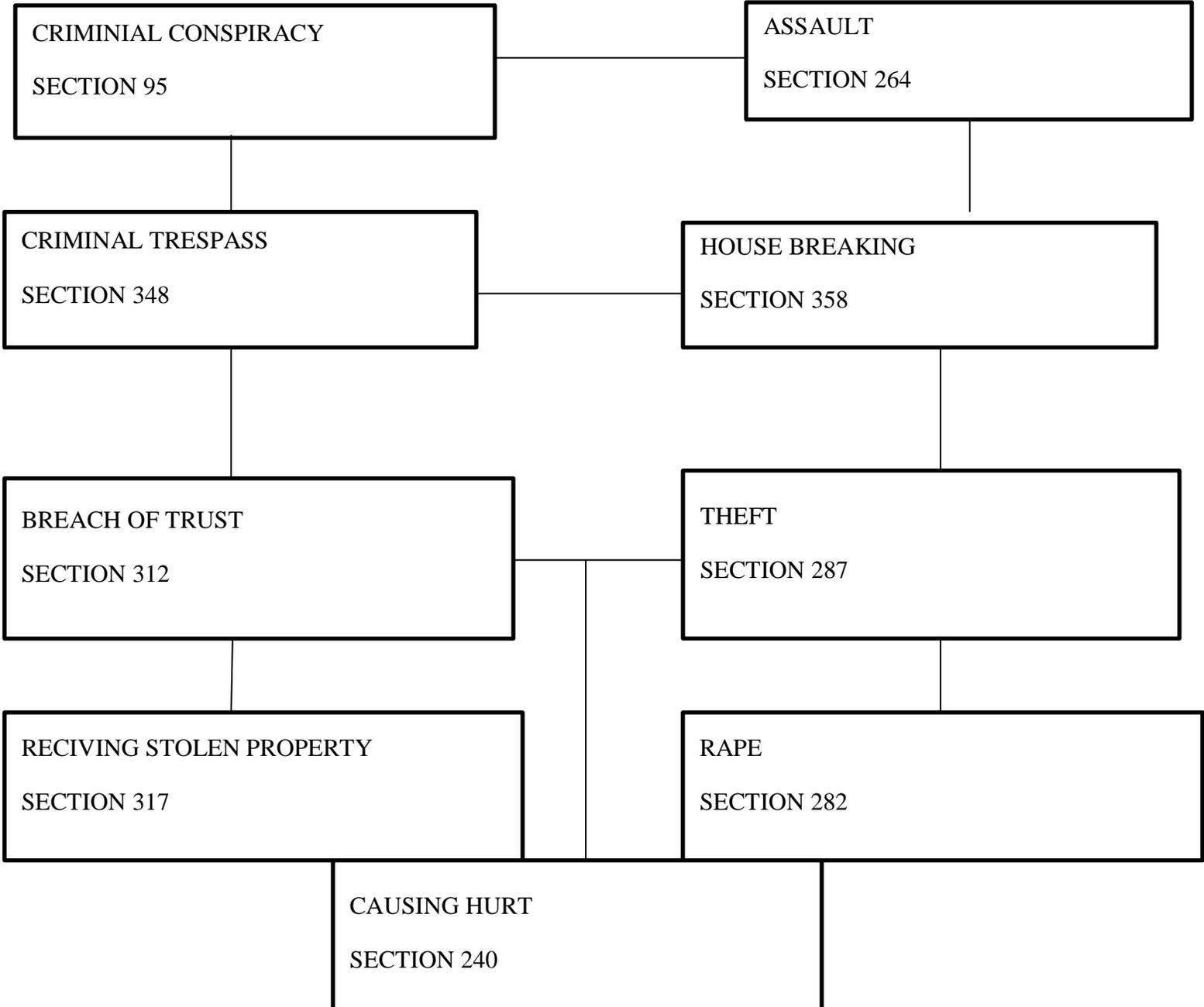
THESE DIAGRAMS BELOW INDICATE THE DOCUMENTS THAT CAN BE FOUND AT GANMO DIVISIONAL HEAD QUARTER GANMO KWARA STATE



Name and Rank of officers at Ganmo Divisional Head-Quarter police station

- DPO: Haliru Salamotu whose rank is DSP, Deputy Superintendent of Police
- DCO: Babatunde Olateju whose rank is ASP, Assistance Superintendent of Police
- DTO: Oniyaomebi Janet who rank is ASP, Assistance Superintendent of Police
- AO: Opadokun Folashayo whose rank is ASP, Assistance Superintendent of Police
- SO: Solomon Oni whose rank is ASP, Assistance Superintendent of Police

THESE DIAGRAMS INDICATE THE OFFENSE COMMITTED AND THE SECTION OF EACH PUNISHMENT ACCORDING TO THE PENAL CODE, KWARA STATE 1960.



NAME OF THE INSTITUTION

GANMO DIVISIONAL HEAD QUARTER, GANMO KWARA STATE

ADDRESS OF THE INSTITUTION

GANMO DIVISIONAL POLICE HEADQUARTERS GANMO ALONG AJASE IPO ROAD.

COMMENCEMENT DATE

29TH OF JULY, 2024

ACTIVITIES OF THE INSTITUTION

- To arrest
- To investigate
- To charge cases to court using case file
- To grant bail
- To invite witnesses to cases reported
- To settled disputes amicably

INSTRUCTIONS TO SIWES STUDENT AT GANMO DIVISIONAL HEADQUATERS, GANMO, KWARA STATE

Every attachment letter must be signed duly by the commissioner of police at Police Headquarters, Kwara state before the posting to any divisional/special jurisdiction for internship.

The student must be trained both theoretical and practical knowledge of the field

The student must have a special supervisor in any section he/she is being posted to.

The student must have access to compile case file, detention order, bail bond, and also investigate alongside with the help of the training supervisor.

The student must be in attendance for invitation of witnesses, or arrest of suspects depending on the case reported and assigned to the department.

The student must not dress in an indecent ways or putting on a transparent outfit to the station.

STUDENT'S OBSERVATION OF SAFETY RULES AND REGULATIONS AT GANMO DIVISIONAL HEADQUATER, GANMO, KWARA STATE

- The division is responsible to charge cases to court only on monday, tuesday and thursday.
- Every overnight cases or fresh cases must be arraign to court the next day using a case file prepared by the investigation police officer (ipo) in charge of the case
- Every wednesday, the dpo who is in charge of the division holds lecture by 8am-9am and all officers must be on uniform.
- No suspect on detention is detained without the order of the dpo
- All suspects are to be brought out for searching and returned back to the cell
- Any food brought to the suspect must be tasted by the person who brought the food before being given to the suspects
- No suspects is allowed to be detained with phones, money, belt, cloth, shoes or any object. Those items will be registered by the writer 2 in charge of the prisoner's property lockup register (pplr) at the counter.
- Everyday the list of all suspects is taken using the "cell state" and it will be signed by the dpo.

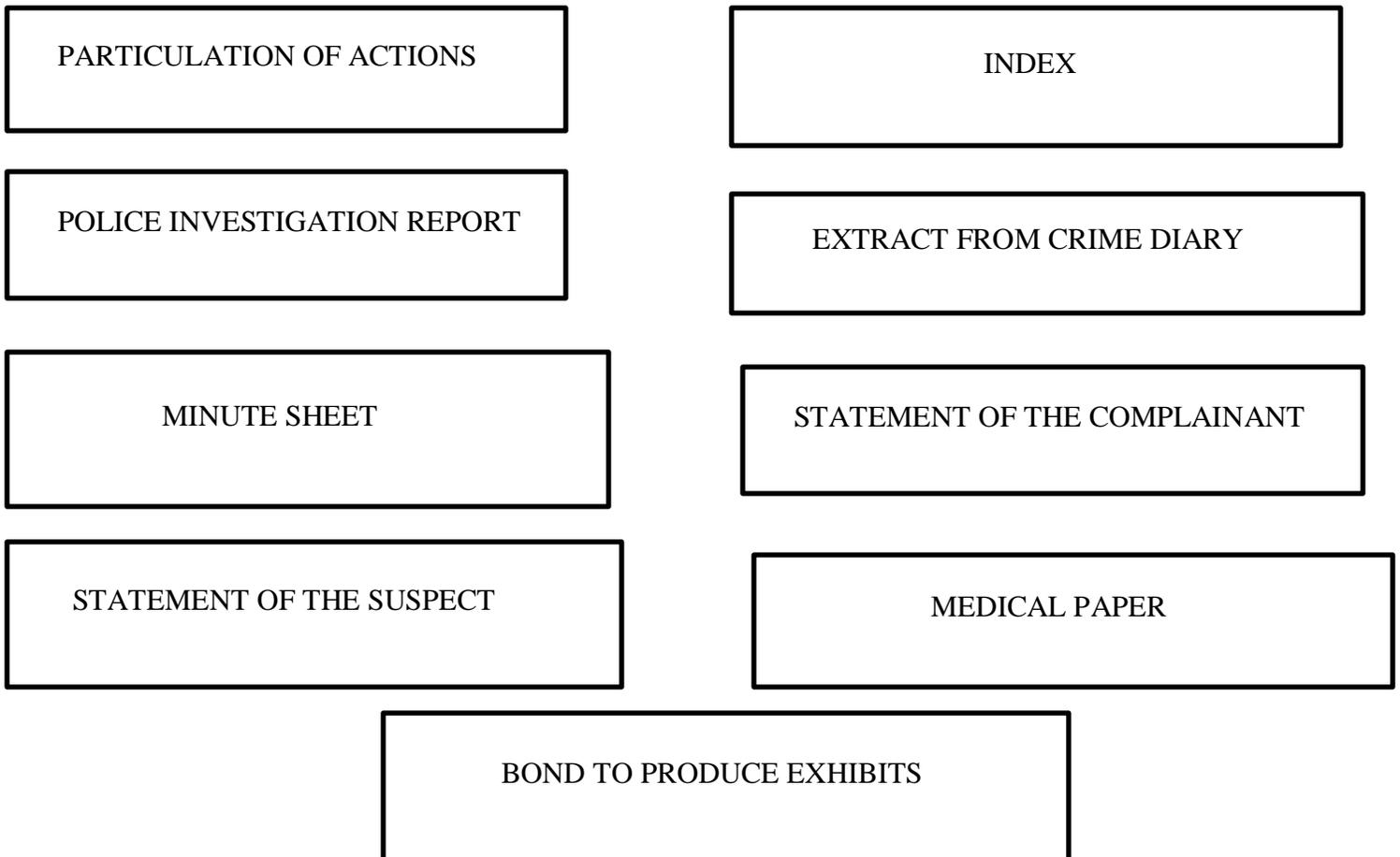
METHODOLOGY

PRACTICAL KNOWLEDGE OF THE INTERNSHIP

During my internship, i was trained on how to prepare a case file used to charged suspects to court. In the case file we have the;

1. Particulation of Actions
2. Index
3. Extract from Crime Diary
4. Police Investigation Report
5. Minute sheet
6. Statement of the complainant
7. Statement of the suspect
8. Medical Paper
9. Bond to Produce Exhibit

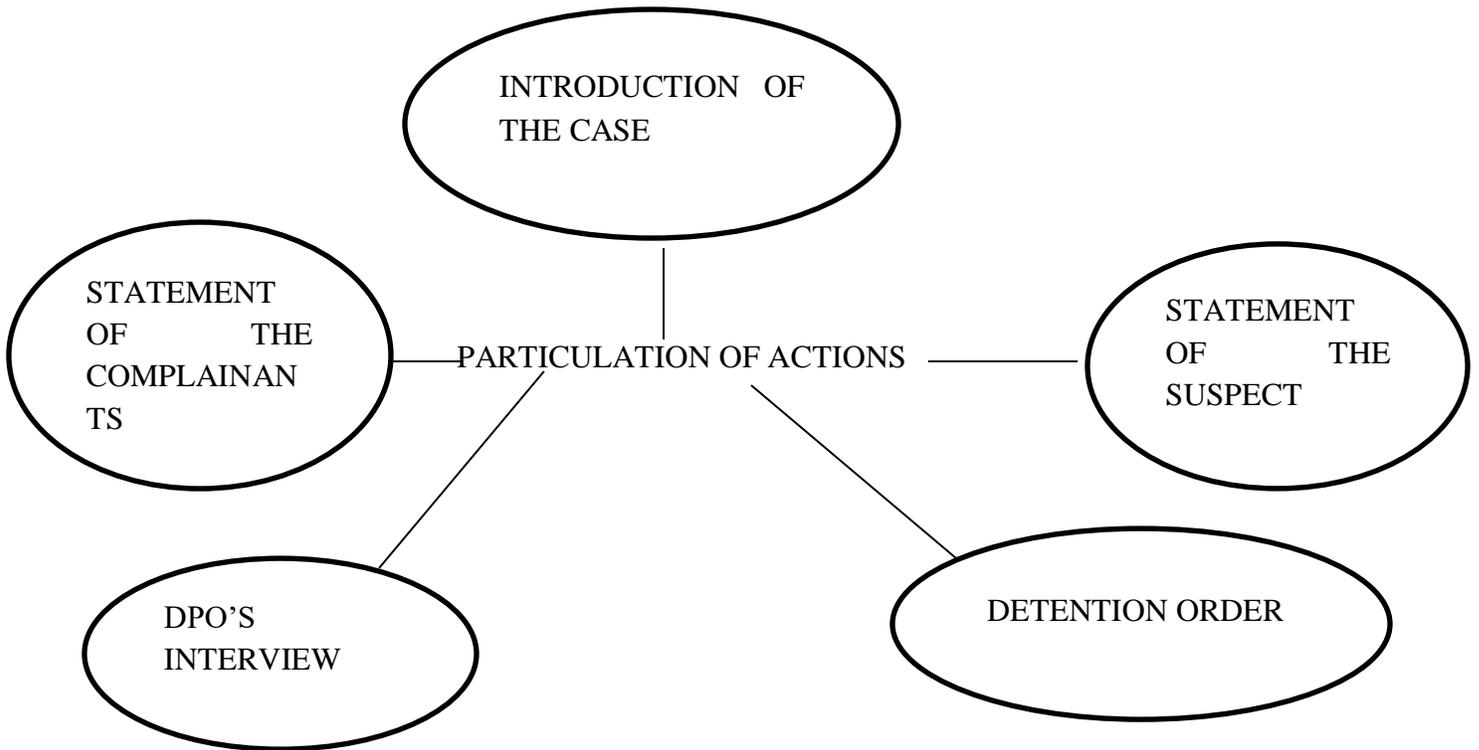
The diagrams below will be used to illustrate logically the steps of documents that are important and attached to case file.



In the Particulation of actions, we have the;

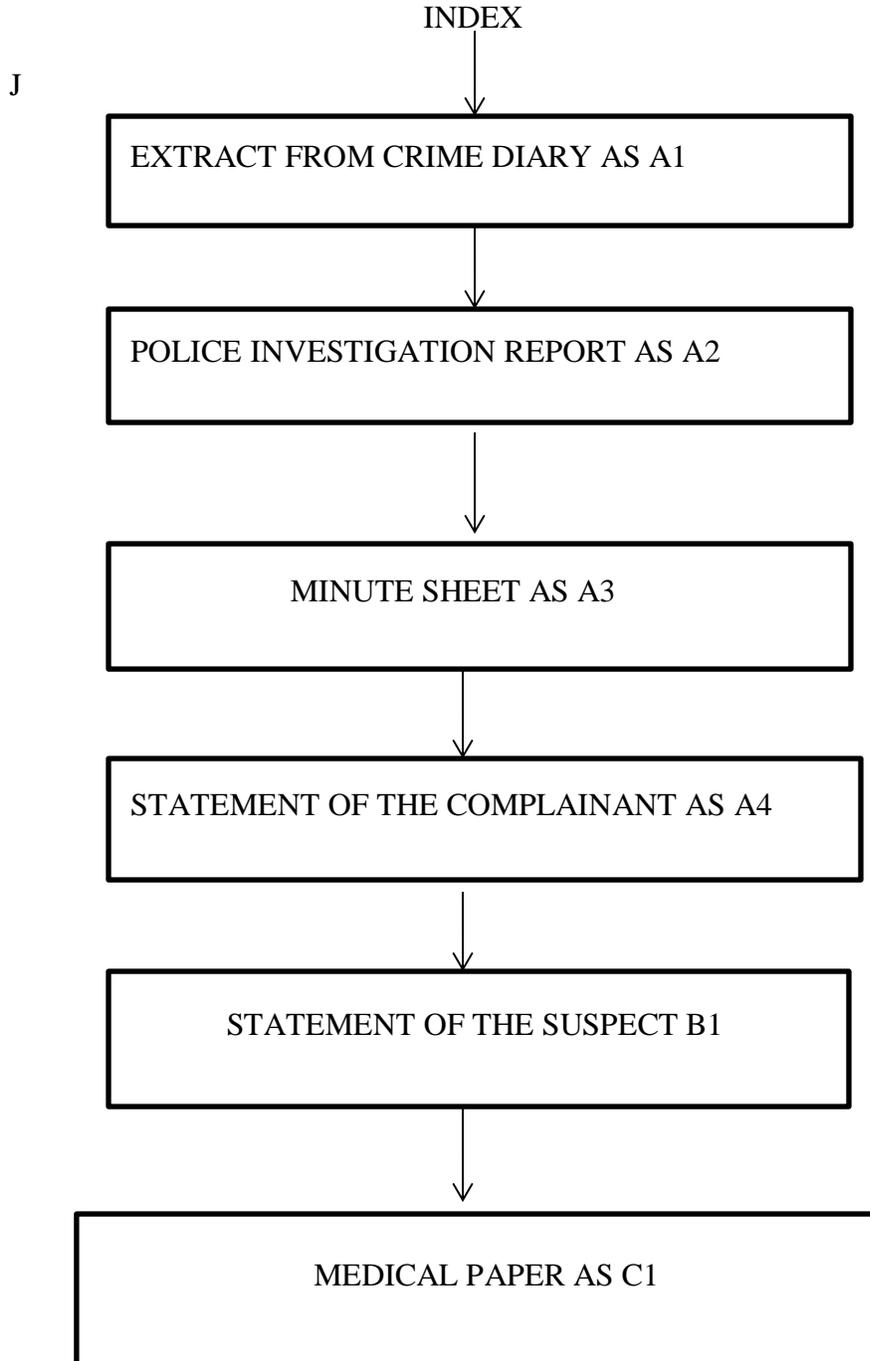
- Introduction of the case
- Statement of the Complainant
- Statement of the Suspect
- DPO'S Interview
- Detention order

The diagram below will help to understand the documents that are attached to be qualified as Particulation of actions.



The Index has to do with the list of document to be attached to the case file. For example

- Extract from crime diary will be written as A1
- Police Investigation Report will be written as A2
- Minute Sheet will be written as A3
- Statement of the Complainant will be written as A4
- Statement of the Suspect will be written as B1
- Medical paper will be written as C1



In the Extract from crime diary, we have the

- Date
- Serial number
- Time
- Cross reference
- Details of Entry

In the Extract from crime diary, we have the

- Date
- Serial number
- Time
- Cross reference
- Details of Entry

In the police investigation report, we have the;

- Introduction
- Investigation
- Facts
- Findings
- Opinion/ Suggestion

The Minute sheet is written to the IC of the department. The meaning of IC is Inspector crime whose name is Inspector Abdullah Idris of DCB ONE Department. It is written to the IC for him to be aware of the case about to be charged to court and it must be brief with points.

The Statement of the Complainant must be recorded freely using plain Statement sheet

The Statement of the Suspect must be recorded voluntarily under caution using caution sheet

The medical paper is given to the victims who sustain injury to be taken to the general hospital and it is attached to the case file. Note that the medical paper is given to victim who engaged in a domestic violence, assault occasioning harm, Child abuse, Rape, Defilement and Accidents.

CHAPTER FOUR

SUMMARY OF INDUSTRIAL EXPERIENCES ON THE SIWES LOG BOOK

My Internship training was done at Ganmo Divisional Headquarter, Ganmo, Ilorin, Kwara State. Before July 29th 2024, I went to police station headquarter which is located at GRA Ilorin, Kwara State for the approval letter from the Commissioner of police of the state whose name is CP Olaiya Victor Mobolaji. On the 29th of July 2024, i started my internship at Ganmo Police Station in which i was introduced to all the offices by Asp Olateju Adewale. After the introduction, i was assigned to DCB ONE, (divisional crime branch) department for my training and was referred to Inspector Abdullah Idris who is my supervisor during my internship. Here at Ganmo, Police Station all suspects are brought out every morning to be searched and returned back to the cell. During my internship training, I witnessed all cases of crime reported at the counter in which those cases were assigned to my department for further investigation. Such cases are breaking and entering, burglary and stealing, obtaining money under false Pretense, Affray Assault, Assault occasioning harm, serious assault, stealing, conduct likely etc. I was trained on how to charge suspects to court with the use of case file. Note that, suspects are charged to court on Monday, Tuesday and Thursday. On the 29th of July 2024,I witnessed a case of Criminal Breach Of Trust And Cheating-by one Afeez. The case was reported at the police station and assigned to DCB. On the 30th of July a case of Kidnapping was reported by one [Mrs Ajayi Eniola] the Complainant against one [Joy Oladokun] The victim. On the 31st of July 2024, A case of screening of an offender was reported to the DCB ONE Department. On the 1st of August 2024, Protest Day. On the 2nd of August 2024, A case of Criminal Trespass and Theft was reported to the DCB ONE Department. On the 5th of August 2024, A case of house Breaking and Theft was reported. On the 6th of August 2024, A case of Cheating was reported. On the 7th Of August 2024, A case of Theft and Receiving of Stolen Property was reported to the DCB ONE Department. On the 8th of August 2024, Abduction was reported to the DCB ONE Department. On the 9th of August 2024 A case of Criminal force, Assault and Wrongful Instruct was withdrawn by one Abioye Alaba, against one Taiye Olaleye in other for peace to rain in the community. On the 12th of August 2024, A case of Criminal Trespass and Theft was reported to the DCB ONE Department for proper investigation. On the 13th of August 2024, A case of Criminal Trespass and Theft was reported to the DCB ONE Department for proper investigation. On the 14th of August 2024, I and some officers went out to make Arrest of some Suspects who broke into someone else house and stole all their house electronics everything. On the 15th of August 2024, I recorded a case of Criminal Breach of Trust by one complainant using the voluntary sheet. On the 16th of August 2024, A case of Criminal Trespass and Theft was reported to the DCB ONE Department. On the 19th of August 2024, A case of Criminal Confederacy and Assault was reported to the DCB Department. On the 20th of August 2024, A case of Breach of Official Trust was reported to the DCB ONE Department. On the 21st of August 2024, I and two other officers charged four suspects to the High court on a case of Criminal Conspiracy, Criminal Trespass, Theft, Receiving of Stolen Property contrary to section

97,95,287,317 of penal code. On the 22nd of August 2024, A case of Criminal Conspiracy and Theft was reported to the DCB ONE Department. On the 23rd of August 2024, I concluded the list of suspects in the cell using cell state. On the 26th of August 2024, I was transferred from the DCB Department to the Surveillance Department where I investigated a case of Obtaining Money under force pretense and the case was charged to court. On the 27th of August 2024 The case we took to court on the 21st of August 2024 for reminder warrant was also taken to court today for further prosecution. On the 28th of August 2024, I was lectured on how to write report of a case which wants to be charged to court and it is called [FIR] which means First Information Report by one Sergeant Jamiu. On the 29TH of August 2024 I was lectured on how to prepare a case file by one Sergeant jamiu. On the 30th of August 2024, I filled a Bail Bond for one suspect on a case of Criminal Trespass and Theft. I was the one who filled the Bail Bond in order to be released. On the 2nd of September 2024, I and 1 other Officer went for an enquiry on a case of House Breaking, Criminal Conspiracy, Criminal Trespass. On the 3rd of September 2024 a case of Assault was arranged to court. On the 4th of September 2024, A case of Affray was settled at the Surveillance Department. On the 5th of September 2024, I and the DPO with some other officers, went round the community to survey communities like Amoyo, Ganmo, Olulade Area, Offa-Garage, Italamu Area. In other for peace to rain in the community and the society.we went with the Patrol Vehicle. On the 6th of September 2024, A case of Criminal Trespass and Theft was reported to the Surveillance 1 Department in other for proper investigation. On the 9th of September 2024, A case of Criminal Breach of Trust was reported to the Surveillance 1 Department for proper investigation. On the 10th of September 2024, A case of Criminal Conspiracy and Theft was reported to the Surveillance 1 Department for proper investigation. On the 11th of September 2024, A case of Assault was reported to the Surveillance 1 Department and was the one who collected the complainant statement which was recorded with a voluntary sheet. On the 12th of September 2024, I recorded a suspect statement using a cautionary sheet on a case of Assault and causing Hurt, In-sighting Disturbance. On the 13th of September 2024, I and 1 other officer went out on an enquiry on a case of Criminal Breach of Trust and Cheating. And I was the one who recorded the suspect statement, Using the cautionary sheet. On the 16th of September 2024, I investigated a case of sudden U-natural Death by one MR Abioye Fatu, against on Lateef Eniola. And the was later charged to court. On the 17th of September 2024, I was lectured on a topic between Man slaughter and sudden UN-natural Death. On the 18th of September 2024, I concluded the list of suspects using the cell state. On the 19th of September 2024, I investigated a case of Assault Occasioning Harm and the case was charged to court. On the 20th of September 2024, I and my supervisor went on and enquiry to make arrest on a case of Burglary and Stealing. On the 23rd of September 2024, I recorded a statement of a suspect using caution sheet which was recorded with a cautionary sheet. On the 24th of September 2024 I was supervised by my amicable internship supervisor whose name is Mr Abayomi Ajibade. During my supervision, I was asked a lot of of questions on how to prepare a case file, how to collect a suspect statement using the cautionary word, and also based on the local knowledge of the station. On the 25th of September 2024, I recorded a statement of both the suspect and

complainant using cautionary sheet, for obtained the suspect statement and using voluntary sheet for obtaining the complainant statement on a case of Assault. On the 26th of September 2024, I obtain a statement of a complainant using the voluntary sheet on a case of Assault and causing Grievous. On the 27th of September 2024, I and one other officer went on an enquiry on a case of House Breaking and Theft. And I also took pictures of the stolen items in the house and the sign of Breaking. On the 30th of September 2024, I recorded a statement of 2 suspects on a case of Criminal Conspiracy and Theft with which I used a cautionary sheet. On the 1st of October 2024, I recorded a statement of a complainant using the voluntary sheet on a case of Criminal Trespass and theft, by one Dada Adefola. On the 2nd of October 2024, I recorded a statement of a complainant using the voluntary sheet on a case of Criminal Conspiracy and Causing hurt by one Rukayat Onaolapo. On the 3rd of October 2024, I was taught and lectured on how to apply for Detention for Under-ages. I was by my IPO Sgt Yusuf Jamiu. On the 4th of October 2024, I recorded a statement of both the complainat and the suspect by using the cautionary sheet and the voluntary sheet. On a case of Criminal Conspiracy and Criminal Trespass and Theft.

CONCLUSION

As a siwes student, compiling of case file, granting of bail, investigating cases and arresting of suspects are my practical aspect of the internship in which i can put them in work after graduation. The theoretical aspect such as having knowledge about the activities of the agency is part of my achievement as a siwes student.