



Republic of the Philippines
OFFICE OF THE PRESIDENT
COMMISSION ON HIGHER EDUCATION

CHED MEMORANDUM ORDER (CMO)

No. 42
Series of 1998

Subject: Revised Policies and Standards for Criminology Education

In accordance with the pertinent provisions of Republic Act No. 7722 otherwise known as the "Higher Education Act of 1994" and for the purpose of rationalizing Criminology Education in the country with the end in view of keeping apace with the demands of global competitiveness, the following Policies and Standards for Criminology Education are hereby adopted and promulgated by the Commission:

TITLE I

AUTHORIZATION

Section 1. Higher Education Institutions (HEIs) shall operate the Criminology Education program upon issuance of the corresponding authority by the Commission on Higher Education.

TITLE II

VISION, MISSION AND OBJECTIVES

Sec. 2. Colleges offering Criminology are envisioned as significant educational institutions actively and continually involved in turning out graduates who will lead the nation in addressing the vital problems of crime control and meeting the demands for global competitiveness.

Sec. 3. The mission of the Criminology Education Program is to provide the community with professionally competent and morally upright graduates who can deliver efficient and effective services in the field of Criminology.

Sec. 4. In pursuance of the above-stated mission, integrated and sequential courses of study shall be planned utilizing didactic instruction, discussion, demonstration, laboratory practice, simulation, individual learning and on-the-job training with the objectives of:

- 4.1. Providing opportunity, instruction and guided experience by which the students learn the basic knowledge and acquire the skills essential to the practice of Criminology.
- 4.2 Providing the students with a broad cultural background and an understanding of constitutional guarantees and due process requirements of law, in so far as they affect the total administration of justice.
- 4.3. Fostering higher concepts of citizenry, accountability and leadership, and an understanding of one's moral and legal responsibility to his fellowmen, his community and his country.
- 4.4. Inspiring and instilling in the students the value of service to humanity.
- 4.5. Encouraging research and inquiry along the field of Criminology and Criminal Justice.

TITLE III

ADMINISTRATION

Sec. 5. Criminology schools shall be administered by a full-time Dean with the following qualifications:

- **Academic Preparation.** Must be a holder of Master's Degree in Criminology (M.S. Crim.) and a graduate of Bachelor of Science in Criminology (B.S. Crim). Provided, however, that incumbent deans' related educational qualification and experience shall be evaluated by the Commission on Higher Education for the purpose of determining their qualification to remain in their respective positions.
- **Professional License.** Must be a registered Criminologist.
- **Experience.** Must have had teaching experience of at least five (5) years, practitioner for five (5) years and three (3) years supervisory/administrative experience.

Sec. 6. The general functions and responsibilities of the Dean are the following:

- 6.1. Assists the school head in all matters affecting general academic and administrative policies of the institution

- 6.2. Prepares the curricular programs and keep these programs updated with current trends and developments in criminology education.
- 6.3. Maintains a continuing program of supervision and keeps the efficiency of instruction at the highest possible level.
- 6.4. Undertakes research studies in collaboration with faculty members, students and other agencies.
- 6.5. Prepares, recommends and coordinates teaching assignments and use of facilities and classrooms.
- 6.6. Encourages research and extension activities among faculty members and students.
- 6.7. Recommends the appointment, promotion or separation of faculty members in his college.
- 6.8. Promulgates and implements discussion criteria and policies governing the course.
- 6.9. Recommends the annual budget for his college.

TITLE IV

FACULTY

Sec. 7. Faculty members should meet the following qualifications:

- **Academic Preparation.** Must be a holder of Master's Degree in Criminology, Public Safety Administration, National Security Administration, Police Science, Police Administration, or Criminal Justice, with baccalaureate degree in Criminology, or any related field of specialization. Provided, however, that those without the basic undergraduate course will be given a period of four (4) years within which to comply with the requirements.
- **Professional License.** Must be a registered Criminologist for those teaching the professional subjects.
- **Experience.** Must have had teaching experience of at least one (1) year and a practitioner for three (3) years.

Sec. 8. At least 50% of the professional courses offered should be taught by full-time faculty members.

Sec. 9. In technical fields of study such as Questioned Documents, Forensic Ballistics, Police Photography and Dactyloscopy, faculty members should have at least two (2) years work experience.

Sec. 10. Every faculty member shall undertake research and other related developmental activities for purposes of professional growth.

TITLE V

CURRICULUM

Sec. 11. The curriculum for the four-year course leading to the degree of Bachelor of Science in Criminology (B.S. Criminology) shall have a minimum of 167 units. The breakdown of the curriculum requirement by subject areas is as follows:

Prototype Curriculum for the Bachelor of Science in Criminology Education

FIRST YEAR

First Semester

Engl. 1	Fundamentals of English	3
Fil. 1	Sining ng Komunikasyon	3
Math 1	College Algebra	3
Soc. Sc. 1	Philippine Government and Constitution	3
Soc. Sc. 2	General and Criminal Psychology	3
Criminal Sociology	Introduction to Criminology	3
Defensive Tactics	Judo/Karate/Arnis	2
M.S. 11		(1.5)

	Total	20

Second Semester

Engl. 2	English Composition	3
Fil. 2	Pagbasa at Pagsulat sa Iba't-ibang Disiplina	3
Math 2	Plane Trigonometry	3
Soc. Sc. 3	Society and Culture with Family Planning	3
LEA	Philippine Criminal Justice System	3
Computer 1	Computer Literacy	3
Defensive Tactics	Marksmanship and Combat Shooting	2
M.S. 12		(1.5)

	Total	20

SECOND YEAR

First Semester

History 1	Philippine History	3
Engl. 3	Speech, Argumentation and Debate	3
Lit. 1	Life and Works of Rizal	3
Nat. Sc. 1	General Chemistry	5
Humanities 2	Logic	3
LEA	Police Organization and Administration	3
Defensive Tactics	First Aid and Water Survival	2
LES 1		(1.5)
	Total	----- 22

Second Semester

Engl. 4	Technical Report Writing	3
Lit. 2	The Literature of the World	3
Soc. Sc. 3	Basic Economics with Taxation and Agrarian Reform	3
Nat. Sc. 2	Forensic Chemistry	5
LEA	Police Patrol Plans and Operations	3
Criminalistics	Personal Identification	4
Defensive Tactics	Driving Course	2
LES 2		(1.5)
	Total	----- 23

THIRD YEAR

First Semester

Law	Criminal Law (Book 1)	3
LEA	Police Personnel and Records Management	3
LEA	Fundamentals of Criminal Investigation	3
Criminalistics	Police Photography	4
Criminalistics	Forensic Ballistics	4
Correction	Institutional Corrections	3
	Total	----- 20

Second Semester

Criminal Sociology	Juvenile Delinquency and Crime Prevention	3
Law	Criminal Law (Book 2)	3
LEA	Traffic Management and Accident Investigation	3
LEA	Special Crime Investigation	3
Criminalistics	Questioned Documents	4
Correction	Non-Institutional Corrections	3
	Total	19

FOURTH YEAR**First Semester**

Criminalistics	Legal Medicine	3
Law	Criminal Procedure and Court Testimony	3
Criminal Sociology	Human Behavior and Crisis Management	3
LEA	Security and Safety Management	3
Criminalistics	Polygraphy (Lie Detection)	4
Ethics	Ethics and Values	3
Practicum 1	On-the-Job Training	3
	Total	22

Second Semester

Law	Criminal Evidence	3
LEA	Police Communication System	3
LEA	Police Intelligence	3
LEA	Drug Education and Vice Control	3
LEA	Research Methods and Statistics	3
Ethics	Police and Community Relations	3
Practicum 2	On-the-Job Training	3
	Total	21

SUMMARY OF SUGGESTED SUBJECTS FOR B.S. CRIMINOLOGY

I. General Education

A. Language and Literature	24
English 1 - Fundamentals of English	3
English 2 - English Composition	3
English 3 - Speech, Argumentation and Debate	3
English 4 - Technical Report Writing	3
Filipino 1 - Sining ng Komunikasyon	3
Filipino 2 - Pagbasa at Pagsulat sa Iba't-ibang Disiplina	3
Literature 1 - Life and Works of Rizal	3
Literature 2 - The Literature of the World	3
B. Mathematics	6
Math 1 - College Algebra	3
Math 2 - Plane Trigonometry	3
C. Natural Sciences	10
Natural Science 1 - General Chemistry	5
Natural Science 2 - Forensic Chemistry	5
D. Humanities and Social Sciences	15
Humanities 1 - Logic	3
Social Science 1 - Philippine Government and Constitution	3
Social Science 2 - General and Criminal Psychology	3
Social Science 3 - Society and Culture with Family Planning	3
Social Science 4 - Basic Economics with Taxation and Agrarian Reform	3
E. Computer	3
Computer 1 - Computer Literacy	3
F. Mandated Subject	3
History 1 - Philippine History	3
Sub-Total	61

II. Professional Subjects	Lec. Hrs.	Lab Hrs.	Units
A. Criminal Sociology			
Introduction to Criminology	3	0	3
Juvenile Delinquency and Crime Prevention	3	0	3
Human Behavior and Crisis Management	3	0	3
Sub-Total	9		9
B. Law Enforcement Administration (LEA)			
Philippine Criminal Justice System	3	0	3
Police Organization and Administration	3	0	3
Police Patrol Plans and Operations	3	0	3
Police Personnel and Records Management	3	0	3
Fundamentals of Criminal Investigation	3	0	3
Traffic Management and Accident Investigation	3	0	3
Special Crime Investigation and Investigative Accounting	3	0	3
Security and Safety Management	3	0	3
Police Communication System	3	0	3
Police Intelligence	3	0	3
Drug Education and Vice Control	3	0	3
Research Methods and Statistics	3	0	3
Sub-Total	36		36
C. Criminalistics			
Personal Identification	2	2	4
Police Photography	2	2	4
Forensic Ballistics	2	2	4
Questioned Documents	2	2	4
Legal Medicine	3	0	3
Polygraphy (Lie Detection)	2	2	4
Sub-Total	13	10	23
D. Criminal Law and Jurisprudence			
Criminal Law (Book 1)	3	0	3
Criminal Law (Book 2)	3	0	3
Criminal Procedure and Court Testimony	3	0	3
Criminal Evidence	3	0	3
Sub-Total	12		12

E. Correctional Administration

Institutional Corrections	3	0	3
Non-Institutional Corrections	3	0	3
Sub-Total	6		6

F. Ethics and Human Relations

Ethics and Values	3	0	3
Police and Community Relations	3	0	3
Sub-Total	6		6

G. Practicum

Practicum 1 - On-the-Job Training	3	0	3
Practicum 2 - On-the-Job training	3	0	3
Sub-Total	6		6

III. Defensive Tactics

Judo/Karate/Arnis	2	0	2
Marksmanship and Combat Shooting	2	0	2
First Aid and Water Survival	2	0	2
Driving Course	2	0	2
Sub-Total	8		8

IV. Military Science

MS 11	1.5	0	1.5
MS 12	1.5	0	1.5
LES 1	1.5	0	1.5
LES 2	1.5	0	1.5
Sub-Total	6		6

**SUMMARY OF GRADUATION REQUIREMENTS FOR THE DEGREE
OF BACHELOR OF SCIENCE IN CRIMINOLOGY (B.S. CRIM.)**

Subject Area	Total Number of Units
I. General Education	
A. Language and Literature	24
B. Mathematics	6
C. Natural Sciences	10
D. Humanities and Social Sciences	15
E. Computer Literacy	3
F. Mandated Subject	3

	Sub-Total 61
II. Professional Subjects	
A. Criminal Sociology	9
B. Law Enforcement Administration	36
C. Criminalistics	23
D. Criminal Law and Jurisprudence	12
E. Correctional Administration	6
F. Ethics and Human Relation	6
G. Practicum	6

	Sub-Total 98
III. Defensive Tactics	8
IV. Military Science	(6)

Grand Total	167

TITLE VI

RESEARCH AND PUBLICATIONS

Sec. 12. Publication of a scholarly research journal authored primarily by faculty members and students and published at least once a year shall be encouraged.

Sec. 13. Scholarly research on crime and crime prevention and related issues shall be encouraged to promote involvement of deans, faculty members and students in solving vital problems affecting the community.

TITLE VII

INSTRUCTIONAL STANDARDS

Sec. 14. The College shall at all times maintain high standards of instruction. A system of supervision shall be instituted and implemented for the purpose of evaluating teacher competence.

TITLE VIII

LIBRARY

Sec. 15. HEIs offering B.S. Criminology shall have at least one (1) full time librarian with a degree in B. S. Library Science. The Librarian(s) shall participate in faculty meetings and activities and serve as member of the educational program planning committee. The librarian(s) shall be encouraged to join recognized librarian society or association for professional development.

Sec. 16. The school shall adopt textbooks which are of recent edition, reflective of current trends in Criminology Education, up-to-date in methods of presentation and content, and preferably written by Filipino authors.

Sec. 17. The Dean of the College of Criminology shall see to it that instructors and students have the necessary textbooks and instructional materials. Arrangements shall be made to enable the students to acquire them.

- 17.1. For adequate directional guidance, the ratio of technical instructor to students should be one to forty (1:40).
- 17.2. Variety of teaching strategies appropriate to the instruction shall be utilized.
- 17.3. The faculty member who teaches the theory in the area of specialization shall supervise the students in field activity.

Sec. 18. Every HEI offering the Criminology Education program shall provide library resources to meet the professional needs and development of students and faculty members.

Sec. 19. There should be sufficient number of books of recent edition relevant to the course/program.

Sec. 20. Every College offering the Criminology Education Program should have adequate library resources relevant to the field of Criminology, which should progressively develop and grow in accordance with the development and expansion plans of the College.

Schools offering Criminology are encouraged to acquire state-of-the-art equipment and technology, such as computerized library facilities with complete audio-visual equipment (e.g. microfilms, tapes, etc.).

Sec. 21. In addition to reference books, the library resources shall include a substantial number of appropriate professional publications such as journals, magazines, bibliographies, monographs, periodicals, pamphlets, documents, and newspapers. Provision shall be made for the gradual acquisition of back issues of professional publications.

Sec. 22. HEIs shall encourage independent or joint research activities in Criminology Education, Police Administration, Criminal Justice System Administration, Security and Safety Management, Corrections and Jail Management, and other allied fields.

22.1. Students who are enrolled in the terminal curriculum year shall be required to complete a research paper or its equivalent as a partial requirement of the course.

TITLE IX

PHYSICAL FACILITIES

Sec. 23. HEIs offering the program shall provide laboratory facilities with the necessary furniture and technical equipment adequate to meet requirements for both general and professional education subjects.

Sec. 24. The HEIs of criminology education shall likewise have a gymnasium or facilities for defensive tactics, interrogation room with one-way mirror for criminal investigation, a dark room for police photography, a crime laboratory for questioned document and ballistics, an observation room and an appropriate target range with different types of firearms and ammunitions for firearms practice, provisions for use of a swimming pool for first-aid and water safety, life-saving equipment for fire drill, pumps and accessories for suppressing fire, permanent crime scene room and other instructional rooms.

TITLE X

FIELD PRACTICE

Sec. 25. There shall be a link-up of the school with accredited police or security training centers, DILG, NBI, NAPOLCOM, PNP, Crime Laboratory, Corrections and Rehabilitation Training Center, Fire Stations, Probation and Parole Administration, Banks, Bureau of Immigration and Deportation, or any public institution or private commercial establishment where the On-the-Job Training of the students will be conducted.

Sec. 26. The instructor or coordinator assigned to supervise the On-the-Job Training or Practicum shall maintain accurate record of activities in accordance with the B.S. Criminology Curriculum.

The HEI concerned shall ensure that the practicum is properly implemented in accordance with the B.S. Criminology Curriculum.

TITLE XI

ADMISSION, RESIDENCE AND OTHER REQUIREMENTS

Sec. 27. No applicant shall be allowed to enroll unless he has satisfied all the transfer and admission requirements of the HEI. Students who believe that they have been unduly deprived of their transfer credentials may seek the assistance of the Commission through its Higher Education Regional Offices (HEROs).

Sec. 28. As a general rule, the study load and sequence of subjects of students shall be as prescribed in the Policies and Standards. A student shall be allowed to carry a maximum load prescribed within the curriculum. The load of a student with failures in the preceding term shall be subject to the following rules:

- 28.1. A student who fails in one subject may be permitted to take the same in addition to the normal load. In case of any subsequent failures, the student shall be limited to the normal load, including those in which he has failed.
- 28.2. A student who fails in two or more subjects shall be strictly limited to the normal load including those subjects in which he has failed.
- 28.3. No student shall be permitted to take new subjects without, at the same time, taking the subjects in which he failed, nor should any student be permitted to take advanced work in any subject.

28.4. A graduating student may be permitted to take units in excess of the maximum load. However, he has to secure a written permit from CHED through the Higher Education Regional Office (HERO) concerned.

Sec. 29. If a student obtains a grade of incomplete (INC.) for non-compliance with some requirements of the course, he shall not be given any credit for the subject, unless he satisfactorily removes the incomplete grade within one year from the date it was obtained. The completion grade shall be recorded and submitted immediately on a supplementary form.

Sec. 30. No student shall be permitted to take any Criminology subject without having satisfactorily passed the required prerequisites for the same, except in special cases as decided upon by the appropriate HEI official delegated with such responsibility and authority. In order to graduate, the student has to take at least the last curricular year in that institution.

TITLE XII

REPEALING CLAUSE

Sec. 31. Any and all administrative issuances which are contrary to or inconsistent with any of the provisions herein are hereby deemed automatically repealed, rescinded and or modified accordingly.

TITLE XIII

MISCELLANEOUS

Sec. 32. These policies and standards shall take effect beginning school year 1998-1999.

Sec. 33. Non-compliance with these policies and standards shall be administratively dealt with.

Sec. 34. Compliance with these policies and standards by all concerned is enjoined.

Sec. 35. This order supersedes all previous rules and standards.

TITLE XIV

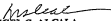
EXISTING PROGRAMS

Sec. 36. Existing programs (Recognition and Permit Status) should conform herein effective SY 1999-2000.

SO ORDERED

PASIG CITY, PHILIPPINES

July 24, 1998


ANGEL C. ALCALA
Chairman


MONA D. VALISNO
Commissioner


KATE C. BOTENGAN
Commissioner


ESTER A. GARCIA
Commissioner


ROBERTO N. PADUA
Commissioner

ANNEX 1 B.S. CRIMINOLOGY

DESCRIPTION OF COURSES

1. GENERAL EDUCATION

A. LANGUAGE AND LITERATURE

ENGLISH 1 - Fundamentals of English (3 units)

This subject is designed to develop language learning strategies, effective communication techniques, academic study skills, critical thinking and problem solving skills.

ENGLISH 2 - English Composition (3 units)

This subject provides training on goal setting, self-assessment and monitoring skills, time management strategies and communicative competence for general and academic purposes.

ENGLISH 3 - Speech, Argumentation and Debate (3 units)

The subject aims to develop student's knowledge and application of rhetoric, use of research techniques for report preparation and enhancement of oral communication skills.

ENGLISH 4 - Technical Report Writing (3 units)

This subject provides theoretical principles and a series of integrated activities to develop writing skills.

FILIPINO 1 - Sining ng Komunikasyon (3 yunit)

Ang kursong ito ay sumasaklaw sa komunikasyon pagsalita at pagsulat. Lilinangan ang apat na makrong kasanayan sa pakikinig, pagsasalita, pagbasa at pagsulat sa pamamagitan ng iba't-ibang teksto at konteksto.

FILIPINO 2 - Pagbasa at Pagsulat sa Ibat-ibang Disiplina (3 yunit)

Lilinangan ng kursong ito ang mga kasanayan sa pagbasa at pagsulat para sa pangangailangang akademiko ng mga mag-aaral. Sakop din ang paghahanda, pagpapayaman o paglilikom ng iba't-ibang terminolohiyang gamit sa isang partikular na larangan o disiplina.

LITERATURE 1 - Life and Works of Rizal (3 units)

Study of literary forms or genres as exemplified by selected literary texts from various regions of the Philippines written at different periods in Philippine literature. This course will also include an in depth study of the life and writings of Rizal.

LITERATURE 2 - The Literature of the World (3 units)

Continuation of the study of literary forms or genres, exemplified this time by selected literary texts from various countries, written at different periods in history.

B. MATHEMATICS

MATH 1 - College Algebra (3 units)

The subject covers set theory, the real number system, special products and factoring, algebraic fractions, exponents and radicals, linear and quadratic functions.

MATH 2 - Plane Trigonometry (3 units)

A study on the basic concept of functions and relations including inverse functions, graphs, circular and trigonometric function equations, and applications of functions. Analytic geometry particularly rectangular coordinates, area of a triangle, inclination and slope, standard equations of lines and conic sections.

C. NATURAL SCIENCES

NATURAL SCIENCE 1 - General Chemistry (5 units)

General and inorganic chemistry dealing with the basic concepts in elementary chemistry; principles of chemical reactions; common elements with particular attention to application in criminal investigations; descriptive chemistry of metals, chemistry of carbon and carbon compounds; and the principles and laboratory techniques used in the identification of metallic elements. Requires lecture, recitation and laboratory.

NATURAL SCIENCE 2 - Forensic Chemistry (5 units)

Deals with the application of chemistry in the identification and examination of physical evidence such as blood, semen and other body fluids, gunpowder and explosives, hair and textile fibers; chemical aspects of document examinations, problems of glass fragments and glass fractures, moulage, metallurgy and petrography as applied to crime investigation; study of nature, physiological action, chemical and physical properties, dosage, treatment and detection of poisons. Lecture, recitation and laboratory.

D. HUMANITIES AND SOCIAL SCIENCES

HUMANITIES 1 - Logic (3 units)

Formal and Informal types of reasoning, deduction and induction, fallacies, truth tables, rules of inference.

SOCIAL SCIENCE 1 - Philippine Government and Constitution (3 units)

A study of the political, social and cultural growth and development of Filipino society from its earliest beginning to the modern period.

SOCIAL SCIENCE 2 - General and Criminal Psychology (3 units)

Includes the study of general psychology to lay down the foundation for a focused study of the criminal mind, abnormal behavior and the proper handling of suspects, complainants and witnesses who exhibit abnormal/criminal behavior.

SOCIAL SCIENCE 3 - Society and Culture with Family Planning (3 units)

A study of the human society, its origin, problems of the race, mature culture and historical sketch of human evolution. It starts with the fundamental concepts of sociology and proceeds to the investigation of group behavior. Includes Philippine cultural values, social stratification and institutions, general survey on human evolution and their implication to Philippine life and culture.

SOCIAL SCIENCE 4 - Basic Economics with Taxation and Agrarian Reform (3 units)

An introduction to the rudiments of economic analysis, principles and policy to include the market system, national income accounts, the financial system, government finances, foreign trade, growth and development.

E. COMPUTER

COMPUTER 1 - Computer Literacy (3 units)

This subject serves as an introduction to computers as data processing tools. Topics include the capabilities and limitations of computers, classification of computers, computer system (hardware and software), introduction to structured programming (program logic formulation), the tools and techniques of computer science as applied to computer programming and basic DOS commands.

F. MANDATED SUBJECT

HISTORY 1 - Philippine History (3 units)

This subject deals with the Spanish colonization and its effects in the development of the Philippine insurrection which ended in the 1896 revolution, the imposition of American and Japanese rules, acquisition of Philippine independence up to the present historical development.

II. PROFESSIONAL SUBJECT

A. CRIMINAL SOCIOLOGY

Introduction to Criminology

(3 hours a week; 1 semester; 3 units)

An overview of the study of crimes, criminals, victims, crime repression and control, and introduction to the criminal justice system.

Juvenile Delinquency and Crime Prevention

(3 hours a week; 1 semester; 3 units)

Etiology of delinquent and criminal behavior and the factors that bring about juvenile delinquency; juvenile delinquency prevention and control; the role of government and private institutions in handling juvenile delinquents and juvenile delinquency prevention and control; applicable laws and the administration of the juvenile justice system.

Human Behavior and Crisis Management

(3 hours a week; 1 semester; 3 units)

The application of behavioral science in law enforcement; factors in behavioral change and implications to the study of the crime behavioral change and to the study of crime interrogation and investigation of witnesses, suspects and victims; modus operandi of criminals; analysis of various mental ailments and their relation to crime, criminal responsibility and its determinants; application of psychiatric and psychological techniques in negotiating for hostage/barricaded persons situation.

B. LAW ENFORCEMENT ADMINISTRATION (LEA)

Philippine Criminal Justice System

(3 hours a week; 1 semester; 3 units)

The study of the 5 pillars of justice in the Philippines - the Police, the Prosecution, the Courts, the Corrections and the Community. Their functional relationships as well as individual roles in the administration of the justice system in the solution of crimes.

Police Organization and Administration

(3 hours a week; 1 semester; 3 units)

Study of the principles underlying the organization and management of the police with particular focus on the Constitutional mandate and RA 6975 creating the PNP, together with previous laws and issuances relating thereto.

Police Patrol Plans and Operations

(3 hours a week; 1 semester; 3 units)

The organization set-up of a patrol force and its functions and responsibilities, to include types of patrol, patrol strategies and tactics, patrol supervision and functional relationships with other police functions.

Police Personnel and Record Management

(3 hours a week; 1 semester; 3 units)

Study of personnel management functions from recruitment to retirement of police personnel, application of pertinent Civil Service laws and regulations as well as NAPOLCOM policies, standards, rules and regulations, includes the management of police records and style in the preparation of police reports as well as crime reports.

Fundamentals of Criminal Investigation

(3 hours a week; 1 semester; 3 units)

The concept and principles of Criminal Investigation, modern techniques in crime detection and investigation, methods of surveillance, stake out and apprehension of wanted persons, and the study of the rights of the accused.

Traffic Management and Accident Investigation

(3 hours a week; 1 semester; 3 units)

Fundamental in traffic safety education, enforcement and engineering.

Special Crime Investigation and Investigative Accounting

(3 hours a week; 1 semester; 3 units)

A special study of modern techniques in the investigation of serious and specific crimes such as murder, homicide, rape, abortion, robbery, arson, kidnapping, blackmail, carjacking and criminal negligence. Includes the study of techniques for investigative accounting.

Security and Safety Management

(3 hours a week; 1 semester; 3 units)

The organizational set-up, administration and operation of security agencies, special police and investigation agencies pursuant to RA 5487 and such labor laws applicable to security agency personnel and industrial security and protection.

Police Communication System

(3 hours a week; semester; 3 units)

Study of various police communications and electronic systems such as telephone, radio, television, teletype and other electronic devices and information technology hardware and software commonly used by the policemen and military, and their application to the requirements of police administration and operation.

Police Intelligence

(3 hours a week; semester; 3 units)

A comparative study of military and police intelligence functions and operation, *modus operandi*, as well as the study of all phases of the intelligence cycle.

Drug Education and Vice Control

(3 hours a week; 1 semester; 3 units)

A study of RA 6425, as amended, drug situation, drug prevention programs/projects of the government as well as non-government institutions, and inspection and rehabilitation programs of drug users/dependents.

Research Methods and Statistics

(3 hours a week; 1 semester; 3 units)

Study of research methodologies applicable to the identification, analysis and interpretation of problems relating to police and crime, with the end view of formulating measures to resolve such problems.

C. CRIMINALISTICS

Personal Identification

(4 hours a week; 1 semester; 4 units (incl. lab. work))

The scientific study of fingerprints, its different kinds, types and patterns, lifting of latent fingerprints, impressions, its preservation and handling for evidence presentation in court.

Police Photography

(4 hours a week; 1 semester; 4 units (incl. lab. work))

Study of the different types of cameras and its principles, kinds of photography as applied in police work as well as techniques in the preparation of photographic evidence in court.

Forensic Ballistics

(4 hours a week; 1 semester; 4 units (incl. lab. work))

A study of the basic design, types and parts of firearms, the principles of firearms identification, collection, marking preservation and handling of evidence and its presentation in court, and the necessary laboratory work. This course will also include the study of firearms laws and related court decisions.

Questioned Documents

(4 hours a week; 1 semester; 4 units (incl. lab. work))

The study of the basic principles in Questioned Documents examinations, identification of handwriting, the relation between the system of writing to questioned documents, classes of questioned documents, standards for comparison, proof of genuineness, tools and instruments in questioned documents examination, and the preparation of documents for court presentation and moot court.

Legal Medicine

(3 hours a week; 1 semester; 3 units (incl. lab. work))

The application of medical science in crime investigation with emphasis on the medico-legal aspects of physical injuries, death and crimes, abortion, infanticides, paternity and filiation, impotency and sterility, and poisoning.

Polygraphy (Lie Detection)

(4 hours a week; 1 semester; 4 units (incl. lab. work))

The study of polygraph machine and its operation, test question formulation and construction, nature or kinds of test questions, issues incidental to the basic rules on admissibility of polygraph test results, interrogation techniques and tactics and other considerations.

D. CRIMINAL LAW AND JURISPRUDENCE

Criminal Law (Book 1)

(3 hours a week; 1 semester; 3 units)

Study of the general provisions regarding the date of enforcement and application of the provisions of the Revised Penal Code on offenses, persons liable and penalties. Special criminal statutes of the Philippines. Presidential Decrees and Letters of Instructions.

Criminal Law (Book 2)

(3 hours a week; 1 semester; 3 units)

Study of crimes and penalties, analysis of the elements of crimes and circumstances which affect criminal liability, persons criminally liable for felonies and crimes, and study of jurisprudence.

Criminal Procedure and Court Testimony

(3 hours a week; 1 semester; 3 units)

Study of the Rules of Court and Criminal Procedure covering the law of arrest, search and warrant, rules of preliminary investigation and the granting of bail to accused person, right of accused person during trial and manner of prosecution of criminal offenses, procedures in arraignment and trial, discharge of one or several defendants as state witnesses, rules governing arrest without warrant and the use of firearms in case of resistance to arrest, study of court decisions regarding arrest, search and seizure.

Criminal Evidence

(3 hours a week; 1 semester; 3 units)

Study of the fundamental principles of criminal evidence as embodied in the Rules of Court, distinction of the various kinds of evidences and their credibility and relevance, requirements of dying declaration as part of the "res gestae" effect of admission by co-conspirator, co-partner of third party, public documents as evidence and irremovability of public records, disputable presumptions and burden of proof in criminal cases.

E. CORRECTIONAL ADMINISTRATION

Institutional Corrections

(3 hours a week; 1 semester; 3 units)

Study of the organization, supervision and operation of correctional institutions such as the Bureau of Corrections and its penal institutions, provincial jails and the Bureau of Jail Management and Penology and its district, city and municipal jails. This course will also include a historical background of the penal system in the Philippines.

Non-Institutional Corrections

(3 hours a week; 1 semester; 3 units)

A study of the community based corrections such as probation, parole, release in recognizance, executive clemency pardon and reprieve.

F. ETHICS AND HUMAN RELATION

Ethics and Values

(3 hours a week; 1 semester; 3 units)

Review of the government initiatives in the transformation of the Filipino nation as mandated under Presidential Proclamation No. 62. Understanding the self as a necessary pre-condition to better relationship with other people shall be emphasized, with the acquisition of skills to facilitate the smooth transformation process as output of the subject.

Police and Community Relations

(3 hours a week; 1 semester; 3 units)

Study of the relationship of the police with the public, spanning the fields of public information, public relations and civic action, aimed at community development and mass communication, as well as community problem solving.

G. PRACTICUM

PRACTICUM 1 & 2 - On-the-Job Training

A course intended to develop an insight into the actual operation of a police station/department, or penal institution as supplement, and in conjunction with the academic program, through off-campus or on-the-job training program in selected police agencies/penal institutions.

III. DEFENSIVE TACTICS

Judo/Karate/Arnis

(2 hours a week; 1 semester; 2 units)

The study of the Art of Judo, Karate and Arnis as means of self-defense.

Marksmanship and Combat Shooting

(2 hours a week; 1 semester; 2 units (incl. practices))

Training in the safe handling of various types of firearms, basic principles of accurate shooting (grip, stance, sight alignment, breathing and squeezing), firing instructions and practice in the target range.

First Aid and Water Survival

(2 hours a week; 1 semester; 2 units (incl. practices))

The study of the basic principles of first aid in time of emergencies such as cases of drowning, burns, poisoning, heart attacks, fainting and convulsion.

Driving Course

(2 hours a week; 1 semester; 2 units)

The study of traffic rules and regulations, international traffic signs, principles of driving, defensive driving techniques, use of police sirens, blinkers and emergency lights, minor trouble shooting, security speed driving, escort driving, hot pursuit driving, care and maintenance of police and government vehicles and practice driving. The student has to secure a student permit or a non-professional driver's license for this course.

LIST OF RECOMMENDED BOOKS:

- Abadinsky, Howard. Probation and Parole: Theory and Practice. 5th ed. Englewood Cliffs, New Jersey: Prentice-Hall Career and Technology, c1994.
- Adams, Thomas F. Introduction to Criminal Justice System Administration. New Jersey: Prentice-Hall Inc., c1980.
- Adams, Thomas F. Police Field Operations. 3rd ed. Englewood Cliffs, New Jersey: Prentice Hall Career & Technology, c1994.
- Adler, Freda. Criminology. 2nd ed. New York: McGraw-Hill, c1995.
- Applegate, Rex. Kill or Get Killed: Riot Control, Technique, Manhandling and Close Combat, For Police and the Military. Boulder, Colorado: Paladin Press, c1981.
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- Arnold, William H. Juvenile Misconduct and Delinquency. Boston: Houghton Mifflin, c1983.
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- Barker, Thomas. Police Systems and Practices: An Introduction. Englewood Cliffs, New Jersey: Prentice-Hall, c1994.
- Bartollas, Clemens. Juvenile Delinquency. 3rd ed. New York: Macmillan Publishing Co., c1993.
- Bequia, August. White-Collar Crime: A 20th Century Crisis. Massachusetts: Lexington Books, c1978.
- Berelson, Bernard et. al. Human Behavior. New York: Harcourt Brace and World, Inc., c1967.
- Bernardo, Oscar B. New Criminal Procedure. Annotated 2nd ed. Manila: National Book Store, c1995.
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- Bintliff, Russell L. Training Manual for Law Enforcement Officers. Englewood Cliffs, New Jersey: Prentice-Hall, c1990.
- Bliss, Dennis C. Study Guide to Accompany Kerper's Introduction to the Criminal Justice System. 2nd ed. St. Paul: West Publishing Co., c1979.
- Blumenthal, Monica D. More About Justifying Violence: Methodological Studies of Attitudes & Behavior. Michigan: Survey Research Center, c1975.
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- Carlie, Steven K. Prisons Around the World: Studies in International Penology. Dubuque: Wm C. Brown, c1992.
- Cavadino, Michael. The Penal System: An Introduction. London: Sage Publications, c1992.
- CBSI Editorial Staff Land Transportation and Traffic Code and Civil Aeronautics Act. Manila: Central Book Supply, c1990.
- Chapman, Samuel. Police Patrol Readings. Springfield, Illinois, USA: Charles C. Thomas Publishers, c1970.
- Coffey, Allan. The Prevention of Crime and Delinquency. New Jersey: Prentice-Hall, Inc., c1975.
- Cohn, Alvin W. Police Community Relations: Images, Roles, Realities. Philadelphia: J.B. Lippincott Co., c1976.
- Cox, Steven M. Police Community Relations: Critical Issues. 2nd ed. Dubuque: Wm.C. Brown, c1991.
- Cunliffe, Frederick. Criminalistics and Scientific Investigation. Englewood Cliffs, New Jersey: Prentice-Hall, c1980.
- De Leon, S. O. Security Guard's Manual. Quezon City: JMC Press, c1979.
- De Leon, Sixto O. Police Intelligence Guide. Manila: National Book Store, c1978.
- Del Rosario, Domingo R., compiler. Forensic Ballistics (Firearms Investigation and Identification). 3rd ed. Manila: KSY Enterprises, c1996.
- Dostoyevsky, Fyodor. Crime and Punishment. New York: The Modern Library, c1950.

- Douglas, John E. et. al. Crime Classification Manual. New York: Lexington Books, c1992.
- Duffee, David, E. Corrections: Practice and Policy. New York: Random House, c1989.
- Echaves, Vicente B. Evidence in Philippine Jurisprudence. 1st ed. Quezon City: Central Lawbook, c1991.
- Edwards, George. The Police on Urban Frontier: A Guide to Community Understanding. New York: Institute of Human Relations Press, c1968.
- Fox, Vernon. Introduction to Corrections. 3rd ed. Englewood Cliffs, New Jersey: Prentice-Hall, c1985.
- Gayon, Georgino P., compiler. Police Photography. Cebu City: University of Cebu, c1992.
- Gilbert, James N. Criminal Investigation. 3rd ed. New York: Macmillan Publishing Co., c1993.
- Goddard, Kenneth. Crime Scene Investigation. Reston, Virginia: Reston Publishing Co., c1977.
- Goldstein, Herman. Problem Oriented Policing. New York: McGraw-Hill, c1990.
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