

RESTRICTED

**NEPALI MILITARY ACADEMY  
KHARIPATI, BHAKTAPUR**

**S.NO. 63 OFFICER CADET/ S.NO. 3 BACHELOR OFFICER  
CADET's COURSE**  
**JOINING INSTRUCTIONS**

RESTRICTED

**The Academy Honour Code**

*"In the service of the country and people, an officer cadet shall lead a life of honour and integrity. He/She shall not lie, cheat or steal nor tolerate those who do so."*

**OFFICER CADET COURSE**  
**JOINING INSTRUCTIONS**

1. **Appendices**

- (a) Appendix “P” General Location of the Academy
- (b) Appendix “Q” Access to the Academy from TIA
- (c) Appendix “A” Skeleton organization of the Academy
- (d) Appendix “B” Sartanama to be filled by NOC only
- (e) Appendix “C” Medical standards for international officer cadets
- (f) Appendix “D” Bio-data to be filled by officer cadets
- (g) Appendix “E” List of military clothing and equipment to be distributed by the Academy (To be collected from Army Ordnance Depot)
- (h) Appendix “F” List of personal items to be brought by O/Cdts
- (i) Appendix “G” List of items to be distributed by the Academy
- (j) Appendix “H” List of précis to be distributed by the Academy
- (k) Appendix “I” Dress Code Regulations
- (l) Annex “1” List of 14 items

**Preliminary Note**

2. The joining instruction is a set of regulations and procedures, which is compiled for both the National and International Officers Cadets (O/Cdts) attending the Officer Cadet Course at the Nepali Military Academy (NMA). In addition, it helps to serve as a guide to clarify various norms, procedures and routines to be adopted by the O/Cdts and it would also be in the interest of all concerned to examine these instructions prudently for clarity and convenience.

3. The training curriculum at the NMA is of thirty-six months (3 years) which is divided into four consecutive terms, each with duration of 36 weeks for each term respectively. In case of Bachelor Cadet Course the curriculum is of 12 (twelve) months. The course is designed to commission competent and professional junior leaders capable of fulfilling their duties professionally with utmost standard.

4. The course is designed to be demanding yet enjoyable. O/Cdts attending the course are highly expected to develop their professionalism, academic and physical standards. All guidelines (Do's & Don't) will be address at the first encounter to the Officer Cadets. O/Cdts are equally expected to be sound in the knowledge about the history of Nepal and the Nepali Army.

## **NMA AT A GLANCE**

### **Location and Access**

5. The NMA is situated at Kharipati, Bhaktapur District, one of the prominent districts in the vicinity of Kathmandu Valley on the westerly foothills of Nagarkot. It is approximately 18 km east of Kathmandu, the capital city of Nepal and situated on the outskirts of the historical city of Bhaktapur, a city rich in cultural and religious heritage. The Academy lies at an altitude of 1350 meters (4430 feet) above sea level. It is about half an hour drive from the Tribhuvan International Airport (TIA) of Kathmandu.

6. The entire training center occupies an area of forty-five acres of open land with clusters of buildings interspersed with ample greenery and peaceful environment. The general location of the Academy is sketched on a map in **Appendix 'P'** and access to the Academy from TIA is shown in **Appendix 'Q'**.

### **History of the Academy.**

7. The initial years witnessed the establishment of the Royal Nepalese Army School in the vicinity of Chhauni Barracks in Kathmandu in 1952 AD (2008 BS). Over the span of more than a decade, the Army School was reassigned to a number of locations; Suping of Makwanpur, Nagarkot and Kharipati of Bhaktapur to fulfill its responsibilities. Consequently, it was apparent that a separate institution with a distinct identity was to be established as a center of excellence for training the officer cadets. This paved the way for the founding of the Royal Nepalese Military Academy (RNMA), Kharipati on 29<sup>th</sup> Dec 1986 AD (14 Poush 2043 BS). On 3<sup>rd</sup> June 2006 (19 Asar 2063 BS) the RNMA was renamed as Military Academy, Kharipati then again renamed as the Nepali Military Academy on 15 June 2009 (31 Baisakh 2066 BS).

8. NMA began to train International Officer Cadets from different friendly countries such as Kenya, Zambia, Bangladesh, Srilanka, Maldives, Mongolia and Nigeria since 2012 in S.N. 52 Officer Cadet Course (OCC) and the Academy aspires to increase the number of IOCs from various parts of the world.

### **The Academy Motto**

9. *"Knowledge, Service, Leadership"*

### **The Academy Honour Code.**

10. *"In the service of the country and people, an officer cadet shall lead a life of honour and integrity. He/She shall not lie, cheat or steal nor tolerate those who do so."*

### **Mission**

11. The mission of the NMA is to commission proficient junior leaders, who are professionally capable of fulfilling their assigned responsibilities skillfully with vigor.

### **Vision**

12. To establish NMA as a premier training institution and centre of excellence at the national, regional and international level.

### **Organization of the Academy**

13. The Academy is headed by a Brigadier General who is the Commandant of the NMA. Colonel is the Chief Instructor who is responsible for coordination and conduct of the training. There are three major components of the Academy: the Officer Cadet Training Department, Academic Department and Research, Study & Training Branch, which constitute a direct impetus to course curriculum and the conduct of training. These are supported and serviced by essential administrative elements to promote the curriculum and objectives. With a view to instilling an organizational concept and its subsequent application at junior leadership, O/Cdts are organized into four companies: Nuwakot, Kerung, Makwanpur and Nalapani, whereby, they are further grouped into three platoons per company. The companies are named after the famous historic battles fought by Nepali soldiers in the establishment of modern Nepal. A separate Jeetgadhi Company is established for the Technical Officer Basic Course (TOBC), the officers from the Service Support Branch of Nepali Army. Majors and Captains are assigned as company commanders and platoon directing staff (DS) to facilitate and ensure effective training and correct modalities.

14. The skeleton organization of the Academy is as per **Appendix 'A'**.

## **ADMINISTRATIVE INSTRUCTIONS**

### **Nomenclature and Status**

15. O/Cdts attending the Commissioning Course from friendly foreign countries will be collectively termed as International Officer Cadets (IOC) and the Nepali Officer Cadets as National Officer Cadets (NOC). Everyone of the Commissioning Course is entitled to the status of Officer Cadet (O/Cdts). The female officer cadets will be termed as Women National O/Cdts (WNOC) or Women International O/Cdts (WIOC).

### **Documentation**

16. O/Cdts are asked to produce all relevant details to verify their identity and status. They should ensure that they are in possession of the following essential documents and to have them readily available on arrival:

- (a) **NOCs.**
  - (i) Blood group certificate.
  - (ii) *Shartanama* (To be filled out as Per **Appendix "B"** for NOC only).
  - (iii) All the original certificates & zeroxcopy of SLC & 10+2 level or equivalence.
  - (iv) Original Migration certificate is compulsory for 10+2 or equivalent if registration No./card is not that of TU.

RESTRICTED

6

(v) For Bachelor's Degree & undergoing registration card is compulsory. (Only TU registration card is valid and whoever fail to provide the No./Card will not be able to pursue Bachelor's degree).

(vi) Covid-19 Vaccination Card.

(b) **IOCs.**

(i) Passport including a valid visa for the full period of the Commissioning Course. (Official Passport is Recommended)

(ii) Medical Standards for International Officer Cadets (Namely, Blood Group & Vaccination Certificates). See **Appendix "C"**.

(iii) Driver's license (Optional).

(iv) Details of home country's bank account number, SWIFT code (Optional).

(v) Bio-data (To be filled out as per **Appendix "D"**).

(vii) Movement Order.

(viii) Six copies of recent passport sized color photos without cap.

(ix) **All Original Academic Certificates** compulsory for Bachelor's Degree (Mark sheet, Transcript & Character Certificate of Higher Secondary Level & Secondary Level, Migration & equivalence is required)

(x) IOC without **original migration certificate**/equivalence will not be allowed to pursue Bachelor's degree.

(xi) Covid-19 Vaccination Certificate valid for international travel .

**Issue of ID Card**

17. O/Cdts will be issued a temporary identity (ID) card that will be valid only throughout the duration of the course. The card must be returned to the authority on completion of the course. Loss or damage of the card shall be promptly reported.

**Allowances/Military Salary**

18. The Government of Nepal (GoN) will grant monthly allowances to NOC. Granting of allowances to IOC will be the responsibility of their respective countries or through their residential/nonresidential Embassies/Consulates based in Kathmandu/other countries. The financial arrangement to the IOC will be made available as per the 'Financial Terms and Conditions' approved by the GoN.

**Outing & Leave**

19. The under listed days shall be observed as holidays for O/Cdts. Officer Cadets must obtain an authorized leave certificate/out pass from the training sergeant major prior to proceeding on leave/outing.

(a) Public holidays (including Saturdays).

(b) Government officially declared holidays.

RESTRICTED

- (c) Term Recess. Special trips/excursions/ adventure tours will be arranged for IOC during term recesses that may last from seven to ten days at a stretch. The NOC will spend the tenure with their families.
- (d) No leave shall be granted to any O/Cdts during the initial eight weeks of training (Drill Square Test Phase). Any O/Cdt who fails to pass through the Drill Square Test (DST) conducted in the 8<sup>th</sup> week of training will not be granted leave until he/she passes.

### **Visits to High Commissions and Embassies**

20. Transport will be arranged by the Academy on a periodic basis for IOCs who wish to pay a visit to their High Commission or Embassies in Kathmandu.

### **Domestic Travel/Tours and Transport Arrangements**

21. O/Cdts are encouraged to seek any assistance from the Academy management staff for travel arrangements, ticketing and hotel reservations for planned tours during term recesses or any other information required. O/Cdts are not allowed to bring their private vehicles inside the Academy premises, except on special circumstances, as and when approved by the Commandant. IOC should contact the IOC desk for any assistance.

### **Banking Facilities**

22. All O/Cdts have the privilege to access a wide range of banking facilities at Bhaktapur. IOC may consult the IOC desk for banking facilities. A list of banking services available in Bhaktapur and Kathmandu will be furnished to IOC upon arrival.

### **Clothing and Equipment**

- 23. See **Appendices 'E', 'F', 'G' and 'H'** for description on the following:
  - (a) List of military clothing and equipment to be distributed by the Academy (Ordnance Depot).
  - (b) List of personal items to be brought by O/Cdts.
  - (c) List of items to be distributed by the Academy
  - (d) List of précis to be distributed by the Academy

### **Arrival, Check-In and Reporting Instructions**

24. NOCs will report to an officer DS assigned by the Academy on the premises of Tribhuwan Army Officers Club, Army HQ.

- (a) Date. Please coordinate with the NMA
- (b) Time. Please coordinate with the NMA
- (c) Dress. Smart Casual (Closed Neck)

25. IOCs will report to Academy on 05<sup>th</sup> March 2023 for the course. The Liaison Officer assigned by the Academy on the premises of Tribhuwan International Airport with the shuttle service.

- (a) Arrival Date. 05<sup>th</sup> March 2023.
- (b) Time. As per the flight ticket timing.
- (c) Adm. 06<sup>th</sup> March 2023
- (d) Documentation and medical. 07<sup>th</sup> March 2023
- (e) Area orientation. 08<sup>th</sup> March 2023.
- (f) Induction trg. 09<sup>th</sup> March 2023.
- (g) Commencement of trg jointly with NOC. 10<sup>th</sup> March 2023.
- (h) IOCs will be received at TIA by a liaison officer. IOCs are required to forward a copy of their travel itinerary to the Foreign Training Division, Directorate General of Military Training, Army HQs in Kathmandu through their concerned embassies at least fifteen days prior to their arrival. They are required to follow the check-in procedures as instructed and fill up the Bio-data form provided by the Academy.

### **Accommodation**

26. O/Cdts will be provided a room with cupboard, study table, chair, bed and essential electrical utilities. IOCs will be provided with single rooms. Individual will be responsible for their personal comfort items, towels and toiletries. Living with spouses or members of the family is not permitted. Pets are prohibited during the course. Details of the inventory available can be provided from the Quarter Master's Branch on arrival.

### **Food and Beverages**

27. O/Cdts will be provided three meals a day: breakfast, lunch and dinner. Tea is served in and around the accommodation premises in the mornings and afternoons.

<b>S N</b>	<b>Timings</b>	<b>Meals/Beverages</b>
1.	0530 and 1500 hrs	Tea
2.	0730-0900 hrs	Breakfast
3	1100-1200 hrs	Lunch
4.	1900 - 2000 hrs	Dinner

*NB: The timings may change as per the season/training requirements.*

### **Canteen Facilities**

28. The Academy has dry canteen, that O/Cdts are allowed to visit after game parade. Items can be purchased on credit with monthly payment. Canteen facilities are prohibited to officer cadets before completion of the DST phase.

### **Stationeries**

29. The Academy will provide minimum stationery items required for the course; however, additional stationery items will have to be arranged by individual O/Cdts, which will be available in the Academy Canteen.

### **Dining and Ante Room Facilities**

30. O/Cdts will have access to the dining facility and an Ante room with TV, DVD and other entertainment equipment. O/Cdts will be provided with a copy of the mess regulations required to be adhered on arrival of Academy.



### **Breakages and Damages**

31. O/Cdts will be accountable for any breakage or damage to the Academy property, the cost of which will be incurred in accordance with the current market price of the item impaired. O/Cdts are required to promptly report any damage/breakage to the concerned authority. The Academy Management Staff will ensure that every item issued on arrival are duly handed over in suitable condition by individuals prior to obtaining clearance for departure at the end of the training.

### **Barber Shop**

32. The Academy has a Barber Shop. Haircut standards are mentioned on the frame decorated on the walls of the shop for reference.

### **Cobbler/Tailor Shop and Laundry Services**

33. The cobbler, tailor and laundry services are available on individual payment basis.

### **Medical Services**

34. The Medical Infirmary (MI) is within the Academy premises. A medical team with a doctor and nursing assistants is available round the clock to cater for medical emergencies and render medical assistance as and when required. Birendra Army Hospital at Chhauni, Kathmandu will also be referred for further medical attention if required. Medical categories for O/Cdts are defined as under:

- (a) Medicine and Duty (M&D). Under medication but will continue full-fledged training.
- (b) Light Duty. Will attend classroom activities and be physically present in all parades.
- (c) Referred to MH. Subject to category assigned by the Military Hospital.
- (d) Line Sick. Rest, with the exception of military and academic classes.
- (e) Admitted to MI. Will be admitted in the MI room and unable to attend the Academy activities.
- (f) Admitted to MH. Will be admitted in the Military Hospital and unable to attend the Academy activities.
- (g) Emergency Patient. Will be treated at the medical room or the MH as necessary.

## **THE OVERALL TRAINING CURRICULUM**

35. The entire training cycle consists of a 36 months Military and Academic curriculum that successfully aims to culminate in the making of a professional soldier and an academic graduate. The range of training activities is grouped into four consecutive terms (four academic years) that successively build up to facilitate a systematic learning approach.

### **Aim of the Course**

36. To transform officer cadets into competent junior leader firmly grounded in military ethos and values with knowledge and skill to competently lead a platoon through the entire spectrum of conflict.

### **Duration of Training**

37. The duration of the Officer Cadet Course is of 36 months (154 Weeks). The duration of training is divided into four consecutive terms as under:

- (a) 1st Term - 9 Months (36 Weeks, including eight-week DST Phase)
- (b) 2<sup>nd</sup> Term - 9 Months (36 Weeks)
- (c) 3<sup>rd</sup> Term - 9 Months (36 Weeks)
- (d) 4<sup>th</sup> Term - 9 Months (36 Weeks and divided into two phases)

38. In case of Bachelor Cadet Course, the duration of training will be as mentioned in the vacancy announcement.

### **Training Curriculum**

39. The training curriculum primarily focuses on the following major aspects:

- (a) P.T. (Physical Training)
- (b) Drill
- (c) MR (Map Reading)
- (d) Leadership
- (e) Extra-Curricular Activities (Hiking, Rafting, Cycling, Boxing, Swimming, Sports, Horse Riding, Driving)
- (f) WT (Weapon Training)
- (g) FCBC (Field Craft/ Battle Craft)
- (h) Tactics
- (i) Outdoor Exercises
- (j) **Miscellaneous Subjects**. Medical Package, Basic Knowledge on various Arms and Services, Signal Package, Field Engineering Package, Intelligence & Security, Service Writing, Nepali Military Justice System, LOAC, Field Engineering, Method of Instruction, Group Research (GRP) and Individual Research Paper (IRP) on national/international burning issues, Basic Computer Skills, Basic English Language Package, Disaster Management, UN Package, Civil Military Relations, Lectures on various national and international issues by the Subject Matter Experts (SMEs).

(k) **Bachelor's Degree (BA) Programme**. In addition to becoming a trained professional Officer, an officer needs a blend of sound academic qualification. At the heart of NMA's academic curriculum is a four-year graduation course in Humanities and Social Sciences in affiliation with the Tribhuvan University (TU), Kathmandu. The Academic Department, headed by a Dean, includes civilian professors, all of them have years of teaching experience and impressive academic credentials. All O/Cdts undertake the program that will enable them to surmount the academic qualification beneficial for their professionalism. The subjects covered in the Bachelor's Degree programme are:

- (i) English
- (ii) Nepali ('Alternative English' for IOCs)
- (iii) Sociology/Political Science (Optional)
- (iv) Strategic Studies
- (v) Elective Paper

### **Methodology**

40. The medium of instruction at the Academy is English. The method of instructions is based on the following:

- (a) Precis/hand-outs/booklets.
- (b) Tutorial Discussion (TD) and Class Room Discussion (CD) in the form of lecture by SMEs.
- (c) Walk through, Talk Through Methods.
- (d) Map Exercises (Map Ex).
- (e) Sand/Cloth/Dirt Model Discussions (SMD).
- (f) Tactical Exercise without Troops (TEWT).
- (g) Case Studies.
- (h) Training Movies.
- (i) Demonstrations.
- (j) Briefings and Orders.
- (k) Unit visits and Educational Tours.
- (l) Firing Simulations and Live Firing
- (m) Local and Outdoor Exercises.
- (n) Commandant's Integrated Tests.
- (o) Battle Drills
- (p) Staff Ride
- (q) Panel Discussion
- (r) Commanders' Symposium

### **Evaluation System**

41. Both NOC and IOC will be graded as per the Academy's evaluation system during each term which will be totalled at the end of the course that makes the final grading. The followings are the guidelines under which the performance evaluation of O/Cdts on military and academic subjects will be based upon:

- (a) Theoretical Aspects (Written/Quiz Tests)
- (b) Practical Aspects (Local, Outdoor Exercises and other relevant subjects such as MR, FCBC, WT, Drill etc.)
- (c) Appointment/ Assignments
- (d) Instructor's Observations
- (e) Physical Fitness
- (f) Sports and Extra-Curricular Activities (ECA)
- (g) Presentations (IRP, GRP, Country Presentation etc.)
- (h) Firing etc.

### **Grading System**

42. O/Cdts will be graded as per their performance in the respective terms.

### **Daily Routine**

43. The daily routine for regular training days will be as follows:

<b>S N</b>	<b>Description</b>	<b>Time (Hrs) Summer</b>	<b>Time (Hrs) Winter</b>	<b>Remarks</b>
1.	Muster fall in	0430	0500	
2.	PT Parade	0600-0730	0630 - 0800	
3.	Breakfast	0730-0815	0800-0845	
4.	First period	0815 - 0915	0845-0940	
5.	Second period	0915-1015	0940-1035	
6.	Third period	1015-1115	1035-1120	
7.	Lunch	1115-1215	1120-1215	
8.	Fourth period	1215-1315	1215-1315	

9.	Fifth period	1315-1415	1315-1415	
10.	Sixth period	1415-1515	1415-1515	
11.	Tea Break	1515-1600	1515-1600	
12.	Game Parade	1600 - 1700	1600-1700	Games
13.	Administration	1700 - 1845	1700-1800	
14.	Roll call	1845- 1900	1800-1815	
15.	Dinner	1900 - 2000	1815-1900	
16.	Self-study and own time	2000 - 2200	1900-2200	
17.	Lights down	2300	2300	

**Note:** Timings may be adjusted in accordance with the training priorities and seasons throughout the year. In summer 1xPeriod=50 minutes and in winter 1 x Period=45 minutes

### **Dress Code**

44. See **Appendix ‘I’** for regulations on dress codes.

### **Games, Extra-Curricular Activities and Adventure Sports**

45. The training faculty organizes an extensive range of extra-curricular activities, games and adventure sports throughout the training cycle.

(a) Games and Sports Facilities:

- (i) Football
- (ii) Basketball
- (iii) Volleyball
- (iv) Cricket
- (v) Lawn Tennis
- (vi) Multi-Gym
- (vii) Table Tennis
- (viii) Swimming
- (ix) Badminton

(b) **Extra-Curricular and Adventure Training.**

- (i) Cycling

- (ii) White Water River Rafting
- (iii) Wall Climbing
- (iv) Rappelling
- (v) Omega & Confidence Obstacle
- (vi) Bungee Jumping
- (vii) Canoeing
- (viii) Hiking/Trekking
- (ix) Horse Riding
- (x) Boating
- (xi) Para Gliding and Zip Flyer
- (xii) Driving & Maintenance
- (xiii) Staff Ride

## **WEATHER & CLIMATE INFORMATION**

46. **Climate.** The climate in Nepal varies with its topography and altitude. The Academy is located at Kharipati, Bhaktapur in the mid-lands of Nepal at an altitude of 1350 meters (4430 feet) above sea level. The climate in Kharipati is pleasant almost all the year round, although winter days and nights are pretty cool.

47. **Seasons.** Nepal has four climatic seasons:

- (a) Spring (between March – May)
- (b) Summer (between June – August)
- (c) Autumn (between September – November)
- (d) Winter (between December – February)

48. **Temperature & Rainfall.** Nepal is the country of extremes. The low-land plains of the Terai can have tropical temperatures and also the mosquitoes. The temperature of Bhaktapur goes below 1 Degree Celsius (34 Degree Fahrenheit) in winter and rises to an average of 25 Degree Celsius (77 Degree Fahrenheit) in summer. The average temperature during the four seasons is as under:

- (a) Spring season ranges between 16-23 °C (61-73 °F).
- (b) Summer season ranges between 23-25 °C (73-77 °F).
- (c) Autumn season ranges between 15-24 °C (59-75 °F).
- (d) Winter season ranges between 9-12 °C (48-54 °F).

49. It rains to an average between 200-375 millimeters in Bhaktapur during the monsoon (June to August). There is occasional rainfall during the other seasons too. In an average, 1300 millimeters of rain fall in Bhaktapur every year.

50. The O/Cdts are advised to be prepared for the seasonal clothing throughout the training duration.

**SPECIAL INSTRUCTIONS/CRITERIA**

51. O/Cdts will comply and observe the following instructions/criteria:

(a) **Out of Bounds.** The following areas shall be out of bounds for O/Cdts with the exception of occasions that demand their presence:

- (i) Commandant's Bungalow
- (ii) Officers' Mess
- (iii) JCO's Mess
- (iv) OR's Mess and Accommodation
- (v) GTO Obstacle Area
- (vi) Quarter Guard
- (vii) Office Premises
- (viii) O/Cdt's Kitchen Area (except for Mess Secretaries)
- (ix) Academy Signal Centre
- (x) Swimming Pool
- (xi) Canteen and Phone Booth until the completion of DST
- (xii) Visits by O/Cdts to the accommodations of O/Cdts of the opposite sex.

(b) **Penalties.** O/Cdts who violate the rules and regulations of the Academy are subject to one or more of the following penalties:

- (i) Show Parades
- (ii) Extra Parades
- (iii) Extra Drill
- (iv) Gated
- (v) Restriction of Privileges (ROPs)

(c) **Relegation and Expulsion.** O/Cdts shall be subjected to relegation under the following conditions:

- (i) **Sub-Standard Grades/Performance.** Failure to comply with the minimum physical/military/academic standards set down by the Academy in each term.
- (ii) **Medical Grounds.** Continued absence on parade due to illness for more than 21 days in any single term or has missed a total of 60 days of training during the whole course. Medically unfit cases are subject to expulsion.
- (iii) **Absent Without Leave (AWL).** Any O/Cdt absent without leave for up to 30 days shall be subjected to relegation. AWL beyond 15 days will result in the expulsion of the offender from the Commissioning Course.
- (iv) **Disciplinary Grounds.** O/Cadets may be subject to penalties and warnings for disobedience or violation of rules. If an O/Cdt repeatedly commits the same blunder without any promising signs of improvement and correct attitude, he/she can be subject to relegation.

**DO'S**

52. O/Cdts shall always be obliged to abide the following points. O/Cdts should:
- (a) Always present himself as an active O/Cdt.
  - (b) Be laborious and committed.
  - (c) Keep oneself physically and mentally fit all the times.
  - (d) Seek responsibility and be enthusiastic and active.
  - (e) Remain enthusiastic and attentive in the class.
  - (f) Be aware of security matters.
  - (g) Follow the chain of command to admit your problems and suggestions. In case of emergency for outing, O/Cdts has to submit a detail personal application one week prior to the training office.
  - (h) Be co-operative with the colleagues.
  - (i) Give necessary and full effort to complete the task given.
  - (j) Have positive attitude.
  - (k) Completely follow the rules & regulations of the Academy.
  - (l) Follow the laid down mess rules.
  - (m) Be well dressed and always keep yourself energetic.
  - (n) Pay due respect to professors, officers, JCOs and NCOs instructors always and everywhere. E.g. Good Morning/Good Afternoon/Good Evening Sir, Ram Ram Saab, Ram Ram Ustaj.
  - (o) Maintain O/Cdts like qualities and behaviour in every sphere. Keep good relation with all the appointment holders.
  - (p) Be habitual in on going events and parade through the notice boards and be prepared for the parades/classes.
  - (q) Make a habit of taking care of all the training aids e.g. lecture room, boards, weapons, etc. used during the training.

**DONT'S**

53. All the O/Cdts shall never commit the following acts. They should not:
- (a) Visit the DS except in parade times during the training.
  - (b) Mix-up with instructors and behave lightly.
  - (c) Miss the physical training and games parades without genuine reasons.
  - (d) Show garrulous and unwilling behaviour.
  - (e) Show bad manners in any activities.
  - (f) Misuse/mishandle training aids unnecessarily.
  - (g) Present yourself impolite and undisciplined way while performing any activities.
  - (h) Show impolite and officer cadet unlike behaviours in the mess.
  - (i) Misbehave with mess staffs and waiters.
  - (j) Misuse club facilities.



### **PROHIBITED ARTICLES/RESTRICTED ACTIVITIES**

54. The following activities/acts/articles are strictly prohibited/ restricted:
- (a) O/Cdts shall not keep any valuable items.
  - (b) Smoking, drinking, chewing tobacco and use of contrabands items.
  - (c) Strolling around in the drill square ground except during drill parade hours.
  - (d) O/Cdts will not be allowed to keep firearms or any other kinds of weapons in his/her possession during the training period without special permission.
  - (e) Use of heaters or any electrical heating appliances (unless authorized).
  - (f) Use of medicine/drugs without the prescription of a registered medical practitioner.
  - (g) Firearms and edged sharpened weapons (Swiss-blade knives, knives with blades longer than six inches).
  - (h) Alcoholic beverages.
  - (i) Illegal substances.
  - (j) Materials with sexual connotation (magazines, photos, DVD, etc.).
  - (k) Cellular phones, computers, laptops in dormitories (unless authorized).
  - (l) Any other electronic equipment for entertainment (iPad, Tablet, DVD player, etc.) except those provided by the Academy.
  - (m) Personal vehicles inside Academy premises.
  - (n) Following activities are restricted to maintain proper posture of the O/Cdts:
    - (i) Putting hands on the waist.
    - (ii) Putting hands into the pockets.
    - (iii) Standing on one leg.
    - (iv) Leaning (while sitting, standing).

### **MISCELLANEOUS ASPECTS**

55. It includes followings.
- (a) **Orientation and Familiarization Phase.** This will be prior to the commencement of course depending upon the arrival of IOC in the Academy. IOC will be briefed and familiarized on the following fundamental aspects:
    - (i) Basics of soldiering.
    - (ii) Officer Cadet Course overview and methodology.
    - (iii) Nepali language, culture, history, basic courtesy and gestures.
    - (iv) Geography, weather and climate of Nepal.
    - (v) History of Nepali Army.
    - (vi) Joining instructions and syllabus overview.
    - (vii) Familiarization weekend visits/tours to historical/religious sites, tourist destinations, etc.
    - (viii) Familiarization with the details on Academy premises.
  - (b) **Use of Phones.** Officer Cadets may use the facilities of NMA after the completion of DST phase. In Fourth Term of the Training, they may be allowed to use the cell phones.

RESTRICTED

18

- (c) **Contact Instructions.** O/Cdts may contact the NMA exchange to talk with the duty officer; however, direct calls to DS and, or other relevant authorities may be made during emergencies.
- (d) **Library.** The Academy has a library that O/Cdts can avail during allocated hours.
- (e) **English Language Lab.** O/Cdts may avail the computerized language learning utility only during allocated hours under the supervision of the instructor.
- (f) **Signal Lab.** The simulative training facility is used to enhance and apply the correct radio-telephony procedures by O/Cdts in a given particular scenario.
- (g) **Mess Nights and Social Activities.** Mess nights and social activities are organized occasionally with the purpose to facilitate and promote social interaction, as well as to mutually share our blend of diverse cultures. In addition, it also aims to familiarize and teach O/Cdts with the correct norms and procedures of military mess etiquettes. O/Cdts will be amply briefed on military mess etiquettes and social norms prior to the conduct of such events.
- (h) **Commissioning Parade.** This is a major event/ceremony that marks the end of the Commissioning Course in the form of a grand parade followed by lunch in which, O/Cdts are encouraged to invite an allocated number of guests for the event.
- (i) **International Officer Cadet (IOC).** For IOC cadet, a sponsor O/Cdts and sponsor DS will be nominated who will be responsible to assist IOC's whenever they seek assistance. They will be responsible to ensure that pertinent issues of concern are appropriately addressed and resolved in time.
- (j) **Sponsor DS and Officer Cadet.** IOC will have at least one sponsor DS and another sponsor NOC who will assist them in resolving personal, administrative and training issues. In addition, IOC may also find them useful in acquainting them with Nepali values, culture and traditions.
- (k) **Security of Instructional Materials.** Passing of instructional materials to unauthorized persons or making of unauthorized copies of instructional materials are strictly prohibited. It is mandatory for the O/Cdts to return all issued materials at the end of the course.
- (l) **Bulletin Board.** All pertinent information that concern O/Cdts shall be displayed on the bulletin board. O/Cdts are expected to keep themselves abreast with the notices, news, programmes, etc. put on the boards.
- (m) **Souvenirs/Mementos/Gifts.** Exchange of souvenirs and gifts is not a mandatory practice; however, should it wish; IOC may extend such a gesture at their own personal discretion, may it be on an individual or collective basis.
- (n) **Individual/Group Research Papers and Country Presentations.** O/Cdts will be assigned the Individual Research Papers (IRPs) and the Group Research Papers (GRPs), which they will submit and present individually and in a group respectively. In addition, the IOC will be asked to deliver short respective country presentations.
- (o) **Granting of Appointments.** Based on the performance, O/Cdts will be awarded various appointments, mainly at section/platoon levels beginning from second term until the end of the fourth term. The primary aim of these appointments

RESTRICTED

is to instil a sense of responsibility and develop qualities as junior leader as future platoon commanders. The O/Cdts will be monitored and evaluated during this period.

(p) **Appointment of Mess Secretary.** O/Cdts may nominate a mess secretary and an assistant mess secretary who will be responsible for the overall coordination and improvement of messing. They may also appoint the mess representative from all companies to assist the mess secretary.

(q) **Précis/ Study Materials.** Both the NOC and IOC will be issued a set of Précis/ Study materials during the course. The Academy procedures will be followed for the possession. Individual O/Cdts will be responsible for the proper handling and security of the restricted documents/précis/hand-outs/booklets or any other reference materials issued during the course.

(r) **Checking Out.** The NOC and IOC will strictly follow the Academy check-out procedures before leaving the course at any time. They are obliged to produce the concerned branch's signed 'Clearance Document' before collecting the movement document from the Adjutant's Office. IOC may seek assistance from the IOC Desk to check their itineraries.

(s) **Monthly Cadet Allowance.** Each O/Cdt will receive monthly allowance from the GoN. Other allowances are provided as per NMA regulations.

### **Mailing Address and Useful Telephone Numbers**

56. The information on NMA can be obtained from the under mentioned contacts:

(a) Nepali Military Academy, Kharipati, Bhaktapur District, Bagmati Zone, Nepal:

Tel: Training Office 01 – 6610288 (+ 977 01-6610288)

Adjutant 01 – 6610301 (+977 01- 6610301 )

**Exchange 01 – 6618836 (+977 01 – 6618836)**

E-mail: nmatrg@gmail.com

Website: www.nma.mil.np

(b) **Army Exchange Hunting Line:**

+977-01-4240000

**CONCLUSION**

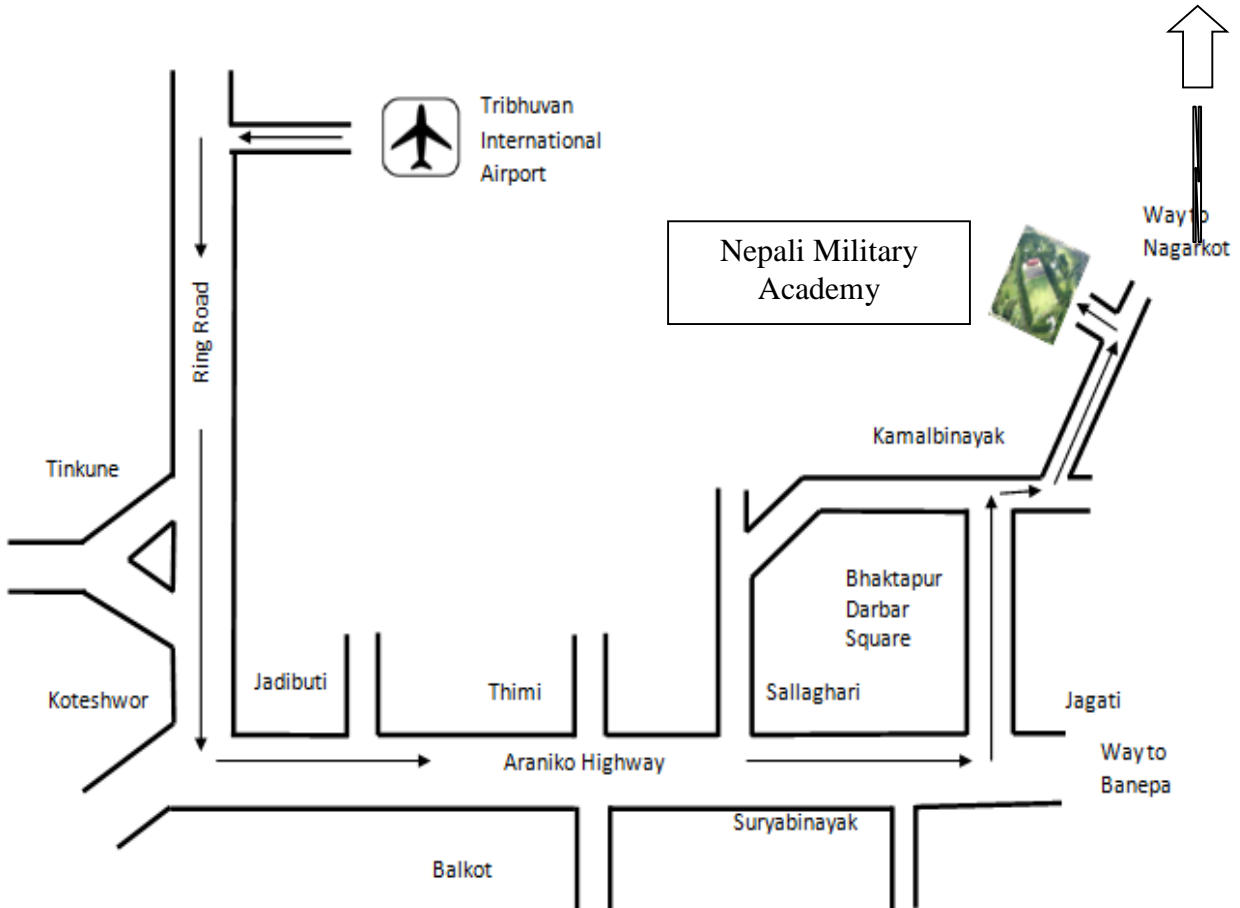
57. Right from its inception, the NMA has been playing an instrumental role to produce competent, disciplined and dedicated professional officers and a gentleman/woman. The initial brought up makes a difference in developing professional quality of officers. The early days in the Academy are crucial to mold the young O/Cdts in right track. The systematic training, knowledge and professionalism as well as experience expressed by committed instructors in the Academy plays an important role.

58. The Academy wishes that all the attending National and International Officer Cadets will complete their course successfully and benefit from the course and experience gained at the NMA. The Academy family would be happy to extend support and provide information on any kind of training or administrative matters.

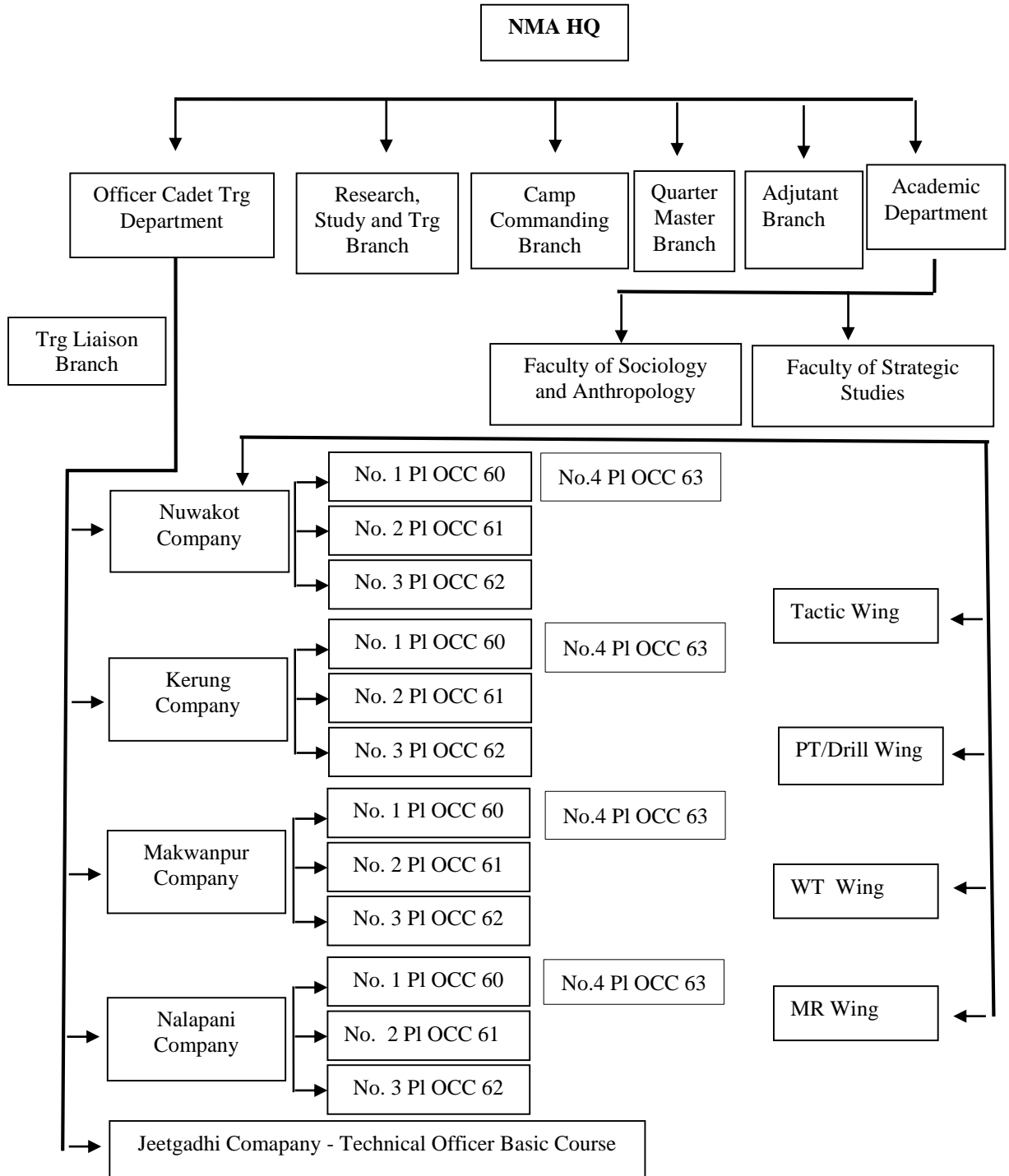
**THE GENERAL LOCATION OF NMA**  
**KHARIPATI, BHAKTAPUR**



**THE LOCATION MAP OF NMA FROM THE TIA**



**THE SKELETON ORGANIZATION OF NMA**



All other remaining companies except Jitgadhi will have same wings as per Nuwakot Coy.

शर्तनामाको कागज  
(अधिकृत क्याडेट तालिम)

लिखितम.....अञ्चल,.....जिल्ला,.....म.न.पा/उ.म.न.पा.  
/न.पा./गा.वि.स., वडा नं. ....बस्ने .....को नाति/नातिनी  
.....को छोरा/छोरी वर्ष.....को ..... आगे, मैले नेपाली सेनामा  
रिक्त रहेको अधिकृत क्याडेट पदको लागि आवेदन दिएकोमा सम्पूर्ण परीक्षाहरु उत्तीर्ण गरी अधिकृत  
क्याडेट तालिमको लागि छनौट भई श्री सैनिक प्रतिष्ठान, खरिपाटी, भक्तपुरमा संचालन हुने .....  
(.....) महिनाको सि.सं. .... अधिकृत क्याडेट तालिम गर्नको निमित्त आजैका मितिबाट  
तालिममा सहभागी भई नेपाली सेनाको प्रचलित ऐन, नियम तथा समय समयमा जारी गरिने नीति,  
निर्देशन एवं यस प्रतिष्ठानको तालिम संचालन सम्बन्धी निर्देशिकामा तोकिए बमोजिम अधिकृत  
क्याडेटको तालिम पुरा गर्नेछु । उक्त तालिम पुरा नगरी तालिम अवधिभर कुनै पनि समयमा  
तालिम छोडी भागेमा वा अन्य कुनै पनि प्रकारले सेवाबाट अलग भएको अवस्थामा कानुन बमोजिम  
हुने सजायका अलावा मलाई तालिम गराउंदा लागेको नेपाल सरकारको सम्पूर्ण खर्च तिर्न बूझाउन  
मञ्जूर छु, नतिरे नबूझाएमा मेरा घर घराना जायजथाबाट असूल उपर गरी लिएमा समेत पछि  
होईन छैन भनी कहिं कतै कुनै उजूर वाजूर केही गर्ने छैन गरेमा यसै कागजद्वारा बदर होस्  
भनी मेरा मनोमान राजिखूशीले यो शर्तनामाको कागज गरी श्री नेपाली सैनिक प्रतिष्ठान मार्फत  
नेपाल सरकारमा चढाएं । ईति सम्बत् २०..... साल .....महिना .....गते  
रोज.....शुभम्.....।

पासपोर्ट  
साइजको फोटो

दा.

बा.

दा.

बा.

\*Note: To be filled by NOC only



**MEDICAL STANDARDS FOR**  
**INTERNATIONAL CADETS**

1. The Commissioning Course at the NMA in Kharipati, Bhaktapur is physically and mentally demanding that lasts for three years. International Officer Cadets should not arrive overweight, without sufficient physical preparation, and so unfit or suffering from the results of previous injury or illness. These conditions cause delays in training, commissioning, and thus extra expenditure.

2. National Officer Cadets are required to meet very strict medical criteria for cardiovascular health, chronic diseases, upper and lower limbs, hearing, eyesight and mental ability and stability. A medical board assesses suitability and removes doubtful applicants during the selection process. International officer cadets will be medically examined on arrival, but national medical examination should be conducted before departure for Nepal and should take note of the following points:

- (a) Lower limb injuries especially those affecting the knees are rarely acceptable. It is most unlikely that potential officer cadets with tears or repairs to the crucial ligaments will ever be fit. Cartilage tears are troublesome, and any condition resulting in locking or swelling of the knee will prevent acceptance. Pain from behind the kneecap results in frequent and prolonged disability, which is not acceptable.
- (b) Fractures will cause difficulties and usually one year should be allowed to pass before officer cadets are fit to attend if the fracture is in a major bone of the leg; recovery time being needed for other fractures. Recurrent dislocations of the shoulder should be repaired surgically prior to attendance.
- (c) Medical conditions requiring regular medications usually result in the officer cadet being classed as unfit. Asthma is forbidden in all applicants. Any problems with the bowels, kidneys or chest will usually be unacceptable, although advice should be sought through prior to attending the course.
- (d) Eyesight should be correctable to 6/6, 6/9 in the worse eye with glasses or contact lenses if necessary. Color blindness is no bar.
- (e) Short- term infections such as malaria should be fully treated before arrival and medical documents are always useful in such cases.
- (f) Hearing loss, often due to previous noise exposure is frequently unacceptable as Academy training may cause further damage.
- (g) Cardiovascular health, chest X-ray.
- (h) Obesity. All candidates should be within a Body Mass Index (BMI) of less than 25. The formula for working out your BMI is:
  - Your weight in Kg divided by double your height in meters.

RESTRICTED

26

- Example: weight 85 kgs., height  $1.88 \text{ m} \times 2 = 3.76 \text{ m}$  (85 divided by  $3.76 = 22$ )

(i) It is beneficial for cadets to cease smoking prior to their arrival at NMA.

3. In general all applicants should be sufficiently fit and robust to undergo arduous training immediately on arrival.

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**NEPALI MILITARY ACADEMY  
BIO-DATA  
S.No. .... OFFICER CADETS' COURSE**



<b>PERSONAL DETAILS</b>					
First Name :		Middle :		Last Name :	
If Active Duty	Rank :	No :	Unit :		
Civil Employment	Occupation :				
National Cadets Corps : Yes / No (Circle One)			Enrolment Criteria :		
NMA No :	Rank :Officer Cadet		Nationality :Nepali		
Company :		Platoon :	Section :		Personal Weapon No :
Date Of Birth : (Day/Month/Year)		Place of Birth : (City/Country)		Religion :	
Age of Enrollment : (Years, Months and Days)			Citizenship No :		Place of Issue :
Passport No :			Validity :		Place of Issue :
Sex :	Height : Fit, Inch	Weight : Kg		Blood Group :	
Identification Mark :				Health Policy No :	
Driving License No		National :		International :	
Marital Status :		Date of Marriage :		Place of Marriage :	
Mother Tongue :		Other Languages :English			
Hobbies :					
Membership of Organizations/Clubs :					
Permanent Address					Phone :
Temporary Address					Phone :
E-mail :			Mobile No		

**EDUCATIONAL BACKGROUND**

SLC	School :	% :	
Intermediate	College :	% :	Faculty :
Bachelor's Degree	College :	% :	Faculty :

**DETAILS OF FAMILY MEMBERS**

Father's Name :		Occupation :
Mother's Name :		Occupation :
Grandfather's Name :		Occupation :
Main Source of income in the family :		
Pension		

RESTRICTED

28

<u>Siblings (Names/Occupation/Marital Status)</u>	<u>Children (Names/Occupation/Marital Status)</u>
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**EMERGENCY CONTACT PERSON**

Name :	Relation :	Phone :
Address :		E-mail :

**INTERNATIONAL OFFICER CADETS ONLY**

Food Habits :			
Sponsor O/Cdt :		Sponsor DS :	National Day:
Point of Contact in Country	Rank/Title :	Name :	Request Leave days
	Phone :	E-mail :	
Point of Contact in Home Country	Rank/Title :	Name :	
	Phone :	E-mail :	

**MILITARY COURSES ATTENDED**

SN	Course	Year	Grading
1			
2			
3			
4			
5			
6			
7			
8			

**MILITARY EMPLOYMENTS**

SN	Date (From - To)	Unit	Appointment
1			
2			
3			
4			

**PEACE KEEPING EXPERIENCE**

SN	Date (From - To)	Mission / Country	Appointment
1			
2			
3			
4			

**DECORATIONS AND MEDALS**

SN	DECORATIONS	SN	MEDALS
1		1	
2		2	
3		3	
4		4	

DATE : .....

SIGNATURE : .....

RESTRICTED

**MILITARY CLOTHING AND EQUIPMENT DISTRIBUTED BY**  
**THE ACADEMY**

(From Army Ordnance Depot)

S N	Description	Unit	Qty	Remarks
1.	Ankle (Half) Boots/ Office Boots	Pcs	1	
2.	Woolen Socks	Set	6	
3.	Sports Shoes	Set	2	
4.	Aaiguillette Cord	Pcs	1	
5.	Aaiguillette's Tips	Pcs	2	
6.	Second Lieutenant Insignia	Set	1	
7.	Leather Long Boots (Military)	Pair	3	
8.	Black Leather Belt	Pcs	1	
9.	Blankets (Olive Green)	Pcs	2	
10.	Mosquito Net	Pcs	1	
11.	Combat Dress	Pair	3	
12.	Tunic	Mtr	3.25	
13.	Mess Tin Box	Set	1	
14.	Forage Cap	Pcs	1	
15.	Forage Cap's Head Badge	Pcs	1	
16.	Gorkha Hat (With Chin Strap)	Pcs	1	
17.	Gorkha Hat's Head Badge	Pcs	1	
18.	Gorkha Hat's Cloth Band	Pcs	1	
19.	Camouflage Vest	Pcs	2	
20.	Camouflage Jacket	Pcs	1	
21.	Beret Cap (With head badge)	Pcs	1	
22.	Groundsheet	Pcs	1	
23.	Kit Bag	Pcs	1	
24.	Sleeping Bag	Pcs	1	
25.	Mat	Pcs	1	
26.	Woolen Vest & Trouser	Pcs	1	
27.	PT Vest	Pcs	3	

RESTRICTED

30

<b>S N</b>	<b>Description</b>	<b>Unit</b>	<b>Qty</b>	<b>Remarks</b>
28.	Gargets	Pair	1	
29.	Buckle (Big)	Set	1	
30.	Buckle (Small)	Set	1	
31.	Pistol Belt	Pcs	1	
32.	Waist Cloth Band (Kammar Bandh Barath)	Pcs	1	
33.	Shirt Cloth (For Tunic)	Mtr	2	
34.	Tie Cloth	Mtr	0.25	
35.	Nylon Belt	Pcs	1	
36.	Stay-Bright Buttons (Big)	Pcs	4	
37.	Stay-Bright Buttons (Medium)	Pcs	6	
38.	Pips Embroided (For Office and Field/Battle Dresses)	Pair/Pcs	1/1	
39.	Pancho with poles	Set	1	
40.	Military colour paint	Pcs	1	
41.	Camouflage Jacket an Trousers	sets	3	
42.	Cotton Shirt (full)	Pcs	1	
43.	Woolen Jersey	Pcs	1	
44.	Army Vest and Half Pant	Set	1	
45.	Army Tracksuit	Set	1	

RESTRICTED

**LIST OF PERSONAL ITEMS TO BE BROUGHT BY**  
**OFFICER CADETS ON ARRIVAL**

S N	Description	Unit	Qty	Rmks
1.	Black Suit with Cover	Set	1	
2.	Under Garments	Pcs	6	
3.	Night suit	Set	1	
4.	<b>Gents:</b> Labeda/Daura Suruwal (White Color)	Set	1	
	<b>Women:</b> Saree and Choli IOC: Respective National Dresses	Set	1	
5.	<b>Headgear:</b> <b>Gents:</b> Black Cap (Bhadgaule Topi	Pcs	1	
	<b>Women:</b> Black hair bun net IOC: Respective National Headgears	Pcs	1	
6.	Slippers	Pair	1	
7.	Swimming Custom, Gown (As per necessity)	Pcs	1	
8.	Black & White Socks	Pair	3/3	
9.	Bathing Towel	Pcs	1	
10.	Handkerchief (White )	Pcs	6	
11.	Black Shoe (Laced)	Pair	1	
12.	Cloth Hangers (According to Specification)	Pcs	12	
13.	Swimming Gown	Pcs	1	
14.	Silva Compass	Pcs	1	
15.	Academy Bag (As per specification)	Pcs	1	
16.	Commando Bag(Black)	Pcs	1	
17.	Sports shoes	Pair	1	
18.	Camouflage T'shirt & Half pant	Pair	3	
19.	Water Jerry Can	Pcs	1	
20.	Rope White	Mtr	5	
21.	14 Items	Set	1	Ref Annex 1
22.	<b>Misc:</b>	Pcs		

RESTRICTED

32

<b>S N</b>	<b>Description</b>	<b>Unit</b>	<b>Qty</b>	<b>Rmks</b>
	Black tin Trunk 24" X 18" X 12" (l X b X h) (Name on the front with white enamel. Example: O/Cdt Ram Bahadur Thapa)		1	
(a)	Sewing kit	Set	2	
(b)	Shaving kit	Set	2	
(c)	Tooth brush/paste	Pcs	2/1	
(d)	Bathing soap	Pcs	6	
(e)	Shampoo (500ml)	Pcs	1	
(f)	Cloth washing soap	Pcs	6	
(g)	Padlock & key with key-ring	Set	2	
(h)	Nail cutter	Pcs	1	
(i)	Map marking pens (black, blue, red & green) fine tips	Set	1	
(j)	Electric Iron	Pcs	1	
(k)	Brasso Liquid	Btl	1	
(l)	Tea Mug	Pcs	1	
(m)	Torch light with battery	Set	1	
(n)	White cotton cloth	Mtr	2	Malmal
(o)	Clipboard (Green/Red/Blue/Yellow)	Pcs	1	
(p)	Hair oil	Btl	1	
(q)	Toilet paper	Rolls	2	
(r)	Comb & mirror	Pcs	1/1	
(s)	Elastic (White/Black Colour)	Mtr	1/1	
(t)	Color pen (Sign Pens)	Set	1	
(u)	Stationary items (Pen, Pencil, Sharpener, Eraser, Ruler)	Set	1/1	
(v)	Note copies (large)	Pcs	2	
(w)	Note copies (small)	Pcs	2	
(x)	Notepad (small)	Pcs	2	
(y)	Bungee cord (black)	Pcs	2	
(z)	Tie (Sober Dark Color)	Pcs	1	
(aa)	Photocopy of citizenship	Pcs	4	
(bb)	Civilian Photo (PP size)	Pcs	4	
(cc)	Mosquito Liquidator	Set	1	
(dd)	Black Plastic	Mtr	5	

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RESTRICTED

33

<b>S N</b>	<b>Description</b>	<b>Unit</b>	<b>Qty</b>	<b>Rmks</b>
	(ee) Extra Shoes Lace (black)	Pair	2	
	(ff) Insole for Boots (long)	Pair	2	
	(gg) Rope (white cotton)	Mtr	5	
	(hh) Emergency Light	Pcs	1	
	(ii) White T-Shirts	Pcs	2	
	(jj) Dictionary (Medium Size)	Pcs	1	
	(kk) Luggage Bag (As per specification)	Pcs	1	
	(ll) Academy Bag (As per specification)	Pcs	1	
	(mm) Service Protractor	Pcs	1	
	(nn) Khukuri (8 Inch Size)	Pcs	1	
	(oo) Shoes Polish (Black)	Pcs	12	
	(pp) Soft and Hard Brush for polishing shoes	Pcs	2/2	
	(qq) Velcro (White	cm	50	
	(rr) ) Teas Button	Patta	4	
	(ss) Hairband (Elastics for wearing trousers	pcs	6	
	(tt) Pillow's Cover	pcs	2	
	(uu) Blanket's Cover	pcs	2	
	(vv) Bed Cover	pcs	2	

RESTRICTED

**LIST OF ITEMS DISTRIBUTED BY THE ACADEMY**

<b>S N</b>	<b>Description</b>	<b>Unit</b>	<b>Qty</b>	<b>Rmks</b>
1.	Academy Blazer	Pcs	1	
2.	Academy Tie	Pcs	1	
3.	Academy Vest	Pcs	4	
4.	White Shirt and Gray Pant	Set	2/2	
5.	PT Shorts	Pcs	4	
6.	Sports Shoes	Pair	2	
7.	Polar Jacket	Pcs	1	
8.	Trouser	Pcs	2	
9.	Name Tag	Pcs	1	
10.	Metallic Name Plate	Pcs	1	
11.	White Gorget	Set	2	

**LIST OF 14-ITEMS**

<b>S N</b>	<b>Items</b>	<b>Quantity</b>	<b>Nos.</b>	<b>Remarks</b>
1.	Towel	Pcs	1	
2.	Mirror and Comb	Pcs	1/1	
3.	Sewing kit (Needle, Thread, Button)	Set	1	
4.	Woollen Socks	Pair	1	
5.	Tooth Paste and Brush	Pcs	1/1	
6.	Canvas Shoes	Pair	1	
7.	Under Wear	Pcs	1	
8.	PT Vest (White)	Pcs	1	
9.	Camouflage Vest	Pcs	1	
10.	Boot Lace	Pair	1	
11.	Mess-tin Box	Set	1	
12.	Shaving Kit	Set	1	
13.	Note Book and Pencil	Pcs	1/1	
14.	Soap with Soap Case	Set	1	

**PRECIS DISTRIBUTED BY NMA**

<b>S N</b>	<b>Particular</b>	<b>Remarks</b>
1.	Tactical Aide Memoires (TAMs)-I	
2.	Tactical Aide Memoires (TAMs)-II	
3.	Battle Lesson/Battle Exercise (BLBE) Précis	
4.	Weapon Précis	
5.	Tactical Training Vol-I	
6.	Tactical Training Vol-II	
7.	Map Reading Précis	
8.	Field Craft/Battle Craft Précis	
9.	Counter Insurgency (Nepali/English)	
10.	Officer Behaviour	
11.	Rules of Engagement (ROE) Card	
12.	Information Slip	
13.	Human Rights Notes	
14.	Terrain Evaluation	
15.	Shoot to kill Manual	
16.	CBRN Manual	
17.	FIBUA Manual	
18.	Bayonet Fighting	
19.	Cadet- Recruit Attachment Precies	

**DRESS CODE REGULATIONS**

<b>S N</b>	<b>Dress Code</b>	<b>Description</b>	<b>To Be Worn During</b>
1.	PT dress	Academy T-Shirt, PT shoes, shorts, white socks	PPT, V&A, BFT
2.	Field dress	Combat dress, long boots, P-Cap	Demonstrations, FC/BC and MR lectures
3.	Battle order	Field dress less P-Cap, helmet, webbing and personal weapon	BPET/indoor/ outdoor exercise
4.	FSMO	Battle order with large pack	Indoor/outdoor exercise
5.	WT dress	Field dress and webbing (pouch only)	Weapon training classes
6.	MR dress	Field dress, pistol belt and water bottle with water	Outdoor map reading exercises
7.	Drill dress	Field dress, pistol belt, beret cap	Drill parades
8.	Lecture dress	Drill dress less pistol belt	Lectures
9.	Games dress	Company T-shirt, PT shoes white socks and shorts / track suit	Games
10.	Academy dress	Academy blazer, grey trouser, Academy tie, white shirt	Roll call, dinner and evening lectures
11.	Night dress	Sleeping suit	After lights are down or when sleeping
12.	Swimming dress	Swimming costumes, Gown and Slippers	Swimming parades

## राष्ट्रिय गान

सयौं थुँगा फूलका हामी, एउटै माला नेपाली  
सार्वभौम भई फैलिएका, मेचीमाहाकाली । -

सयौं थुँगा फूलका हामी, एउटै माला नेपाली  
सार्वभौम भई फैलिएका, मेचीमाहाकाली । -

प्रकृतिका कोटीकोटी सम्पदाको आंचल-  
वीरहरूका रगतले, स्वतन्त्र र अटल ।

ज्ञानभूमि, शान्तिभूमि तराई, पहाड, हिमाल  
अखण्ड यो प्यारो हाम्रो मातृभूमि नेपाल ।

बहुल जाति, भाषा, धर्म, संस्कृति छन् विशाल  
अग्रगामी राष्ट्र हाम्रो, जय जय नेपाल ।

## सैनिक गीत

रातो र चन्द्र सूर्य जङ्गी निशान हाम्रो  
जिउंदो रगत सरी यो बल्दो यो शान हाम्रो

हिमालभैँ अटल यो भुकेन यो कहिल्यै  
लत्रेन यो कहिल्यै जङ्गी निशान हाम्रो

यो जन्मदै जगतमा कैयौँ प्रहार आए  
साम्राज्य दुई हारे हारेन शान हाम्रो

जबसम्म चन्द्र सूर्य आकाशमा रहन्छन्  
तबसम्म हुन्छ आफ्नै रातो रगत यो हाम्रो

गाई सरि छन् साधु जो जो यहां जगत्मा  
सबको शरण बलियो जङ्गी निशान हाम्रो

## प्रतिष्ठान गान

ज्ञान, सेवा र नेतृत्व हाम्रो मुलमन्त्र  
जन्मदैं थियौं र रहन्छौं सदैव हामी स्वतन्त्र  
जनता र राष्ट्रभक्तिमा समर्पण हाम्रो अनन्त ।

केरुङ्ग र नालापानीमा नेपाली भ्रण्डा गाढेथ्यौं  
मकवानपुर, रसुवागढीमा बैरीको दोलो काढेथ्यौं ।

माता र मातृभूमि यो प्राणभन्दा प्यारो छ  
लोभ, स्वार्थ र अलिच्छपन सदैव टाढा भाग्दछ ।

दुःख र पीर भुलेर हामी यो युग हाक्दछौं  
सपथ लिन्छौं आज नै मुलुकको शान राख्दछौं ।

नठाने हुन्छ बैरीले नेपालीलाई कमजोर  
हामीले आंटे धर्तीमा आउनेछ आंधी घन्घोर ।



RESTRICTED

41

**NOTES**

1. All the Concerned Officer Cadets of Officer Cadet Course are requested to print this Joining Instructions and make their necessary arrangements in time.
2. Bring the Printed Joining Instructions Booklet along with you on the reporting day.
3. Misuse of this booklet will subject to punishment.

RESTRICTED