

SCHEME OF EXAMINATION
CERTIFICATE IN CORPORATE AND INDUSTRIAL
SECURITY MANAGEMENT (CCISM)
SIX MONTH DURATION
2011-12

Note:

1. There will be 70 multiple choice questions (MCQ's) in the question paper consisting of one mark each. Students are required to attempt all the questions.
2. Internal assessment marks shall be given on the basis of marks secured by the candidate in the Descriptive Examination to be conducted by the respective study centre. Study centres are required to keep the record of the descriptive examination with them for inspection by the University. The marks of Internal Assessment must be submitted to the University before the termination of the University Examination in the concerned subjects. In the event of non receipt of the Internal Assessment Marks the theory marks secured by the candidate shall be proportionately enhanced.

Paper	Nomenclature	Internal	External	Total
DECCISM 1	General Aspect of Security	30	70	100
DECCISM 2	Security Management	30	70	100
DECCISM 3	Security Personnel	30	70	100
DECCISM 4	Fire Prevention and First Aid	30	70	100
DECCISM 5	Practical		100	100
DECCISM 6	Project -Evaluation -Viva-Voce		50 50	100

CERTIFICATE IN CORPORATE AND INDUSTRIAL SECURITY MANAGEMENT (CCISM)

GENERAL ASPECT OF SECURITY

PAPER CODE DECCISM- 1

External: 70

Internal 30

Note:

1. There will be 70 multiple choice questions (MCQ's) in the question paper consisting of one mark each. Students are required to attempt all the questions.
2. Internal assessment marks shall be given on the basis of marks secured by the candidate in the Descriptive Examination to be conducted by the respective study centre. Study centres are required to keep the record of the descriptive examination with them for inspection by the University. The marks of Internal Assessment must be submitted to the University before the termination of the University Examination in the concerned subjects. In the event of non receipt of the Internal Assessment Marks the theory marks secured by the candidate shall be proportionately enhanced.

Fundamentals

- introduction
- Security - Its Meaning and Scope
- Types of Security Service
- Role of Private Security Service
- Front Office and Reception Handling

Functions of Security

- Preventive Security.
- Protective Security.
- Detective Security.
- Punitive Security

Physical Security

- Meaning, Definition and Scope
- Assessment of Current Security Level
- Practical Security Programme
- Perimeter security
- Physical Measures
 - (a) Control:
 - (b) Planning, Advice and Coordination.
- Access Control System

SECURITY MANAGEMENT

PAPER CODE DECCISM- 2

External: 70

Internal: 30

Note:

1. There will be 70 multiple choice questions (MCQ's) in the question paper consisting of one mark each. Students are required to attempt all the questions.
2. Internal assessment marks shall be given on the basis of marks secured by the candidate in the Descriptive Examination to be conducted by the respective study centre. Study centres are required to keep the record of the descriptive examination with them for inspection by the University. The marks of Internal Assessment must be submitted to the University before the termination of the University Examination in the concerned subjects. In the event of non receipt of the Internal Assessment Marks, the theory marks secured by the candidate shall be proportionately enhanced.

Security Management

- Meaning and Scope- Crises and Risk Management
- Security Branch Functioning
- Natural Hazards
- Man-made Hazards- Strikes. Lockouts and Labour problems
- Crowd Control Management
- Disaster Management
- Traffic Control Management
- Cash in Transit.
- Front Office and Reception Handling
- ISO Procedures (QMS)

Work Place Security

- Unsafe situations in work place.
- Unsafe practices by workers.
- Definition of Industrial Accident.
- Responsibilities of the management,
- Duties of officials.
- Safety equipment.
- Colour codes.
- Safety training.
- Provisions of 'Factories Act' regarding safely.
- Search and Frisking.
- Patrolling, types of patrols and observations during patrolling .

Employee Unrest

- Causes of Employee Unrest.
- Types of Agitations.
- Natural Hazards.
- Man made Hazards - Strikes, Gheraos and Lockouts
- Crowd Control Measures.
- Disaster Management.
- Traffic Control Management.
- Front Office and Reception Handling.

SECURITY PERSONNEL

PAPER CODE DECCISM- 3

External: 70

Internal: 30

Note:

1. There will be 70 multiple choice questions (MCQ's) in the question paper consisting of one mark each. Students are required to attempt all the questions.
2. Internal assessment marks shall be given on the basis of marks secured by the candidate in the Descriptive Examination to be conducted by the respective study centre. Study centres are required to keep the record of the descriptive examination with them for inspection by the University. The marks of Internal Assessment must be submitted to the University before the termination of the University Examination in the concerned subjects. In the event of non receipt of the Internal Assessment Marks, the theory marks secured by the candidate shall be proportionately enhanced.

Security Personnel

- Meaning and Scope
- Nature of Management and Work Environment
- Nature of Job
- Expectations of Job
- Characteristics of Security Personnel
- Training and Orientation
- Preparation of Duty Roster
- Checking the Guards
- Patrolling and Observation
- Report Writing
- Telephone Procedures
- Communication systems
- Search and frisking Procedures
- Evasion and Escape Procedures
- Types of first Information Systems
- Site and Post Instructions of SO/FO/SE/SI/ASO/SUP/SA
- CIT Training
- Computer Application
- Time Management
- Team Building/Team Work
- Badges and Rank Structures of Police and Armed Forces Duties
- Duties of Security Officers.
- Duties of Security Supervisor.
- Training and Orientation.
- Preparation of Duty Roster.
- Cheeking of Guards.
- Patrolling and Observation.
- Report Writing
- Liaison with local police.
- Relations with clients.

- Relation with employees.
- Relations with local administration.
- Lodging of an FIR

Legal Aspects Regarding Security Management

- General Description.
- Laws relating to Illegal entrance and trespass.
- Laws relating to security of documents.
- Laws relating to attacks and destruction of property.
- Laws relating to theft and misuse.
- Laws relating to security of workers.
- Laws relating to strikes.
- Laws relating to detention and arrest.
- Important provisions of Central and State legislations for security.
- Provisions of Indian Officials Secrets Act 1923.
- Provisions of EPF/ESI rules.
- Provisions of Right to Information Act.
- Private Security Regulation (Regulation) Act 2005

FIRE PREVENTION & FIRST AID

PAPER CODE DECCISM- 4

External: 70

Internal: 30

Note:

1. There will be 70 multiple choice questions (MCQ's) in the question paper consisting of one mark each. Students are required to attempt all the questions.
2. Internal assessment marks shall be given on the basis of marks secured by the candidate in the Descriptive Examination to be conducted by the respective study centre. Study centres are required to keep the record of the descriptive examination with them for inspection by the University. The marks of Internal Assessment must be submitted to the University before the termination of the University Examination in the concerned subjects. In the event of non receipt of the Internal Assessment Marks, the theory marks secured by the candidate shall be proportionately enhanced.

Fire Fighting

- Fire Fighting
- Chemistry of Fire
- Types of Fire
- Causes of Fire
- Risks of Fire
- Action in case of Fire
- Means of Fire Prevention
- Means of Fire Extinction

First Aid

- What is First Aid
- Aims of First Aid
- Principles of First Aid

- First Aid
 - (a) Wounds
 - (b) Cardiopulmonary Resuscitation (CPR)
 - (c) Unconscious Patient
 - (d) Burns and Scalds
 - (e) Electrical Injuries
 - (f) Dog bite
 - (g) Snake bite
 - (h) Fractures

Communications

- Meaning and Scope
- Types of Communication
- Intrapersonal and interpersonal Communication
- Strengths and weaknesses of Communication

Practical Training (30 Hrs.)

- Drill
- Physical Training
- Perimeter Security; Access Control
- Mock Drill
- Fire Fighting
- First Aid
- Use of Security Equipment
- Visit to Installations

PRACTICAL

PAPER CODE DECCISM-5

External: 100

PROJECT

PAPER CODE DECCISM-6

Evaluation: 50

Viva-Voce: 50