

Syllabus for General Duty Security Guard (Unarmed)

Course Name	General Duty Security Guard(Unarmed)
Sector	Management & Entrepreneurship And Professional
Course Code	MEP/2024/GDSG/421
Level	3
Occupation	General Duty Security Guard(Unarmed)
Job Description	The job role of a General Duty security guard involves safeguarding people, property and assets by monitoring for suspicious activities, enforcing security protocols and responding to emergencies. They may patrol assigned areas, conduct access control checks, operate surveillance equipment, manage traffic and collaborate with law enforcement when needed. Overall, security guards play a crucial role in maintaining a safe and secure environment for individuals and organizations.
Course Duration	Total Duration Minimum: 390Hrs.(T-80,P-190,OJT-60andES-60) Maximum: 420Hrs.(T-90,P-210,OJT-60andES-60) including optional
Trainees' Entry Qualification	Grade10–RegularORVocational OR Grade9passandpursuingcontinuousschoolinginregularschool OR 10thgradepassandpursuingcontinuousschooling OR 9thgradepasswith1-yearrelevantexperience OR 8thgradepasswith2-yearrelevantexperience OR PreviousrelevantQualificationofNSQFLevel2.5with1.5-yearrelevant experience Note: a)Candidatesshouldbeingoodmentalandbodilyhealthandfree from any physical deformities likely to interfere with efficient performance of the duties.
Trainers Qualification	Degreeinanydisciplinewithoneyearexperienceintherelevantfield. OR 3yearsDiplomafromarecognizedboard/institutionwithtwo-year experience in the relevant filed. OR Defence/security/military/paramilitary/policeofficer/JCOs/NCOs with 05 years of experience in the relevant field.

Structure of Course:

Module No.	Module name	Outcome	Compulsory/ Elective/ Optional	Theory (Hrs.)	Practical (Hrs.)	OJT (Hrs.)	Total (Hrs.) [Multiple of 30]
1.	Introduction to Security Operations and Physical Fitness Training	Interpret the role and responsibilities of a security guard and develop physical fitness for effective Security operations.	Compulsory	10	20		30
2.	Technology in Security	Utilize technology for Enhanced security monitoring.	Compulsory	10	20		30
3.	Access Control	Implement access control measures, manage entry/exit points and enforce Security protocols.	Compulsory	10	20		30
4.	Patrolling, Security Drills and Surveillance Techniques	Develop effective Patrolling and surveillance techniques.	Compulsory	10	20		30
5.	Emergency Response and Crisis Management	Apply crisis Management and emergency response protocols.	Compulsory	10	20		30
6.	Parking and traffic management.	Perform effective Parking and traffic management duty.	Compulsory	10	20		30
7.	Multi-Sector Exposure	Perform effective security duty in various types of commercial and industrial establishments.	Compulsory	20	70		90
8	OJT	Work in real job situation with special emphasis on basic safety and hazards in This domain (OJT).	Compulsory	-	-	60	60
9	Employability Skill	As per guided curriculum	Compulsory	60	-	-	60
10	Fire safety and firefighting techniques	Use appropriate firefighting Techniques to ensure personal and team safety	Optional	10	20		30
Total			Minimum	140	190	60	390
			Maximum	150	210	60	420

SYLLABUS:**Module No.1: Introduction to Security Operations and Physical Fitness Training**

Outcome: Interpret the role and responsibilities of a security guard and develop physical fitness for effective security operations.

Theory Content:

- Explore the different sectors within the security industry (e.g., private security, public security, corporate security).
- Primary duties and responsibilities of a security guard, limitations of assigned role.
- Importance of professionalism, integrity, and confidentiality in security work.
- Interpret the relevant laws, regulations, and standards governing security operations e.g., Indian Penal Code (1860), Criminal Procedure Code (1973)
- Importance of adhering to legal and ethical guidelines while performing security duties

Practical Content:

- Follow personal cleanliness and hygienic practices.
- Practice routine for improving the physical fitness in terms of agility, stamina and strength to be able to deal with aggression and violence when the need arises.
- Perform warm-up exercises e.g. Jogging, Arm circles and shoulder rolls, Leg swings and lunges, Neck rotations and trunk twists etc.
- Carry out Cardiovascular training e.g., interval training, Jumping jacks or high knees, Stationary cycling or brisk walking etc.
- Perform Strength training and flexibility and mobility exercises: Arm swings, leg swings, hip circles, and torso twists for improved range of motion. Downward dog, child's pose, cat-cow stretch and spinal twists to enhance flexibility and core strength.
- Practices of good House Keeping.
- Practice wearing Uniform properly

Module No.2: Technology in Security

Outcome: Utilize technology for enhanced security monitoring.

Theory Content:

- Principles of operation for HHMD (Hand held metal detector), DFMD (Door frame metal detector), firefighting equipment, CCTV systems, night vision cameras, binoculars, and alarms/sensors.
- Maintenance and troubleshooting security equipment to ensure optimal performance.
- Standard operating procedures (SOPs) for conducting security checks with HHMD and DFMD.
- Fire safety protocols, including evacuation procedures, handling of flammable materials, and using firefighting equipment.
- Identify type of fire and response required
- Details of floor plan, emergency exit, alarm, signage and fire-fighting equipment at workplace
- Explain CCTV monitoring protocols, incident documentation, and reporting procedures.
- Discuss about surveillance techniques, including observations skills, use of night vision equipment, and binoculars.
- Interpret alarm/sensor readings and respond appropriately to security incidents.
- Explain about privacy rights, ethical conduct, and maintaining confidentiality in security roles.

PracticalContent:

- Demonstrate use of Hand-Held Metal Detector (HHMD) for pat-down searches.
- Show the proper technique for scanning individuals with Hand-Held Metal Detector (HHMD).
- Setup and operate Door Frame Metal Detector (DFMD).
- Observe and interpret the readings of Door Frame Metal Detector (DFMD) in a simulated environment.
- Identifying common items that may trigger alarms and handle such situations.
- Identify different types of firefighting equipment and interpret uses.
- Operate fire extinguisher and deploy fire blanket.
- Identify organic flammable liquids and industrial chemicals commonly found in the premises.
- Operate the CCTV monitoring system.
- Identify suspicious behavior or incidents on the CCTV footage in a simulated environment.
- Perform effective night time surveillance.
- Identify various alarms and sensors used in the facility.
- Conduct drills and respond appropriately to different alarm activations.
- Maintain and troubleshoot security equipment to ensure optimal performance.
- Mock drill evacuation by reading floor plan/layout

Module No. 3: Access Control

Outcome: Implement access control measures, manage entry/exit points, and enforce security protocols.

Theory Content:

- Familiarize with the layout of the premises. Know the entry and exit points, restricted areas, and vulnerable spots.
- Procedure for Establishing checkpoints at entry and exit points and check individuals entering or leaving the premises.
- Identity verification process of individuals entering the premises using various methods such as ID cards, badges, or digital verification systems.
- Enhance communication skills to greet visitors courteously, convey security protocols clearly, and report incidents promptly to appropriate authorities or supervisors.
- Visitor logs management procedure to record visitor information and monitor visitor movements within the premises.
- Emergency procedures such as fire evacuation plans, medical emergencies, or security breaches.
- Communication codes or signals for alerting personnel about access control issues or security incidents.

Practical Content:

- Identify the entry and exit points, restricted areas, and vulnerable spots of the premises.
- Establish checkpoints at entry and exit points and check individuals entering or leaving the premises.
- Verify the identity of individuals entering the premises using various methods such as ID cards, badges, or digital verification systems.
- Greet visitors politely, convey security protocols clearly, and report incidents promptly to appropriate authorities or supervisors.
- Maintain visitor logs to record visitor information and monitor visitor movements within the premises.
- Verify contractor/vendor credentials, check work orders or permits, and coordinate their

- access with relevant departments.
- Conduct drills simulating emergency scenarios (e.g., fire alarm, medical emergency) and manage access control during evacuations or lockdowns.
- Use communication codes or signals for alerting personnel about access control issues or security incidents.

Module No. 4: Patrolling, Security Drills and Surveillance Techniques

Outcome: Develop effective patrolling and surveillance techniques.

Theory Content:

- Discuss the objectives and importance of patrolling in security operations, such as deterrence, detection, and response to security incidents.
- Explain different patrol techniques, including random patrols, fixed-point patrols and directed patrols.
- Explain the importance of clear communication, coordination with emergency services, and conducting post-drill evaluations to identify areas for improvement.
- Introduce the fundamentals of surveillance, including the use of observation skills, situational awareness, and discretion.
- Organizational procedure regarding security escort
- Explore surveillance techniques, such as stationary surveillance, mobile surveillance, covert surveillance, and overt surveillance, highlighting the appropriate use of each technique based on the situation.
- Discuss communication protocols, including using two-way radios, communication codes or signals and emergency communication channels.

Practical Content:

- Interpret provided site map or layout of the premises.
- Conduct patrols, focusing on observing for any anomalies, unauthorized access points, or suspicious behavior.
- Perform different types of security drills, such as lockdown drills, evacuation drills, and response drills.
- Simulate security incidents or scenarios (e.g., fire alarm activation, intrusion attempt) using props or role-playing.
- Initiate the appropriate security drill based on the simulated incident and practice executing the drill procedures, including alerting authorities, evacuating occupants if necessary, and securing the area.
- Set up surveillance scenarios using surveillance cameras or role-playing.
- Practice surveillance techniques, such as maintaining a hidden position, using binoculars or zoom features for distant observation, and documenting observations.
- Role play while acting with security escort team.
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Module No. 5: Emergency Response and Crisis Management

Outcome: Apply crisis management and emergency response protocols.

Theory Content:

- Different types of emergencies (fire, medical, security) may encounter during duty.
- Crisis management process for different crisis scenario (e.g., natural disaster).
- Discuss and make decisions on response strategies, resource allocation, communication channels, and coordination with external agencies for given crisis scenario.
- Interpret evacuation maps or plans for the premises.
- First aid and basic medical procedures (e.g., CPR, bandaging, using AED).

Practical Content:

- Identify different types of emergencies (fire, medical, security) may encounter during duty.
- Conduct simulated emergency scenarios and respond to each scenario using props or role-playing (e.g., fire alarm activation, medical emergency, suspicious package).
- Develop crisis management plan for a crisis scenario (e.g., natural disaster).
- Simulate an evacuation scenario (e.g., fire drill, bomb threat) and conduct an orderly evacuation of occupants.
- Select clear evacuation routes, assembly points, headcounts, and assisting individuals with disabilities or special needs during evacuations.
- Provide first aid and demonstrate basic medical procedures during medical emergency scenario (e.g., CPR, bandaging, using AED).

Module No. 6: Parking and traffic management

Outcome: Perform effective parking and traffic management duty.

Theory Content:

- Introduction to parking layout or map of the premises.
- Interpret parking policies, designated parking areas, and regulations (e.g., reserved parking, visitor parking, handicap parking).
- Procedure to manage parking spaces and monitor parking violations.
- Identify appropriate parking spots, address parking violations, and assist drivers as needed.
- Techniques to set up designated traffic control area using cones or barriers.
- Importance of handheld traffic control signs and high-visibility vests for parking management.
- Discuss about importance of communication and coordination using two-way radios to manage traffic flow effectively.
- Interpret procedure for redirecting traffic, clearing emergency vehicle routes, and assisting emergency responders as needed.

Practical Content:

- Interpret parking layout or map of the premises.
- Interpret parking policies, designated parking areas, and regulations (e.g., reserved parking, visitor parking, handicap parking).
- Demonstrate skill to manage parking spaces and monitor parking violations.
- Conduct simulations and guide vehicles to appropriate parking spots, address parking violations, and assist drivers as needed.
- Set up designated traffic control area using cones or barriers.
- Utilize handheld traffic control signs and high-visibility vests for parking management.
- Simulate traffic scenarios (e.g., entrance/exit congestion, pedestrian crossings) and direct traffic, manage intersections, and ensuring pedestrian safety.
- Practice communication and coordination using two-way radios to manage traffic flow effectively.
- Conduct drills and practice redirecting traffic, clearing emergency vehicle routes, and assisting

emergency responders as needed.

Module No. 7: Multi-Sector Exposure

Outcome: Perform effective security duty in various types of commercial and industrial establishments.

Theory Content:

- Overview of administration in security unit and the procedure of arrangement for accommodation, transportation and food for security members
- Roles and responsibility of team members
- Maintenance of documents and report pertaining to security operation
- Managing the operation of security unit
- Different commercial and industrial establishments engage in varied businesses: Commercial Domain includes residential areas, educational institutions, banks, ATMs and Business Parks.
- Recognize and address domain-specific risks at places like offices, shops, warehouses, hotels, restaurants, hospitals, malls, markets, theaters, exhibitions, events, public areas, tourist spots and monuments.
- Techniques at the screening, patrolling, CCTV monitoring, access control, alarm response, and emergency assistance and search point
- Frisking process for unauthorized items.
- Screening and search operations based on laid down procedures.
- Using common scanning and searching equipment - i.e. Handheld scanner, Door frame scanner, under vehicle mirror for searching people.
- Different crisis situations e.g. disaster, crowd management, flash crowd.
- Incident briefing and reporting.

Practical Content:

- Plan the activities in order to complete the task
- Identify and address important administrative concerns
- Plan and organize the activities of security duties in different places
- Prepare the documents of site assignment document, attendance sheet, muster roll, duty roster
- Pursue pending issues of security unit and agency with employer
- Carry out activities such as patrolling, CCTV monitoring, access control, alarm response, and emergency assistance.
- Manually frisk people and search their baggage for unauthorized items.
- Perform screening and search operations based on laid down procedures.
- Perform manual check of the boot, bonnet, base of the vehicle.
- Search people, baggage and vehicles using common scanning and searching equipment - i.e. Handheld scanner, Door frame scanner, Under vehicle mirror.
- Perform mock Drill for disaster, crowd management and flash crowd.
- Practice for incident briefing and reporting.
- Practice communication on two-way radios or communication devices.
- Carry out fire drill.

Module8:OJT

Outcome:Workinrealjobsituationwithspecialemphasisonbasicsafetyandhazardsinthis domain

PracticalContent:

Assessor will check report prepared for this component of Practical training of the course and assess whether competency has been developed to work in the real job situation with special emphasis on basics safety and hazards in this domain. (The trainee is expected to undertake work in actual workplace under any supervisor / contractor for **60 Hours.**)

Module9:EmployabilitySkills(60Hrs)**KeyLearningOutcomes****Introduction to Employability Skills**

Duration:1.5

Hours

After completing this programme, participants will be able to:

1. Discuss the Employability Skills required for jobs in various industries
2. List different learning and employability related GO and private portals and their usage

Constitutional values - Citizenship

Duration:1.5

Hours

3. Explain the constitutional values, including civic rights and duties, citizenship, responsibility towards society and personal values and ethics such as honesty, integrity, caring and respecting others that are required to become a responsible citizen
4. Show how to practice different environmentally sustainable practices.

Becoming a Professional in the 21st Century

Duration:2.5

Hours

5. Discuss importance of relevant 21st century skills.
6. Exhibit 21st century skills like Self-Awareness, Behavior Skills, time management, critical and adaptive thinking, problem-solving, creative thinking, social and cultural awareness, emotional awareness, learning to learn etc. in personal or professional life.
7. Describe the benefits of continuous learning.

Basic English Skills

Duration:10

Hours

8. Show how to use basic English sentences for everyday conversation in different contexts, in person and over the telephone
9. Read and interpret text written in basic English
10. Write a short note/paragraph/letter/e-mail using basic English

Career Development & Goal Setting

Duration:2Hours

11. Create a career development plan with well-defined short-and long-term goals

Communication Skills

Duration:5Hours

12. Demonstrate how to communicate effectively using verbal and nonverbal communication etiquette.
13. Explain the importance of active listening for effective communication
14. Discuss the significance of working collaboratively with others in a team

Diversity & Inclusion

Duration:2.5Hours

15. Demonstrate how to behave, communicate, and conduct oneself appropriately with all genders and PwD
16. Discuss the significance of escalating sexual harassment issues as per POSH Act.

Financial and Legal Literacy

Duration:5Hours

17. Outline the importance of selecting the right financial institution, product, and service
18. Demonstrate how to carry out offline and online financial transactions, safely and securely
19. List the common components of salary and compute income, expenditure, taxes, investments etc.
20. Discuss the legal rights, laws, and aids

Essential Digital Skills

Duration:10Hours

21. Describe the role of digital technology in today's life
22. Demonstrate how to operate digital devices and use the associated applications and features, safely and securely
23. Discuss the significance of displaying responsible online behavior while browsing, using various social media platforms, e-mails, etc., safely and securely
24. Create sample word documents, excel sheets and presentations using basic features
25. Utilize virtual collaboration tools to work effectively

Entrepreneurship

Duration:7Hours

26. Explain the types of entrepreneurship and enterprises
27. Discuss how to identify opportunities for potential business, sources of funding and associated financial and legal risks with its mitigation plan
28. Describe the 4Ps of Marketing- Product, Price, Place and Promotion and apply them as per requirement
29. Create a sample business plan, for the selected business opportunity

Customer Service

Duration:5Hours

30. Describe the significance of analyzing different types and needs of customers
31. Explain the significance of identifying customer needs and responding to them in a professional manner.
32. Discuss the significance of maintaining hygiene and dressing appropriately

Getting Ready for Apprenticeship & Jobs

Duration:8Hours

33. Create a professional Curriculum Vitae (CV)
34. Use various offline and online job search sources such as employment exchanges, recruitment agencies, and job portals respectively
35. Discuss the significance of maintaining hygiene and confidence during an interview
36. Perform a mock interview
37. List the steps for searching and registering for apprenticeship opportunities

Optional Module:**Module10: Fire safety and firefighting techniques**

Outcome: Use appropriate firefighting Techniques to ensure personal and team safety

TheoryContent:

- Identify types of fire and response required
- Identify layout of premises, critical assets, area and hazards in the assigned premises
- Identify fire points. Fire alarms. Location of hydrants
- Operation of fire alarm panel board
- Follow communication sequence and procedures as per protocol for fire intimation
- Fire associated hazards in the assigned area
- Principle of extinguishing fire
- Describe the process of fire extinguishment
- Extinguishing small fires
- Fire details on call to control room or fire brigade team
- Water supply and distribution system including direct pumping and gravity systems
- Various types of pumps and primers used in fire services
- Role of foam as an extinguishing media
- Rescue procedures for high rise buildings. Lifts, sewer, under vehicle, debris of collapsed building materials and hazardous places
- Different types of medical situations and related medical first aid.
- Give CPR and resuscitation as per established process
- Administer first aid as per medical standard

PracticalContent:

- Identify the various hazards and risks in the workplace.
- Participate with team members in mock fire and emergency drills.
- Mock drill to locate fire points, fire alarms, hydrants, etc. in the assigned area
- Recognize fire intimation indication from various sources with alertness
- Identify fire associated hazards in the assigned area
- Roleplay response to the fire as per the level and type of fire and hazard situation
- Extinguish small fires using suitable fire-fighting equipment
- Role play to ensure safety of self and others while fighting fires
- Locate water supply, distribution system, hydraulics and pumps & primers
- Select proper fire extinguishment appliances as per the fire type and environment
- Operate manual, semi-automatic and automatic fire fighting systems as per the requirement of the fire situation while adhering to standard procedure
- Identify suitable rescue equipment for specific situations
- Give CPR and resuscitation as per established process
- Administer first aid as per medical standard

LearningOutcome–AssessmentCriteria

Module No.	Outcome	AssessmentCriteria
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1	Interpret the role and responsibilities of a security guard and develop physical fitness for effective security operations.	<p>After completion of this module students will be able to:</p> <ol style="list-style-type: none"> 1.1 Maintain personal cleanliness and hygiene. 1.2 Demonstrate physical fitness in terms of agility, stamina and strength to be able to deal with aggression and violence when the need arises. 1.3 Explain the primary duties and responsibilities of a security guard with limitations 1.4 Interpret the relevant sections of the Indian Penal Code (1860) and the Criminal Procedure Code (1973) pertaining to security operations. 1.5 Perform good House Keeping. 1.6 Demonstrate proper wearing of the uniform according to established standards..
2	Utilize technology for enhanced security monitoring.	<p>After completion of this module students will be able to:</p> <ol style="list-style-type: none"> 2.1 Demonstrate Accuracy and proficiency in using HHMD and DFMD. 2.2 Demonstrate fire safety procedures and handling of chemicals. 2.3 Operating CCTV systems and identifying security threats. 2.4 Operate night vision equipment and binoculars for surveillance. 2.5 Interpret alarm systems and proper response protocols. 2.6 Demonstrate the use of Hand-Held Metal Detectors (HHMD) for pat-down searches. 2.7 Identify organic flammable liquids and industrial chemicals commonly found in premises. 2.8 Develop strategies for effective night time surveillance using night vision cameras and binoculars. 2.9 Demonstrate mock drill by reading floor plan/ layout
3	Implement access control measures, manage entry/exit points and enforce security protocols.	<p>After completion of this module students will be able to:</p> <ol style="list-style-type: none"> 3.1 Operate the access control system and manage access permissions. 3.2 Accurately verify credentials and grant access to authorized personnel, visitors, contractors, and vendors. 3.3 Effectively implement emergency access protocols and coordinate access during drills or simulations. 3.4 Maintain visitor logs, monitor access activities, and enforce security protocols consistently. 3.5 Demonstrate communication skills and teamwork demonstrated during access control tasks and coordination exercises. 3.6 Explain risk management principles related to access control, such as risk assessment, threat modeling, access control audits, and vulnerability management.
		<ol style="list-style-type: none"> 3.7 Select the appropriate access control system (e.g., keypad, card reader) based on the scenario provided. 3.8 Demonstrate the process of adding and removing access permissions for authorized personnel.

4	Develop effective patrolling and surveillance techniques.	<p>After completion of this module students will be able to:</p> <p>4.1 Conduct patrols and identify security concerns accurately and thoroughly.</p> <p>4.2 Execute security drills and follow established protocols.</p> <p>4.3 Implements surveillance techniques and document observations effectively.</p> <p>4.4 Demonstrate ability to communicate clearly and coordinate responses during security tasks.</p> <p>4.5 Comply with safety protocols and procedures throughout the training.</p> <p>4.6 Explore strategies for effective patrolling, including maintaining visibility, varying patrol routes and timings, and conducting thorough inspections of critical areas.</p> <p>4.7 Interpret provided site maps or layouts of premises to determine patrol routes and areas to cover.</p> <p>4.8 Simulate security incidents or scenarios using props or role-playing and practice initiating appropriate security drills.</p>
5	Apply crisis management and emergency response protocols.	<p>After completion of this module students will be able to:</p> <p>5.1 Respond to simulated emergency scenarios effectively and timely, following established protocols.</p> <p>5.2 Manage crisis, including decision-making, resource allocation, and communication strategies.</p> <p>5.3 Conduct evacuations and provide initial medical care during medical emergencies.</p> <p>5.4 Demonstrate ability to coordinate responses, communicate effectively, and maintain calm under pressure.</p> <p>5.5 Comply with safety protocols, legal requirements, and ethical considerations throughout the training.</p> <p>5.6 Explain the importance of evacuation planning, including identifying evacuation routes, assembly points, emergency exits, and accessible routes for individuals with disabilities.</p> <p>5.7 Provide guidance on basic first aid techniques, CPR, AED use, bleeding control, and treating common medical emergencies, discussing the role of security guards in assessing and providing initial medical care.</p> <p>5.8 Identify different types of emergencies that may be encountered during duty, demonstrating recognition and understanding of potential threats.</p> <p>5.9 Provide first aid training and demonstrate basic medical procedures in simulated medical emergency scenarios, assessing situations and providing initial medical care</p>

		effectively.
6	Perform effective Parking and traffic management duty.	<p>After completion of this module students will be able to:</p> <p>6.1 Interpret parking layout or map of the premises.</p> <p>6.2 Interpret parking policies, designated parking areas, and regulations (e.g., reserved parking, visitor parking, handicap parking).</p> <p>6.3 Demonstrates skill to manage parking spaces and monitor parking violations.</p> <p>6.4 Conducts simulations and guide vehicles to appropriate parking spots, address parking violations, and assist drivers as needed.</p> <p>6.5 Set up designated traffic control area using cones or barriers.</p> <p>6.6 Utilize handheld traffic control signs and high-visibility vests for parking management.</p> <p>6.7 Simulate traffic scenarios (e.g., entrance/exit congestion, pedestrian crossings) and direct traffic, manage intersections, and ensuring pedestrian safety.</p> <p>6.8 Practice communication and coordination using two-way radios to manage traffic flow effectively.</p> <p>6.9 Conduct drills and practice redirecting traffic, clearing emergency vehicle routes, and assisting emergency responders as needed.</p>
7	Perform effective security duty in various types of commercial and industrial establishments.	<p>After completion of this module students will be able to:</p> <p>7.1 Plan the activities in order to complete the task</p> <p>7.2 Prepare the documents of site assignment document, attendance sheet, muster roll, duty roster</p> <p>7.3 Conduct patrolling, CCTV monitoring, access control, alarm response, and providing emergency assistance.</p> <p>7.4 Demonstrated skill in screening and search techniques, including manual frisking, baggage inspection, and vehicle checks.</p> <p>7.5 Respond to incidents during screening and search operations.</p> <p>7.6 Utilize scanning and searching equipment such as handheld scanners, door frame scanners, and under-vehicle mirrors.</p> <p>7.7 Administer first aid for minor injuries, conduct disaster drills, manage crowds, communicate effectively on radios, and handle fire drills and parking management efficiently.</p> <p>7.8 Conduct mock drills for disasters, crowd management, and flash crowds to apply emergency response procedures.</p> <p>7.9 Communicate on two-way radios or communication devices during security operations.</p>
8	OJT	Work in real job situation with special emphasis on basic safety and hazards in this domain (OJT).

9	Employability Skill	Aspergued curriculum
10	Use appropriate firefighting Techniques to ensure personal and team safety	<p>After completion of this module students will be able to:</p> <p>10.1 State various communication modes for diverse situations.</p> <p>10.2 Identify fire points, fire alarms, location of hydrants, etc. in the assigned area</p> <p>10.3 Recognize fire intimation indication from various sources with alertness</p> <p>10.4 Identify fire associated hazards in the assigned area</p> <p>10.5 Identify response to the fire as per the level and type of fire and hazard situation</p> <p>10.6 Extinguish small fires using suitable first-aid fire-fighting equipment</p> <p>10.7 Ensure safety of self and others while fighting fires</p> <p>10.8 Locate water supply, distribution system, hydraulics and pumps & primers</p> <p>10.9 Select proper fire extinguishment appliances as per the fire type and environment</p> <p>10.10 Operate manual, semi-automatic and automatic fire fighting systems as per the requirement of the fire situation while adhering to standard procedure</p> <p>10.11 Identify suitable rescue equipment for specific situations</p>

List of Tools, Equipment & materials needed for 30 Trainees (Practical)

S.No.	Description of Tools and Equipment	Quantity
1.	Detectors (Smoke and fire)	6 nos.
2.	HHMD	2 nos.
3.	DFMD	1 no.
4.	Handheld wireless communication (Walky-Talky) Equipment	6 nos.
5.	Portable Barricade	8 nos.
6.	Cordoning Tape (Warning)	100 meters
7.	Flashlight/ Torch	6 nos.
8.	Binoculars	1 no.
9.	Night vision Camera	1 no.
10.	Hand baton, whistle and protective Shield (Each)	15 nos.
11.	CCTV System (Including Cameras and Monitoring System)	1 no.
12.	Signage Boards (Display boards)	6 nos.
13.	CPR Charts	1 no.
14.	Mirror to search Vehicles	3 nos.
15.	Traffic cones	8 nos.
16.	Handheld traffic control signs (e.g., "Stop", "Slow", "No Entry")	3 nos. each
17.	Emergency response kit (includes emergency contact list, flashlights, emergency blankets, whistles)	5 nos.

S.No.	Description of Trainees Kit & Uniform	Quantity
1.	Security uniforms (shirts, pants, jackets, hats)	1. set per candidate
2.	High-visibility vests	1 no. per candidate

3.	Safetyshoesor boots	percandidate
4.	Protectivegloves	1setper candidate
5.	onesetPTuniform	1no.percandidate
6.	PT Shoes	1setper candidate
7.	Whistle,CapandBelt	1setper candidate

S.No.	DescriptionofFireFightingEquipment	Quantity
1.	WaterCO29Litersfireextinguisher	3 nos.
2.	Firebucketwithstand	3 nos.

S.No.	DescriptionofClassroomFurniture	Quantity
1.	WhiteBoard	1 no.
2.	Table	1 no.
3.	Chair	31 no.
4.	Bench	8 no.

S.No.	DescriptionofTechnologyandAudiovisualEquipment	Quantity
1.	Computers(1per5studentsforcomputerizedmachinetraining)	4 Units
2.	ProjectorsandScreensforPresentations	1 Unit
3.	AudioSystems(Microphones,speakers)	Asrequired

S.No.	DescriptionofMiscellaneousitems	Quantity
1.	FirstAidKit	Asrequired
2.	Trash Bins	2 units
3.	StorageCabinetsforSupplies	Asrequired

Marks Distribution

Outcome	Outcome code	Total Th marks	Total Pr marks	Total OJT marks
Interpret the role and responsibilities of a security guard and develop physical fitness for effective security operations.	MEP/2503/OC1	20	90	0
Utilize technology for enhanced security monitoring.	MEP/2503/OC2	20	90	0
Implement access control measures, manage entry/exit points and enforce security protocols.	MEP/2503/OC3	20	90	0
Develop effective patrolling and surveillance techniques.	MEP/2503/OC4	20	90	0
Apply crisis management and emergency response protocols.	MEP/2503/OC5	20	90	0
Perform effective Parking and traffic management duty.	MEP/2503/OC6	20	90	0
Perform effective security duty in various types of commercial and industrial establishments.	MEP/2503/OC7	30	110	0
Work in real job situation with special emphasis on basic safety and hazards in this domain (OJT).	MEP/2503/OC8	0	0	150
Employability Skills – 60 Hrs	DGT/VSQ/N0102	50	0	0
Use appropriate firefighting Techniques to ensure personal and team safety	MEP/2503/OC9	20	80	0
Total marks minimum 1000 (T-200,P-800 including OJT-150 and ES-50) Maximum: 1100Hrs.(T-220,P-880 including OJT-150 and ES-50)				