

No. VI-14021/42/10-DGCD (CD)
Government of India/Bharat Sarkar
Ministry of Home Affairs/ Grih Mantralaya
Directorate General Civil Defence/ Nagrik Suraksha Mahanideshalaya
CD /Section

East Block-VII, Level-7,
R.K. Puram, New Delhi-110066

Dated the March 7, 2011

To

**The Chief Secretaries,
Government of all States/ UTs**

**Subject:-Revised Training Syllabus at State and Local Training
Institutes for Civil Defence Volunteer- reg.**

Sir,

I am directed to state that in view of the enactment of Civil Defence (Amendment) Act, 2009 (No.3 of 2010) to the Civil Defence Act, 1968 to include disaster management as an additional role, of the Civil Defence organization while retaining its original roles, a need had risen to review and revise the training standard for Civil Defence volunteers at the State and Local level training institutes. A committee had been constituted comprising of four members from NCDC, Nagpur, Rajasthan and Uttar Pradesh under the chairmanship of Director, National Civil Defence College, Nagpur. The recommendations have been approved and the syllabus has been modified keeping in view the present needs of training standards for Civil Defence Volunteers. In addition, three refresher courses at State Level Training Institute and one refresher course at Local Level Training Institute may be conducted according to the requirements.

2. The syllabus as finally approved is circulated herewith for adoption with immediate effect in the Civil Defence Institutes under the State Government both for the Local and State level.

3. This supersedes all previous orders issued on the subject.

Encl: 27 pages.

Yours faithfully,

(Raj Kumar)

Asstt. Director General (CD)
Tel. 011- 2671 1893

Copy forwarded for necessary action to:-

1. Directors of Civil Defence of all States/UTs.

Copy forwarded for information to:-

1. Director, National Civil Defence College, Nagpur
2. PPS to DG NDRF&CD
3. Guard file.

Revised Civil Defence Training Syllabus - State Level

Sr.No.	Name of Course	Objective	Duration	
1.	Advance Warden Service Course	To train CD Wardens/Incident Control Officer/Staff Officers forming part of Civil Defence Warden Service.	6 Working days.	Annexure-"I"
2.	Basic Life Support Course	To train Officers / Instructors & Volunteers from Civil Defence / Home Guards in order to become effective members of Casualty Services to be organized by local administration post Disaster or War Emergency	6 Working days.	Annexure-"II"
3	Advanced Vertical Rescue Course	To Train Staff Officers / Instructors/ Volunteers in Advanced Techniques of Vertical Rescue using Ropes	5 Working days.	Annexure-"III"
4.	Collapsed Structure Search & Rescue Course	To train Civil Defence & Home Guards volunteers in Search & Rescue Techniques so as to enable them to become effective members of Civil Defence SAR Team.	6 Working days.	Annexure-"IV"
5.	Volunteer Fire Fighters Course	To train Civil Defence/Home Guards volunteers in Advance Fire Fighting Techniques and Drills in order to build capacities for becoming effective members of Auxiliary Fire Services	6 Working days.	Annexure-"V"
6.	Bombs Safety Course	To train Officers / Instructors / Volunteers of Civil Defence /Home Guards in order to enable them to detect, identify, report and undertake Public Safety measures against any Unexploded Bomb or improvised explosive device	6 Working days.	Annexure-"VI"
7.	Chemical, Biological, Radiological / Nuclear First Responder Course	To train Officers / Instructors / Volunteers from Civil Defence / Home Guards in Management of CBRN Incidents during War Emergencies or Terrorist strikes.	6 Working days.	Annexure-"VII"
8.	Emergency Communication Course	To train Officers / Instructors / Volunteers from Civil Defence / Home Guards in organizing Communication Services for War Emergencies and Disasters	6 Working days.	Annexure-"VIII"
9.	Conduct Of Training Course	To train Officers / Instructors / Volunteers of Civil Defence & Home Guards in the methodologies for conduct of effective training	5 working days.	Annexure-"IX"

10.	Disaster Response & Preparedness Course	To train Officers / Instructors / Volunteers from Civil Defence / Home Guards in Organizing, Planning & co-ordinating Disaster Response & Preparedness through Civil Defence resources.	5 Working days.	Annexure-"X"
11	Incident Command Course	To train Officers / Instructors / Volunteers from Civil Defence / Home Guards in the application of ICS for Managing Emergencies in India.	3 Working days.	Annexure-"XI"
12.	One Day Workshop Civil Defence Planning For Industrial Disaster Preparedness	To train Executives from Industries and Factory Inspectorate on necessity of Civil Defence Planning for Industrial Disaster Preparedness	4 Sessions of 1 ½ hrs each - 1 Day.	Annexure-"XII"
13.	One Day Workshop Civil Defence Orientation Program	To train Government Officers to command Civil Defence resources and Eminent Citizens selected for Civil Defence Wardens Service in order to create awareness on Civil Defence Management & Planning	4 Sessions of 1 ½ hrs each - 1 Day.	Annexure-"XIII"
14	Flood Rescue Operations Course	To train Officers/ Instructors/ Volunteers from Civil Defence & Home Guards in Flood Rescue Operations in order to build capacities for organizing Response Teams during Floods/ Cyclones.	6 Working days.	Annexure-"XIV"

ADVANCE WARDEN SERVICE COURSE **(STATE LEVEL)**

OBJECTIVE: To train CD Wardens/Incident Control Officer/Staff Officers forming part of Civil Defence Warden Service.

ELIGIBILITY: Must have completed Basic Wardens Course at local level.

DURATION : 36 Periods of 45 minutes each- 6 Working days.

Sr. No.	Subject	(L) Lecture (D) Demonstrati on (P) Practice	No. of Periods
A.	B.	C.	D.
1.	Modern warfare, Defence potential of Nation, Role of Volunteers, Community Organization's in Crisis Management, Civil Defence Organization and Services.	L	2
2.	Warden service-General organization, enrolment, training, duties & responsibilities of Warden – before, during and after emergency.	L	1
3.	System of Air Raid Warning: Internal & External, Types of Warning Messages, and Role of Wardens.	L	1
4.	Conventional & Weapons of Mass Destruction. – High Explosives, Chemical, Biological & Radiological Weapons. Effects and Personal protection.	L	2
5.	Warden Post – location, layout, records and equipment: Reporting Procedure.	L	2
6.	Incident Control Officer (ICOs) – Selection, duties & responsibilities; Incident Control & Management by ICO / Warden.	L	2
7.	Psychological Impact of Emergencies- Propaganda, rumours, Role of Warden in influencing Public behaviour and Crowd control, Psychological First Aid.	L	1
8.	Map reading and Field sketching	L/D/P	1
9.	Reporting Procedure, Type of reports and different Type of forms used.	L/P	4
10.	Civil Defence Legislation – CD Act.1968, Rules & Regulations.	L	1
11.	Reconnaissance – Types-identifications and reporting of Unexploded Bomb (UXB) by warden, precautionary measures to be adopted.	L	2
12.	Community Disaster Preparedness- Need for Disaster Prevention and Mitigation, Hazard analysis and response team building.	L	3
12.	Radio Telephony and Line Telephone (RT & L T) Procedure, Handling Radio Equipment & Passing of Messages on Radio & Telephone.	L	3
14.	Role of Warden in organizing House Fire Party, Fire Watching & Fire watch observation post (FWOP). Types of Extinguishers.	L	1
15.	First aid – Principles of first aid – Artificial Respiration & CPR. Wounds, Fractures and their First aid, Transportation of injured.	L/D/P	2
17.	Practice – preparation of house hold register, Post log book and Warden's diary.	P	4
18.	Emergency Methods of Rescue.	P	2
19.	Review / Test / Feed back.		2
	Total		36

Training Films – The Training authority will select suitable films on any of the above topics and include for projection beyond the regular classes.

BASIC LIFE SUPPORT COURSE **(STATE LEVEL)**

OBJECTIVE: To train Officers / Instructors & Volunteers from Civil Defence / Home Guards in order to become effective members of Casualty Services to be organized by local administration post Disaster or War Emergency.

ELIGIBILITY: Must have completed Basic First Aid Course at local level.

DURATION: 36 Periods of 45 minutes each- 6 Working days.

Sr. No.	Subject	(L) Lecture (D) Demonstration (P) Practice	No. of Periods
A.	B.	C.	D.
1.	Organization & function of Medical and Health Services during emergencies- Manpower requirement and Equipment.	L	1
2.	General principles of first aid and duties of first aiders Patient Assessment- Initial assessment and physical examination of patients	L	1
3.	Types of Ambulance and role of Ambulance services during emergencies	L	1
4.	START Triage, process of Triage & Triage Tags	L	1
5.	Human body and nine basic systems- anatomical terms of reference, Skeletal system: Fractures - Types and treatment, Injuries in joints and muscles.	L	2
6.	Circulatory system, external and internal bleeding, types, pressure points and FA treatment.	L	1
7.	Wounds and miscellaneous injuries-bleeding from nose, foreign body in ears, eyes, nose etc. and FA treatment. Burns: types, sign & symptoms and FA treatment.	L	2
8.	Unconsciousness and shock: Signs & symptoms, prevention and FA treatment.	L	1
9.	Respiratory System - Artificial Respiration, Cardio-Pulmonary Resuscitation (CPR) and Foreign Body Airway Obstruction (FBAO)	L/D/P	4
10.	Poisons, bite by snake, dog, insects bites and stings and their FA treatment	L	1
11.	Incident Command in Mass Casualty situations	L	1
12.	Environmental emergencies: Heat cramps, heat exhaustion, heat stroke, hypothermia, frostbite or local old injuries, late or deep old injuries, prevention and treatment	L	1
13.	Infectious and Communicable Diseases - Personal Protective Equipment - Body Substance Isolation Precautions.	L	1
14.	Use of Triangular and Roller bandages	D/P	4
15.	Transportation of injured - Stretcher & Ambulance Drills	D/P	4
16.	Emergency Rescue: Lifting, stabilizing and moving the patient by using back-board and other emergency methods.	D/P	2
17.	Use of Cervical collars and various splints during emergencies	D/P	2
18.	Integrated Skill Exercise	P	4
20.	Review/Test/Feed back		2
	Total		36

Training Films – The Training authority will select suitable films on any of the above topics and include for projection beyond the regular classes.

ADVANCED VERTICAL RESCUE COURSE (STATE LEVEL)

OBJECTIVE: To Train Staff Officers / Instructors / Volunteers in Advanced Techniques of Vertical Rescue using Ropes.

ELIGIBILITY: Must have completed Basic Search & Rescue Course at local level.

DURATION : 30 Periods of 45 minutes each- 5 Working days.

Sr. No.	Subject	Type of Period	No. of Periods
A	B	C	D
1..	Organization of Rescue Services – Functions, duties of Team members & equipment.	L	1
2.	Rescue Operations – Action of Rescue party at a place of damage, Survey - Types & Procedure.	L	1
3.	Ropes used in Rescue Operation - Types, strength of a rope, testing of a rope, care and maintenance.	D/P	2
4.	Basic Knots and Lashings used in Rescue Operation- Square lashing, Round lashing, Diagonal lashing, Cross bar Lashing etc.	L/D/P	4
5.	Ladders- Types, Carrying & Pitching, Care and maintenance, Ladder, Drill – leg lock, ladder used as improvised stretcher and bridging.	L/D/P	2
6.	Use of blocks, tackles and pulleys – making of hold-fast and anchorages.	D/P	2
7.	Field Machines –Types -Derrick, Sheer, Gyn (Tripod) - preparation, use and precautions to be adopted while using.	L/D/P	2
8.	Rescue Party Drill-Rescue vehicle equipments, mounting / dismounting of vehicle, duty of each member, care & maintenance of equipment.	L/D/P	2
9.	Emergency methods of carrying and handling casualties.	D/P	2
10.	Rescue Operation- Rescue of trapped persons in high-rise buildings, basements- All methods using ropes, pulleys, tackles, stretchers- standard and improvised equipment.	D/P	8
11.	Use of Rescue Chute, Rescue Nets, Cages, Self escape pulley etc.	L/D/P	2
12.	Review/Test/Feed back		2
	Total		30

Training Films – The Training authority will select suitable films on any of the above topics and include for projection beyond the regular classes.

COLLAPSED STRUCTURE SEARCH & RESCUE COURSE (STATE LEVEL)

OBJECTIVE: To train Civil Defence & Home Guard volunteers in Search & Rescue Techniques so as to enable them to become effective members of Civil Defence SAR Team.

ELEGIBILITY: Must have completed Basic Search & Rescue Course at local level

DURATION: 36 Periods of 45 minutes each – 6 Working days.

Sr. No.	Subject	(L) Lecture (D) Demonstration (P) Practice	No. of Periods
A	B	C	D
1.	Organization of Rescue Service – Rescue Party & its equipment. Duties and action on arrival at the scene of damage.	L/D	2
2.	Elementary building construction, types of buildings & forms of collapse, voids and likely survival points.	L/P	2
3.	Type & importance of survey. Five stages of rescue, precaution on entering damaged building, debris clearance etc.	L	2
4.	Emergency methods of rescue, Stretcher lashing and securing casualty to Stretcher.	L/D/P	2
5.	INSAARG guidelines for Search & Rescue – Structure of USAR Teams and capabilities.	L	2
6.	Structural TRIAGE and INSAARG marking system.	L	2
7.	Search & location techniques in collapsed structure- Modes, Types and Patterns of Search- Electronic Search devices.	L/D/P	6
8.	Principles of Shoring- Types & construction.	D/P	2
9.	Confined space – Problems & use of small tools, Safety precautions, Debris tunneling & Debris clearance.	L/D	2
10.	Introduction to Heavy Tools – Hydraulic cutters, spreaders, rams, jacks, winches & circular saw.	D/P	2
11.	Respiratory protection devices, use of SCBA in confined spaces & PPE.	D/P	4
12.	Immobilization of casualty on backboard, handling and transportation of victims to First aid posts.	D/P	2
13.	Bandages, dressing and Slings, Triangular and Roller Bandages & Stretcher drill	D/P	2
14.	Stabilization of victims before extrication – medical examination of buried victims & crush syndrome.	D/P	2
15.	Review/Test/Feedback		2
Total			36

Training Films – The Training authority will select suitable films on any of the above topics and include for projection beyond the regular classes.

VOLUNTEER FIRE FIGHTERS COURSE **(STATE LEVEL)**

OBJECTIVE: To train Civil Defence/Home Guards volunteers in Advance Fire Fighting Techniques and Drills in order to build capacities for becoming effective members of Auxiliary Fire Services.

ELIGIBILITY: Must have completed Basic Fire Response Course at local level

DURATION : 36 Periods of 45 minutes each – 6 Working days.

Sr. No.	Subject	(L) Lecture (D) Demonstration (P) Practice	No. of Periods
A	B	C	D
1.	Organization of C.D. Fire Service-their duties and equipments	L	1
2.	Principles of combustion- modes of fire spread & methods of extinction.	L	1
3.	Chemical Fire Extinguishers – types; use, care and maintenance	L/D	1
4.	Principles of Building construction-Effect of Fire on different building materials.	L	1
5.	Hose, hose fittings and hydrants.	L/D	2
6.	Hose and hydrant drill.	D/P	6
7.	Pumps, Water tenders and water relay. TPU and Portable pump drill.	L/D/P	6
8.	Special problems in dealing with Gas/ Electrical / Liquid & Rural Fires.	L	1
11.	Emergency methods of Rescue – Rescue from Smoke/Gas filled rooms.	L/D/P	3
12.	Ropes, knots and lashing.	L/D/P	2
13.	Ladders-types & uses-ladder drill.	L/D/P	3
14.	General Principles of First Aid- Burns and scalds, Artificial Respiration and CPR. Unconsciousness, Shock & Fractures-use of triangular bandages	L/D/P	2
15.	Use of Stretchers for Casualty transportation – Types & Stretcher drill.	D/P	2
17.	Fixed Fire Fighting Installations- visit to an Industry.	Visit	3
18.	Review/Test/Feedback		2
		TOTAL	36

Training Films – The Training authority will select suitable films on any of the above topics and include for projection beyond the regular classes.

BOMBS SAFETY COURSE **(STATE LEVEL)**

OBJECTIVE: To train Officers / Instructors / Volunteers of Civil Defence / Home Guards in order to enable them to detect, identify, report and undertake Public Safety measures against any Unexploded Bomb or Improvised Explosive Device.

ELIGIBILITY: Must have completed Basic Warden Course at local level

DURATION : 36 Periods of 45 minutes each – 6 Working days.

Sr. No.	Subject	(L) Lecture (D) Demonstration (P) Practice	No. of Periods
A	B	C	D
1.	Conventional Weapons and Aerial Bombs – Types, Explosives used and impact.	L	2
2	Guided missiles - Types, construction & effects.	L	2
3.	Pyrotechnics – types, identification & Safety precautions.	L	2
4	Civil Defence operations against detection of Unexploded Devices.	L	2
5	Improvised Explosive Devices – Identification, effects, safety precautions and public protective measures.	L	4
6	Bomb Disposal Policy -Responsibilities, statutory powers, Bomb disposal Services, organization and duties.	L	2
7.	Construction of Protective Works for Public Safety	D/P	10
8	Evacuation and Safety distances	D/P	2
9	Confirmation and Reporting of Unexploded Bombs (UXB) / Crashed Air Craft - Reporting channels and Allotment of priorities during War Emergencies.	L	2
10	Safety Precautions for Disposal of Stray Ammunition	L	2
11	Bomb Detection and Identification exercise.	Exercise	4
13	Review/Test/Feedback		2
		TOTAL	36

Training Films – The Training authority will select suitable films on any of the above topics and include for projection beyond the regular classes.

CHEMICAL, BIOLOGICAL, RADIOLOGICAL / NUCLEAR
FIRST RESPONDER COURSE
(STATE LEVEL)

OBJECTIVE : To train Officers / Instructors / Volunteers from Civil Defence / Home Guards in Management of CBRN Incidents during War Emergencies or Terrorist strikes.

ELIGIBILITY : Must have completed Basic Wardens & First Aid Course at local level

DURATION : 36 Periods of 45 minutes each – 6 Working days.

Sr. No.	Subject		No. of Periods
A	B	C	D
1.	Introduction to CBRN Weapons – Types, Effects & Impact.	L	2
2.	Chemical Weapons and Toxic industrial chemicals – Identification, health effects and detection.	L	2
3.	Biological Agents – Recognition of hazards, health effects and role of local health authorities.	L	2
4.	Radiological / Nuclear Weapons- Radioactive material & Health effects of radiation.	L	2
5	General Principles of Protection against CBRN hazards – sheltering policy, identification of potential shelter, protection factors and provisioning of shelters.	L/P	4
6	Personal Protective Equipment (PPE) against CBRN – Selection, donning and doffing & Use of Respiratory devices.	D/P	6
7.	Decontamination- Methods, Technical & Patient decon.	D/P	4
8	Detection Instruments for CBRN – Dosimeters, Radiation Survey Meters, Contamination Monitors, Chemical Detector Tubes and Biological hazard sampling.	L/D/P	6
9	Civil Defence Response Operations in CBRN event - Concept of Emergency Planning & Web Defence, Scene security and Evacuation Planning.	L	2
10	Simulated Outdoor Exercise for Detection, Identification and Response to CBRN Event.	Exercise	4
14	Review/Test/Feedback		2
17	Total		36

Training Films – The Training authority will select suitable films on any of the above topics and include for projection beyond the regular classes.

EMERGENCY COMMUNICATION COURSE **(STATE LEVEL)**

OBJECTIVE: To train Officers / Instructors / Volunteers from Civil Defence / Home Guards in organizing Communication Services for War Emergencies and Disasters:

ELEGIBILITY: Must have completed Basic Control Room Operations Course at local level

DURATION: 36 Periods of 45 minutes each – 6 Working days.

Sr. No.	Subject	(L) Lecture (D) Demonstration (P) Practice	No. of Periods
A	B	C	D
1.	Organization of Communication Services: Need, functions and staff requirements.	L	2
2.	Planning of Control/Sub-Control Centres – Layout, staff and equipment.	L/D	2
3.	Air raid warning System – External and Internal warning System, Deployment of sirens and their maintenance-ARP Equipment & its functioning.	L/D	2
4.	Basic Radio Theory – VHF, HF & UHF Communication, Principles of Radio Communication and Rules for speaking on line / radio. Use of Standard Phrases.	L	2
5.	Duties of Staff at the Control Centre: Maintenance of Files, Records, Display Boards & Maps.	L/D/P	4
6.	Reconnaissance & Damage Assessment – Information collection / collation / evaluation.	L/P	4
7.	Circulation of messages in a Control/Sub-Control Center – Incoming messages, outgoing messages, action on various in-messages.	L/D/P	4
8.	Emergency Operations Center for Disaster Management: Need to upgrade CD Control room, Revised formats for messages & Management Information System.	L/P	2
9.	Communication Networking and Use of Computers for Incident Management.	L/P	4
10.	Practice of Line and Radio Telephone Procedure, EPBX operating procedure and message writing.	L/D	4
11.	Field Exercise on functioning of a Control/Sub-Control Centre / EOC.	L/D	4
12.	Review/Test/Feedback		2
Total			36

Training Films – The Training authority will select suitable films on any of the above topics and include for projection beyond the regular classes.

CONDUCT OF TRAINING COURSE **(STATE LEVEL)**

OBJECTIVE: To train Officers / Instructors / Volunteers of Civil Defence & Home Guards in the methodologies for conduct of effective Training.

ELEGIBILITY: Must have completed all Basic Courses at local level.

DURATION : : 30 Periods of 45 minutes each – 5 working days.

Sr. No.	Subject	(L) Lecture (D) Demonstration (P) Practice	No. of Periods
A	B	C	D
1.	General Organization of Civil Defence – History , principles of organization & functions of services	L	2
2.	Study of Civil Defence Legislation – CD Act 1968, Rules & Regulations, GPCD & MPCD.	L	2
3.	Organization of Training Service – Functions and Staff requirements.	L	2
4.	Principles of Disaster Management – Prevention / Mitigation, Response, Recovery and Preparedness, Stages of Disaster Planning.	L	2
5.	Civil Defence and Internal Security – Threat of Terrorism and use of WMD, Preparedness of CD Wardens & Volunteers in Community Based Policing.	L	2
6.	Principles of instruction for conducting CD Training.	L	2
7.	Planning & Designing a Training Program – Objectives, contents & methodology, Preparing a Lesson Plan.	L	4
8.	Training Aids & Training methodologies for skill development and awareness training.	D/P	4
9.	Leadership & Motivation – Types and strategies for motivating volunteers.	L	2
10.	Utility of Casualty Simulation for field training exercises- selection of staff, faking of injuries & equipment used.	D/P	2
11.	Conduct of Training – Practice different methodologies through street play, demonstration, presentation, etc.	P	4
12.	Review/Test/Feedback		2
		TOTAL	30

Training Films – The Training authority will select suitable films on any of the above topics and include for projection beyond the regular classes.

DISASTER RESPONSE & PREPAREDNESS COURSE (STATE LEVEL)

OBJECTIVE: To train Officers / Instructors / Volunteers from Civil Defence / Home Guards in organizing, planning & coordinating Disaster Response & Preparedness through Civil Defence resources.

ELIGIBILITY: Must have completed all the Basic Courses at local level

DURATION : 30 Periods of 45 minutes each – 5 Working days.

Sr. No.	Subject	(L) Lecture (D) Demonstration (P) Practice	No. of Periods
A	B	C	D
1.	Disasters – Definition, Nature of Hazards, causes, types & impact on India. Vulnerability and Risk Assessment.	L	2
2.	Disaster Management – Definition, phases and principles.	L	2
3.	Nature of Technological Hazards & threat of Terrorism- Impact of Industrial hazards, hazard identification and assessment.	L	2
4.	Disaster Response – Objectives of Response Plan, Organising Intervention Teams as per MPCD.	L	2
5.	Incident Command & Management Systems- Selection & Designation of Incident Commanders, duties of command team.	L/P	3
6.	Disaster Preparedness – Planning strategies, Risk Assessment, Vulnerability Assessment. Public Awareness Programs, Community Training and Disaster Drills.	L/P	3
7.	Disaster Recovery Management – Resource Generation, Management of Food, Shelter & clothing needs of affected Population. Planning Relief Camps.	L	2
8.	Planning Emergency Operation & Co-ordination Centers- Need, layout, staff & functions, information display, map maintenance & decision making.	L	2
9.	Public Information & Media – Public warnings, collection and evaluation of information, media handling by response agencies.	L	2
10.	Critical Incident Stress Management.	L/D	2
11.	Legal Aspects of Disaster Management – Study of DM Act, 2005 & Amendment to CD Act 1968.	L	2
12.	Visit to District EOC	Visit	4
13.	Review/Test/Feedback		2
Total			30

Training Films – The Training authority will select suitable films on any of the above topics and include for projection beyond the regular classes.

INCIDENT COMMAND COURSE (STATE LEVEL)

Annexure-"XI"

OBJECTIVE: To train Officers / Instructors / Volunteers from Civil Defence / Home Guards in the application of ICS for Managing Emergencies in India.

ELIGIBILITY: Must have completed all the Basic Courses at local level

DURATION : 18 Periods of 45 minutes each – 3 Working days.

Sr. No.	Subject	(L) Lecture (D) Demonstration (P) Practice	No. of Periods
A	B	C	D
1.	Concept of Incident Command System – Definitions, Eight components of ICS & Management staff.	L	2
2.	Incident Management functions – functional units, staff, resource identification and duties of Incident Command Staff.	L	2
3.	Scene Safety – Identification of hazards, need for scene safety plan, securing the incident scene and evidence preservation.	L	2
4.	Critical Incident Stress Management.		
5.	Public Information and Media- Need for public information plan and identifying citizen's concerns.	L	2
6.	Case Study – the resource deployment during 26/11 Terrorist attack in Mumbai.		2
7.	Field Exercise – Practice duties of Incident Command Team.	P	6
8.	Review/Test/Feedback		2
	Total		18

Training Films – The Training authority will select suitable films on any of the above topics and include for projection beyond the regular classes.

One Day Workshop**CIVIL DEFENCE PLANNING FOR INDUSTRIAL DISASTER PREPAREDNESS**
(STATE LEVEL)

OBJECTIVE: To train Executives from Industries and Factory Inspectorate on necessity of Civil Defence Planning for Industrial Disaster Preparedness.

ELIGIBILITY: Industrial Executives and Government Officers dealing with industries.

DURATION : 4 Sessions of 1 ½ hrs each - 1 Day.

	Topics	Type	Duration
Session - 1	Concept of Civil Defence for Disaster Preparedness- Objectives, Functions of Services, Resource Management as per MPCD	Lecture	1 ½ hrs
Session - 2	Incident Command & Management- functional units, staff, resource identification and duties of Incident Command Staff.	Lecture	1 ½ hrs
Session-3.	Disaster Preparedness- Need for Risk & Vulnerability Assessment, Hazard Identification, Scene Safety – Need for scene safety & security plan.	Lecture	1 ½ hrs
Session- 4	Case Study – Effective use of Civil Defence resources during a Disaster. (Select any event occurred in respective State requiring Civil Defence deployment for immediate response).	Discussion	1 ½ hrs

One Day Workshop
CIVIL DEFENCE ORIENTATION PROGRAM
(STATE LEVEL)

OBJECTIVE: To train Government Officers to command Civil Defence resources and Eminent Citizens selected for Civil Defence Wardens Service in order to create awareness on Civil Defence Management & Planning.

ELIGIBILITY: Government Officers, Chief Warden, Dy. Chief Warden & Divisional Warden.

DURATION : 4 Sessions of 1 ½ hrs each - 1 Day.

	Topics	Type	Duration
Session - 1	Concept & Principles of Civil Defence for War Emergency & Disaster Preparedness- Objectives, Functions of Services, Resource Management as per MPCD	Lecture	1 ½ hrs
Session - 2	Incident Command & Management- functional units, staff, resource identification and duties of Incident Command Staff.	Lecture	1 ½ hrs
Session-3.	Disaster Preparedness- Need for Risk & Vulnerability Assessment, Hazard Identification, Risk prioritization, pre-incident planning and resource inventory.	Lecture	1 ½ hrs
Session-4	Case Study - Effective use of Civil Defence resources during a Disaster. (Select any event occurred in respective State requiring Civil Defence deployment for immediate response).	Discussion	1 ½ hrs

FLOOD RESCUE OPERATIONS COURSE (STATE LEVEL)

OBJECTIVE: To train Officers/ Instructors/ Volunteers from Civil Defence & Home Guards in Flood Rescue Operations in order to build capacities for organizing Response Teams during Floods/ Cyclones.

ELEGIBILITY: Must have completed Basic Flood Safety Course at local level.

DURATION: 36 Periods of 45 minutes each – 6 Working days.

Sr. No.	Subject	(L) Lecture (D) Demonstration (P) Practice (F) Film	No. of Periods
A	B	C	D
1.	Flood hazards – Causes, Effects and Need for Community Preparedness. Secondary Effects of Land slides, Contamination & Crop damage.	L	2
2	Landslides & Avalanches; Causes - Mechanical & Chemical weathering, Precautions for Public Safety & Protective measures to be taken.	L	2
3.	Flood rescue – Rules of River, Safety precautions for flood rescue, Words of command for rowing.	L/P	2
4.	Life jackets – Introduction to swimming floating aids, Use of life jackets and life lines. Breast lines throw.	D/P	2
5.	Introduction to Ropes & knots – Building of rope bridges.	D/P	5
6.	Construction of improvised rafts and boats.	D/P	6
7.	Lifting and hauling devices – construction of derrick, sheer and tripod, use of block tackles.	D/P	2
8	Buoyancy Calculations.	L/P	1
9.	Flood Rescue Boats; Type, Parts of a boat, Paddling/Rowing of boats, practice words of command and use of Anchor's & Buoys.	D/P	10
10.	Out board motor; Acquaintance with parts and its working. Using out board motor on boats	D/P	2
11.	Review/Test/Feedback		2
	Total		36

Training Films – The Training authority will select suitable films on any of the above topics and include for projection beyond the regular classes.

Revised Civil Defence Training Syllabus – Local Level

Sr.No.	Name of Course	Objective	Duration	
1.	CIVIL DEFENCE FOUNDATION COURSE	To train Civil Defence Volunteers on all aspects of Civil Defence in general before selection for various services	5 Working days.	Annexure-"A"
2.	BASIC WARDENS COURSE	To train selected Civil Defence Wardens in performance of their duties before, during and after any emergency whether Natural or Manmade	5 Working days.	Annexure-"B"
3.	BASIC CONTROL ROOM OPERATIONS COURSE	To train District level Staff & CD Volunteers selected for operating Control/Sub-control centre except Telephone/ Wireless Operators	5 Working days.	Annexure-"C"
4.	BASIC SEARCH & RESCUE COURSE	To train Civil Defence & Home Guards volunteers in Search & Rescue Techniques so as to enable them to become effective members of Civil Defence SAR Team.	4 Working days.	Annexure-"D"
5.	BASIC FIRE RESPONSE COURSE	To train Civil Defence & Home Guards volunteers in Fire Fighting, Fire Prevention and Protection Techniques so as to enable them to become effective members of Civil Defence House Fire Parties & Trailer Fire Pump Teams.	4 Working days.	Annexure-"E"
6.	BASIC FIRST AID COURSE	To train Civil Defence & Home Guards volunteers in Search & Rescue Techniques so as to enable them to become effective members of Civil Defence SAR Team.	5 Working days.	Annexure-"F"

7.	BASIC RECOVERY OPERATIONS COURSE	To train Civil Defence & Home Guards volunteers in Recovery Operations so as to enable them to become effective members of Civil Defence Welfare, Depot & Transport, Salvage and Supply Services	3 Working days.	Annexure-"G"
8.	BASIC PUBLIC HEALTH RESPONSE COURSE	To train Civil Defence Volunteers in Disaster Health Services for Epidemic control, Care of animals and Copse Disposal Services	3 Working days.	Annexure-"H"
9.	BASIC FLOOD SAFETY COURSE	To train Civil Defence volunteers in Flood safety measures in order to organize and perform Flood Rescue Operations, operate boats and build swimming / floating aids.	4 Working days.	Annexure-"I"
10.	SHORT TERM CIVIL DEFENCE AWARENESS PROGRAM	To build awareness amongst the members of the Community against various hazards existing in households, offices, industries and other outdoors areas in order to motivate them to enroll as Civil Defence Volunteer.	2 hrs each	Annexure-"J"

CIVIL DEFENCE FOUNDATION COURSE
LOCAL LEVEL

Annexure-"A"

OBJECTIVE:

To train Civil Defence Volunteers on all aspects of Civil Defence in general before selection for various services.

DURATION :

30 Periods of 45 minutes each – 5 Working days.

Sr.No.	Subject	(L) Lecture (D) Demonstration (P) Practice	No. of Periods
A	B	C	D
1.	History, Objectives & Necessity of Civil Defence measures, Modern Warfare and Defence Potential of the Nation. Role of CD Volunteers in Disasters.	L	2
2.	General organization of C.D. – at Centre, State and local level, Civil Defence Services & their functions.	L	1
3.	Explosives: Types of Explosives, Problem of Improvised Explosive devices: Safety Precautions & Protection against Bombs & IED's.	L/D	2
4.	Study of provisions in CD Act 1968 & DM Act. 2005. Rules and Regulations, Enrolment procedure, Responsibilities and privileges of a CD Volunteer.	L/D	2
5.	Control/Sub-Control Centre, Warning System – Air Raid Warnings, ARP	L/D	2
6.	Principles of combustion, Methods of Fire extinction, Organization of House Fire Parties, Use and Care of Stir up Pumps and Fire Extinguishers.	L/D/P	3
7.	General Principles of Rescue, knowledge & use of simple Rescue Equipments – Ladders, ropes & Types of Knots.	L/D/P	2
8.	Emergency Method of Rescue & Self rescue, Casualty handling and transportation.	L/D/P	2
9.	Principles of First Aid, First-Aid Equipment – Triangular Bandages, Stretcher loading/lashing and improvisation.	L/D/P	3
10.	Nature of injuries & Problems to be faced by a First Aider, Artificial Respiration & CPR.	L/D/P	2
11.	Weapons of Mass Destruction, Nuclear, Chemical and biological hazards effects preventive/precautionary measure.	L/D/P	2
12.	Disasters affecting India & Disaster Management, Nature of hazards, Hazard Maps, Study of Preventive & Protective measure- Do's & Don'ts	L/D/P	2
13.	Visit to Control, Sub-Control Centre, Wardens Posts, Depot, First Aid Posts and Fire Brigade where possible.	Visit	3
14.	Review and Test Feed back.		2
Total			30

Training Films – The Training authority will select suitable films on any of the above topics and include for projection beyond the regular classes.

BASIC WARDENS COURSE

LOCAL LEVEL

OBJECTIVE: To train selected Civil Defence Wardens in performance of their duties before, during and after any emergency whether Natural or Manmade.

ELEGIBILITY: Must have completed C.D. Foundation Course at local level

DURATION : 30 Periods of 45 minutes each – 5 Working days.

Sr. No.	Subject	(L) Lecture (D) Demonstration (P) Practice	No. of Periods
A	B	C	D
1.	Organization of Warden Service, Functions & duties of Warden before, during and after an emergency. Documents & Equipment at the Warden Posts.	L	2
2.	Warning System – Internal Warning System (Air-raid, Warnings Yellow, White, Red, and Green) Siting and maintenance of Sirens; Need for alternative warning methods.	L/D/P	2
3.	Reconnaissance: Importance and role of Wardens in Reconnaissance, Preparation of Reconnaissance Report.	L	1
4.	Map Reading and field sketching – Preparation of small Maps in Wardens Posts/Sector area.	L/D	2
5.	Warden Posts records and registers (House Hold Registers, Vulnerable locations, Post Log book and Warden Diary). Study of area facts about localities, fire alarms, vulnerable points-public utility services, stores, doctors, Hazardous chemicals, fire stations, police stations etc. Routine at Warden Posts in emergency.	L/D/P	4
6.	Explosive safety-Identification of Bombs & IED's, Role of Warden in Safety against Bombs / IED's/ Crashed Aircraft.	L1	2
7.	Incident Control and Command.	L/P1	2
8.	Action to be taken by Warden pending arrival of Services.		1
9.	Reporting Procedure – Message writing and Message transmission.	L/D/P	4
10.	Transmission/Reception of reports on telephone/radio	L/D/P	2
11.	Panic Control – Causes or panic effects/prevention and control rumor propagandas.	L	1
12.	Lighting Restrictions – stages-enforcement of orders Wardens Responsibilities.	L/P	2
13.	Simulated Outdoor Exercise on Incident Control & Management.	Exercise	3
14.	Review/Test/Feed back	L/P	2
Total			30

Training Films – The Training authority will select suitable films on any of the above topics and include for projection beyond the regular classes.

BASIC CONTROL ROOM OPERATIONS COURSE
LOCAL LEVEL

OBJECTIVE: To train District level Staff & CD Volunteers selected for operating Control/Sub-control centre except Telephone/ Wireless Operators.

ELEGIBILITY: Must have completed C.D. Foundation Course at local level

DURATION: 30 Periods of 45 minutes each – 5 Working days.

Sr. No.	Subject	(L) Lecture (D) Demonstration (P) Practice	No. of Periods
A	B	C	D
1.	Organization of Communication Services: Need & organization of Control/Sub-Control Centres	L	2
2.	Layout of the Control/Sub-Control Centres and equipment at the Control/Sub-Control Centre.	L/D	2
3.	Air raid warning System and various Warning lists. External and Internal warning System, Internal Communication between Control/Sub-Control Centre, Depots, Warden Posts, Line & radio Communication.	L/D	2
4.	Duties of Civil Defence Controller, OIC Control/Sub-control, Heads of the Civil Defence Services, Representatives of other services and liaison officers.	L	2
5.	Duties of staff at the Control Centre: Plotting Clerk-cum-chart writer, Tally board-cum-record clerk, Message Supervisor etc. Maintenance of Tally Board. Colour Codes-Tallies and Discs, planning of reinforcements.	L/D/P	4
6.	Duties of an Intelligence Officer/reconnaissance parties, their organization, equipment, training, reconnaissance procedures – Recce.	L/P	2
7.	Maintenance of various records in the Control/Sub-Control Centre. Duties of Message Supervisor.	L/D	2
8.	Circulation of message in a Control/Sub-Control Center – Incoming messages, outgoing messages, action on various in-messages.	L/D/P	4
9.	Emergency Operations Center for Disaster Management: Need to upgrade CD Control room, Revised formats for messages.	L/P	2
10.	Practice of Line and Radio Telephone Procedure EPBX operating procedure and message writing.	L/D	3
11.	Table Top Exercise on functioning of a Control/Sub-Control Centre / EOC	L/D	3
12.	Review/Test/Feedback		2
Total			30

Training Films – The Training authority will select suitable films on any of the above topics and include for projection beyond the regular classes.

BASIC SEARCH & RESCUE COURSE LOCAL LEVEL

OBJECTIVE: To train Civil Defence & Home Guards volunteers in Search & Rescue Techniques so as to enable them to become effective members of Civil Defence SAR Team.

ELEGIBILITY: Must have completed C.D. Foundation Course at local level

DURATION: 24 Periods of 45 minutes each – 4 Working days.

Sr. No.	Subject	(L) Lecture (D) Demonstration (P) Practice	No. of Periods
A	B	C	D
1.	Organization of Rescue Service – Rescue Party & its equipment. Duties and action on arrival at the scene of damage.	L/D	1
2.	Elementary building construction, types of building & forms of collapse.	L/P	1
3.	Uses care of maintenance of ropes in rescue work, splicing, whipping knots and lashing.	L/D/P	4
4.	Type & importance of survey. Five stages of rescue, precaution on entering damaged building, debris clearance etc.	L	2
5.	Emergency methods of rescue, Stretcher lashing and securing casualty to Stretcher.	L/D/P	2
6.	Ladder drill: carrying, pitching, climbing & rescue.	D/P	2
7.	Structural TRIAGE and INSAARG marking system.	L	2
8.	Search & location techniques in collapsed structure.		2
9.	Immobilization of casualty on backboard, handling and transportation of victims to First aid posts.	D/P	2
10.	Bandages, dressing and Slings, Triangular and Roller Bandages & Stretcher drill	D/P	2
11.	Stretcher drill & improvisation of stretcher-carriage of casualties without stretcher.	L/D/P	2
12.	Review/Test/Feedback		2
Total			24

Training Films – The Training authority will select suitable films on any of the above topics and include for projection beyond the regular classes.

BASIC FIRE RESPONSE COURSE

LOCAL LEVEL

OBJECTIVE: To train Civil Defence & Home Guards volunteers in Fire Fighting, Fire Prevention and Protection Techniques so as to enable them to become effective members of Civil Defence House Fire Parties & Trailer Fire Pump Teams.

ELEGIBILITY: Must have completed C.D. Foundation Course at local level

DURATION: 24 Periods of 45 minutes each – 4 Working days.

Sr. No.	Subject	(L) Lecture (D) Demonstration (P) Practice (F) Film	No. of Periods
A	B	C	D
1.	Elements of combustion, modes of fire spread, principles of extinction & classification of fire, its spread and control.	L	2
2.	Organization of House Fire Parties, its need, role and duties. Stirrup pump drill for Fire fighting.	L	2
3.	Fire Extinguishers – types and uses (all portable extinguishers).	L/D/P	2
4.	Introduction to fire hoses, hydrants & other fire appliances.	L/D	1
5.	Introduction to Trailer fire pump, duties of team members and hose drill.	D/P	2
6.	Knots and lashing use for fire and rescue operations.	D/P	1
7.	Emergency method of rescue for fire incidents, Use of cervical column and splints.	L/D/P	2
8.	Ladder drill: carrying, pitching, climbing and carrying hoses.	L/D/P	2
9.	Respiratory protection devices: SCBA & Respirators.	L	2
10.	Burns and Scalds: First aid for burns, Bandages, Transportation of victims by Stretchers.	L/P	2
11.	Cardio Pulmonary Resuscitation (CPR)	D/P	2
12.	Feedback/ Review		2
Total			24

Training Films – The Training authority will select suitable films on any of the above topics and include for projection beyond the regular classes.

Annex 1

BASIC FIRST AID COURSE

LOCAL LEVEL

OBJECTIVE: To train Civil Defence & Home Guards volunteers in Search & Rescue Techniques so as to enable them to become effective members of Civil Defence SAR Team.

ELEGIBILITY: Must have completed C.D. Foundation Course at local level

DURATION: 30 Periods of 45 minutes each – 5 Working days.

Sr. No.	Subject	(L) Lecture (D) Demonstration (P) Practice	No. of Periods
A	B	C	D
1.	Organization and functions of Casualty Service, Principles of F.A. and Introduction to all Human body systems.	L/P	2
2.	Duties of First-Aider, Patient Assessment & PPE for First Aiders.	L/P	3
3.	TRIAGE – concept & application for Mass casualty Incident Management.	L/P	2
4.	Asphyxia – causes, signs & symptoms. Artificial Respiration methods & CPR.	L/D/P	4
5.	Shock and Unconsciousness- sign and symptoms, First aid measures.	L/P	1
6.	Wounds & Hemorrhage – Signs, Symptoms & First Aid measures.	L	1
7.	Fractures- Types, Signs, Symptoms & First Aid measures.	L/D/P	2
8.	Stroke and Heart attack - Signs, Symptoms & First Aid measures.	L/D/P	2
9.	Burns and Scalds –Degree of burns and First aid measures.	L/P	1
10.	Bandages, Dressing and Slings- Types, Application of Triangular and Roller Bandages, stabilization by using splints.	L/P	4
11.	Casualty labels and records.	L	1
12.	Stretchers- Types, Improvisation of stretchers, Transportation of Casualties with / without Stretcher.	L/D/P	5
13.	Review/Test/Feedback		2
Total			30

Training Films – The Training authority will select suitable films on any of the above topics and include for projection beyond the regular classes.

BASIC RECOVERY OPERATIONS COURSE**LOCAL LEVEL**

OBJECTIVE: To train Civil Defence & Home Guards volunteers in Recovery Operations so as to enable them to become effective members of Civil Defence Welfare, Depot & Transport, Salvage and Supply Services.

ELEGIBILITY: Must have completed C.D. Foundation Course at local level.

DURATION: 18 Periods of 45 minutes each – 3 Working days.

Sr. No.	Subject	(L) Lecture (D) Demonstration (P) Practice	No. of Periods
A	B	C	D
1.	Recovery Management – purpose, principles and need for community involvement.	L	1
2.	Community Recovery Services- Organization of CD welfare services – staff and their duties for each service.	L	1
3.	Public Information Services - Types of information, Collection/ Collation / Dissemination of information, Registration of inquiries.	L	1
4.	Planning of Evacuation – Types, Problems faced, Priority categories, Pre-evacuation arrangements & identity tags.	L/D	2
5.	Emergency Sheltering services- Arrangements, equipment and logistics for setting up camps, Camp administration, Types of tents, Health / hygiene & sanitation in Camps.	L/D	2
6.	Emergency Feeding Services- organization, management of supplies, preparation & distribution of meals, nutrition / diet planning, emergency substitute's & kitchen hygiene.	L	2
7.	Emergency Clothing Services- Organization, scale, Collection of Voluntary Clothing, Sorting & Stocking.	L	1
8.	Emergency Logistics - Organization of CD Supply Services – Functions, scale of Staff and Equipment.	L	1
9.	Emergency Salvage- Organization of CD Salvage Services, Appointment of custodian, Requisition of Go-downs, Working procedure & records, Preservation and Protection of Salvaged property.	L	2
10.	Emergency Transport Services – Organization of CD Depot & Transport Services, Equipments, Security & communication, Requisition of Transport, Health and Safety of Response Services.	L	1
11.	Media & Publicity Services – Media Management, Preparation of Press briefs & Publicity material for information dissemination.	L	1
12.	Psychosocial Intervention Strategies – effects on behaviour and relationships, psychological first aid measures.	L	2
13.	Review/Test/Feedback	L	1
Total			18

Training Films – The Training authority will select suitable films on any of the above topics and include for projection beyond the regular classes.

BASIC PUBLIC HEALTH RESPONSE COURSE

LOCAL LEVEL

OBJECTIVE: To train Civil Defence Volunteers In Disaster Health Services for Epidemic control, Care of animals and Copse Disposal Services.

ELEGIBILITY: Must have completed C.D. Foundation Course at local level.

DURATION : 18 Periods of 45 minutes each – 3 Working days.

Sr. No.	Subject	(L) Lecture (D) Demonstration (P) Practice	No. of Periods
A	B	C	D
1.	Introduction to Impact of disasters on health – Need for Assessment, Control and Management of Communicable diseases.	L	2
2.	Epidemics- Nature of problems, Measures for Prevention and Control of diseases – Disease Surveillance system and Immunization Program.	L	2
3.	Biological Agents – Types, Effects and Detection: Need for Personal Hygiene and Decontamination, Patient Isolation Precautions.	L	2
4.	Problems of Disposal of Dead – Organization of Corpse Disposal Services, Need for Identification and record for unidentified dead, Creation of Temporary mortuary, Disposal of animal carcasses.	L	2
5.	Drinking Water Management- disinfection of water sources, purification of water for drinking purposes, sterilization and chlorination process.	L	2
6.	Disposal of Waste – arrangements for emergency lavatories: shallow and deep trench latrines, soakage pits, disposal of garbage and control of vermin.	L	2
7.	Disposal of hazardous wastes – Drugs, Disposable equipment, body parts and disinfection measures.	L	2
8.	Care of disaster affected animals- arrangements for fodder and shelter, Need for veterinary services.	L	2
9.	Review/Test/Feedback	L	2
	Total		18

Training Films – The Training authority will select suitable films on any of the above topics and include for projection beyond the regular classes.

Training Films – The Training authority will select suitable films on any of the above topics and include for projection beyond the regular classes.

BASIC FLOOD SAFETY COURSE

LOCAL LEVEL

OBJECTIVE: To train Civil Defence volunteers in Flood safety measures in order to organize and perform Flood Rescue Operations, operate boats and build swimming / floating aids.

ELEGIBILITY: Must have completed C.D. Foundation Course at local level.

DURATION: 24 Periods of 45 minutes each – 4 Working days.

Sr. No.	Subject	(L) Lecture (D) Demonstration (P) Practice (F) Film	No. of Periods
A	B	C	D
1.	Flood hazards – Causes, Effects and Need for Community Preparedness. Secondary Effects of Land slides, Contamination & Crop damage.	L/P	2
2.	Flood rescue – Rules of river, Types & parts of Boats, Words of command for rowing.	L/P	2
3.	Life jackets – Introduction to swimming floating aids, Use of life jackets and life lines. Breast lines throw.	D/P	2
4.	Introduction to Ropes & knots – Building of rope bridges.	D/P	4
5.	Construction of improvised rafts and boats.	D/P	4
6.	Lifting and hauling devices – construction of derrick, sheer and tripod, use of block tackles.	D/P	2
7.	Operation of boats & Outboard Motors.	D/P	6
9.	Review/Test/Feedback		2
	Total		24

Training Films – The Training authority will select suitable films on any of the above topics and include for projection beyond the regular classes.

SHORT TERM CIVIL DEFENCE AWARENESS PROGRAM

LOCAL LEVEL

OBJECTIVE: To build awareness amongst the members of the Community against various hazards existing in households, offices, industries and other outdoors areas in order to motivate them to enroll as Civil Defence Volunteer.

DURATION: Each awareness program will be conducted in the form of workshops and have duration of 2 hrs each involving awareness presentation followed by demonstrations.

Sr. No.	Topics	Content
1.	Earthquake Safety	a. Earthquake hazard vulnerability b. Building Safety and National Building Code. c. Earthquake Safety Rules and Precautions. d. Emergency Methods of Rescue.
2	Transport Accidents Safety	a. Rules for Road Safety. b. Emergency Methods of Rescue. c. Bandaging & Supporting accident injuries. d. Transportation of injured.
3	Elementary Fire Safety	a. Fire hazards & Causes of Fire. b. Fire Prevention & Protection. c. Operation of Fire Extinguishers & other devices. d. Emergency Methods of Rescue.
4.	Household LPG Safety	a. Properties of LPG & its Hazards. b. Safe handling & storage of LPG Cylinders. c. Fire Extinguishers. d. Gas leakage response and precautions.
5.	Emergency First Aid	a. Basic Medical Emergencies. b. Artificial Respiration. c. Bandaging d. Transportation of injured.
6.	Emergency Casualty Handling	a. Control of Bleeding b. Supporting broken limbs & splinting. c. Improvised stretchers. d. Airway clearance & patient assessment.
7.	CPR / FBAO Training	a. Cardiac arrest and heart attack. b. Cardio-Pulmonary Resuscitation techniques. c. Foreign Body Airway obstruction drill.
8.	IED Safety	a. Introduction of Explosives & its effects. b. Identification of Safety Precautions. c. Protective barriers for public safety. d. Evacuation procedures.
9.	Flood & Water Safety	a. Introduction of Flood hazards. b. Swimming floating aids. c. Ropes and rescue of drowning victims. d. boats and techniques of operations.
10.	Community Risk Management.	a. Hazard and vulnerability assessment. b. Evaluation and Identification of total risk. c. Prioritization of Risk. d. Need for Risk Reduction measures.
11.	Industrial Risk Management.	a. Industrial hazard Risk Identification. b. Effects of Hazardous Materials. c. Risk Reduction measures. d. Safe Evacuation & Personal safety.
12.	Disease Control	a. Communicable diseases & epidemics b. Water disinfection & Purification. c. Waste Management d. Immunization & Body Substance Isolation.