



**Government of Maharashtra**

**CIVIL DEFENCE**  
**POST GRADUATE DIPLOMA IN**  
**DISASTER MANAGEMENT**

Affiliated for University of Mumbai

**PROSPECTUS & PROGRAMME GUIDE**

**CIVIL DEFENCE STAFF COLLEGE,**  
**Cross Maidan, Dhobi Talao,**  
**Mumbai – 400020**

**<http://maharashtracdhg.gov.in>**



## **PREFACE**

**The Civil Defence Organization was established to be the first to respond to Disaster (as a First Responder) and its officers and staff continue to work on Disaster Management. In order to be reduce the severity of the Incident before the emergency department arrives at the scene, the Civil Defence organization is continuously imparting disaster management training to Student, Teachers, Officers and Staff of School, College, Government, Semi Government Private Establishments and Industries.**

**This prospectus & programme booklet, you can get information regarding the 'Post Graduate Diploma in Disaster Management' starting at the Civil Defence Training College. Students and Citizens should take advantage of this training organized by Civil Defence organization.**

**All Students wishing you good luck for a bright and prosperous future.**

**Sanjay Pandey,**  
Director of Civil Defence and  
Director General of Home Guard,  
State of Maharashtra

## CORDINATOR

**Shri P.S. Sangde**

Commandant,  
Civil Defence Staff  
College, Cross Maidan,  
Dhobi Talao, Mumbai –  
400020

**Shri B.A. Mangsule**

Senior Assistance Deputy  
Controller, Civil Defence Staff  
College, Cross Maidan, Dhobi  
Talao, Mumbai - 400020

**Shri Manohar K. Mhatre** - Assistance Deputy Controller

**Shri Ananda V. Shinde** - Assistance Deputy Controller

**Shri Milind V. Jadhav** - Assistance Deputy Controller

**Shri Bhushan S. Pagdhare** - Assistance Deputy Controller

# CONTENTS

<b>No</b>	<b>Particulars</b>	<b>Page No.</b>
1	Introduction about Civil Defence Organization	05
2	Civil Defence Training College	05
3	Post Graduate Diploma in Disaster Management Information	06
4	Course Structure	09
5	Programme schedule	09
6	Gradation	10
7	Important Address	10

## 1. CIVIL DEFENCE ORGANISATION

The Civil Defence force was established in 1968 with the enactment of the Civil Defence Act in Parliament. At the time the force was engaged in the important task of equipping the citizen for self defence, protecting their finances and property, streamlining the transport system and raising the morale of the citizens. But now the Civil Defence force is part of Disaster Management Act – 2005 and is working on levels of prompt Response, Rescue, Rehabilitation, Mitigation, Preventive measures and Preparedness.

**Civil Defence training is conducted at three level –**

- 1] Local Level – At the level various types of disaster management training are imparted to teachers, students in school, collage as well as staff in government, semi government and private establishments.
- 2] State Level – State level training is organized at Civil Defence training Collage, Cross Maidan, Mumbai.
- 3] National Level – At this level training is organized by National Disaster Response Force at Nagpur NDRF Collage.

## 2. CIVIL DEFENCE TRAINING COLLEGE

Civil Defence training College – It is a central Civil Defence College in the state of Maharashtra. Established on 10 September 1963 at Baugh Issara, Nepean Sea Road, Mumbai.

In 1966, the Training College was shifted to Government's Cross Maidan, Dhobi Talao, Mumbai.

In 1966, due to the commendable contribution in Civil Defence and Home Guard Organization by former Director of Civil Defence Shri. M.J.B. Manikji, therefore government renamed the college as 'Manikji Technical Center'

The College of Civil Defence Training has been blessed with a highly experienced Instructor as their lecturer who also has played a significant role in disaster relief operation in Mumbai, Maharashtra and India. In order to provide advanced equipment and up to date amenities in the Civil Defence Training College, bhumiujan ceremony of main administrative building has been held on 30<sup>th</sup> June 2020 under the auspices of Shri. Sanjay Pandey, Director of Civil Defence and Director General of Home Guard, state of Maharashtra, Mumbai for the civil defence and home guard at Cross maidan, Dhobi Talao. It is the dream of the Honorable to make this college a modal and a leading training institution in the country.

### 3. POST GRADUATE IN DISASTER MANAGEMENT

#### **Objective**

- 1] To set up the understudies in such a manner in this way, that they become capable and confident Disaster Management experts toward the finish of the program.
- 2] To furnish the understudies with the idea and techniques for Disaster Management empower in them to plan, structure and complete Disaster Management plans/systems
- 3] To empower understudies, get ideas, devices and abilities for Disaster Management examination and investigation and its application in the proficient lead of business
- 4] To empower the understudies to pick up intuition, understanding and through information identifying with the different parts of Disaster Management
- 5] Offer a stage for creating basic deduction capacity from the view point of a Disaster Management professional.
- 6] To empower understudy, build up the capacity to take method of reasoning and educated choices by thinking about the alternate points of view and their results identified with Disaster Management.

#### **Introduction**

**Disaster management** means managing resources and various responsibilities to deal with all humanitarian aspects of emergencies. This may include preparedness before disaster, response and recovery, rebuilding and supporting society. The purpose of this is to lessen the impact of disasters.

With the same objective at the center, the Disaster Management Diploma has been introduced in the Civil Defence Training College as per the policy of the Government of Maharashtra. Due to the expert Instructor in this college, the emphasis is on ground practical training and not just theoretical training. Along with this, the skills of the trainees as enhanced in various ways such as assignments, project work, group discussions, personal Presentation etc...

The Civil Defence Training College is on track with the sole objective of creating good, expert and technically competent Disaster Management Officers for the smooth running of daily life of the common civilian in life face of various calamities that are currently looming over the word.

## **ELIGIBILITY –**

As per Govt. policy all graduates {60% and above} any stream is eligible for admission.

## **ADMISSION PROCEDURE–**

At this link <http://maharashtracdhg.gov.in> you will receive the application form and program guide. You will need to fill in the required information in the form and send the application and important documents (Attested copy) to the **Commandant, Civil Defence Training College, Civil Defence Directorate, Old Secretariat, Ground floor, Govt. of Maharashtra, Fort, Mumbai – 400032. At this address before 31 January 2021. It is mandatory to attach a DD of Rs.500/- with application otherwise admission will not be considered as confirmed.** The admissions will be done as per merit in the **Entrance test** conducted by the Civil Defence Training College. (Pl. mention 'Post Graduate Diploma Disaster Management' on envelope)

## **AGE LIMIT–**

As per the directives of Government of Maharashtra, there is no upper age limit for admission to program.

## **DURATION-**

The post graduate Diploma in disaster management can be completed in period of one year.  
Two Semesters (01 Years)

## **ACEDAMIC SESSION-**

February 2021 to December 2021

## **MEDIUM –**

Is available in English, Hindi and Marathi medium.

## **ATTENDANCE–**

In One-year programme 80% day's compulsory attendance for students. The College are close for all Saturday Sunday and Government Holliday.

## **TIME –**

Full day programme – 1030 to 1700

**TEACHING METHOD - 40 percent Lecture and 60 percent ground practical. Also visit to Manatralaya Disaster Management Control room, Fire Brigade, BARC, BPCL, Police Bomb Squad, J.J. Hospital, Bhatsa River at Vashind, Indian Meteorological Department. Etc....**

**PROGRAMME FEE TOTAL:** Rs. 59000 + 500 (Processing Charge)

Sr. no.	Fees & Deposits in Rupees	Semester I	Semester II	Total
1	Tuition Fees	12000	12000	24000
2	Examination Fees	1000	1000	2000
Sub Total		13000	13000	26000
Other Charges				
3	Field Wok Charges	5000	5000	10000
4	Identity Card	300	--	300
5	Internship	--	4000	4000
6	Convocation Charges	--	2000	2000
7	Development Charges	4000	4000	8000
8	Computer Infrastructure use	1000	1000	2000
9	Students Medical Insurance premium	1500	--	1500
10	Medical Examination Fees	200	--	200
11	Caution	5000	--	5000
12	Processing Charge	--	--	500
Sub Total		17000	16000	33500
Total		30000	29000	59500

Note: The Fee is divided by two semesters



## 4. COURSESTRUCTURE

PGDDM is a following Subject –

NO	SUBJECT
<b><u>SEMESTER - I</u></b>	
1	Basic concept and Principles of Disaster Management
2	Understand Natural Disasters
3	Understand Man-Made Disasters
4	Identify Risk Reduction and Vulnerability
<b><u>SEMESTER - II</u></b>	
5	Disaster Preparedness
6	Disaster Response Procedure
7	Disaster Emergency Casualty Management
8	Rehabilitation, Reconstruction and Recover Management
9	Project Work

All Subject are compulsory.

Students are required to submit one Assignment for each Subject and individual project work to the college before 01<sup>st</sup> November2021.

Examination date declare by College authority.

## 5. YEARLY PROGRAMME SCHEDULE

Sr.No.	Duration	Programme
<b>SEMESTER - I</b>		
1	22 February 2021 to 27 May 2021	Class Room & Field Practical Work
2	28 May 2021 to 06 June 2021	Study Leave
3	07 June 2021 to 18 June 2021	Exam
<b>SEMESTER - II</b>		
4	21 June 2021 to 22 October2021	Class Room &Field Practical Work
5	23 October2021 to 07 November2021	Study Leave
6	08 November2021 to 03 December2021	Exam

## 6. GRADATION

Assessment In two parts: 1) continuous evaluation through First Semester and Second Semester Examination with assignments carries 20%, Field Practical 20% weightage, while 60% weightage is given to term-end examination and project work will be graded once the project is submitted.

Following is the scheme of awarding divisions and grades:

<b>Division</b>	<b>Percentage Range</b>	<b>Grade</b>
I	80 and above	A-Excellent
II	60 to 79.9	B-Very Good
Pass	40 to 59.9	C-Good
Unsuccessful	Below 40	E-Unsatisfactory

## 7. Important Address

1) Director,  
Civil Defence Directorate,  
Old Secretariat Annex Building,  
Govt. of Maharashtra,  
Fort, Mumbai – 400032  
Tel. 022-22844171, 22843667, 22842423,

2) Commandant,  
Civil Defence Staff College,  
Cross Maidan, Dhobi Talao,  
Mumbai –400020  
Tel - 022-22058912

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