

**Important/NVEQF-A Pilot Project**

From

The Director General  
Secondary Education, Haryana  
Shiksha Sadan, Sector-5 Panchkula

To

The Principals,  
List enclosed

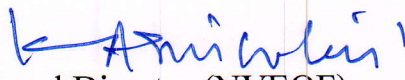
Memo. No. 6/2-2012 (NVEQF Cell)  
Dated: 19.02.2013

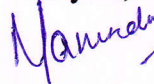
Subject: Minutes of Training in Applied Skills (Security for Level-II ) under  
NVEQF-A Pilot Project.

Please refer to the subject cited above.

A copy of the minutes of training under reference is enclosed. You are requested to ensure follow-up action for implementing the decisions taken & send action taken report to NVEQF Cell within ten days.

DA as above.

  
Additional Director (NVEQF)  
for The Director General School Education  
Haryana, Panchkula



Endst. No. 6/2-2012 (NVEQF Cell)

Dated: 19.02.2013

Copy of the above is forwarded to the following for information and necessary action:

1. The District Education Officer (Concerned).
2. Smt. Rekha Menon, Program Coordinator, Wadhwani Foundation.
3. Smt Renu Suri ,Wadhwani Foundation.
4. Vocational Coordinator (Industry) in Security skill.
5. All Concerned Vocational Coordinator (School).

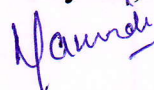
  
Additional Director (NVEQF)

for The Director General School Education  
Haryana, Panchkula

CC: 1. PS/PSSE

PS/DGSE

PS/SPD, HSSPP



| Sr.No | School Names                                  |
|-------|---|
| 1     | GSSS Naneola (95) Ambala                      |
| 2     | GSSSRohtak (2672) Rohtak                      |
| 3     | GSSS Mustfabad (184) Yamunanagar              |
| 4     | GSSS Naraingarh (30) Ambala                   |
| 5     | GSSS Beri (3261) Jhajjar                      |
| 6     | GMSSS Bilaspur (175) Yamunanagar              |
| 7     | GSSS Uncha Gaon (1082) Faridabad              |
| 8     | GSSS Palwal (1008) Palwal                     |
| 9     | GSSS Jhajjar (3099) Jhajjar                   |
| 10    | GSSS Hathin (979) Palwal                      |
| 11    | GSSS Faridbad (N.I.T No1 Tikona Park 971) Fdb |
| 12    | GSSS Firozpur Jhirka (884) Mewat              |
| 13    | GSSS Lakhan Majra (2665) Rohtak               |
| 14    | GSSS Tauru (866) Mewat                        |
| 15    | GSSS Khizrabad (4059) Yamunanagar             |
| 16    | GSSS Ugala (001) Ambala                       |
| 17    | GSSS Hassanpur (1003) Palwal                  |

## **Minutes of three days L2 training program for Security Vocational teachers**

Date of the training: 28 -30 January 2013

Venue: SCERT Gurgaon

Total No of Participants: 17

### **Name of resource persons:**

- |                          |                                  |
|--------------------------|----------------------------------|
| • Col (Retd) T.C.Sen     | Group 4 Security                 |
| • Col (Retd) K.K.Singh   | Director (Olive Business School) |
| • Col (Retd) P.K.Singh   | SSC                              |
| • Mrs Renu Suri          | WF                               |
| • Mrs Rekha Menon        | WF                               |
| • Mr Maninder Singh Gill | Industry Coordinator (Security)  |

### **The topics covered during the training were:**

- Overview of L1,
  - Security Structure And Laws Governing Private Security,
  - Work Integrated Learning – Security Services.
  - Basic Drills And Defensive Techniques,
  - First Aid Practices.
  - Disaster Structure & Emergency Response.
  - Introduction to Information Technology and Disaster Management.
  - Email Messaging.
- K



### **Specific observations:**

- Training was structured as per the L2 curriculum.
- Sessions were Interactive. In all sessions two way communications were encouraged.
- Training methodology was simple and it involved asking direct question and answers, use of PPT, group activities and role plays.
- Resource persons were very experienced and competent.
- All the vocational trainers are conscientious, willing learners, disciplined, punctual and have the potential to take the trade of security to the desired levels. They were able to relate the learning with the grass root situations. All of them have positive attitude for work.
- Security equipment was brought at SCERT and everybody was briefed about the quality of the equipment for setting up of Security Labs.
- All of them were briefed about the requirement of Private Security i.e. 25% Growth & 35% Deficiency.
- They were briefed about the PSARA Act (Private Security Agencies Regulation Act).
- They were asked to form E.R.T (Emergency Response Team) in the schools and conduct mock drills every quarter. This caters to the need of On the Job Training (OJT).
- Everybody was asked to conduct classes by using Projectors, in this regard they were asked to purchase CD's for the relevant topic.
- All the Vocational teachers had prepared their action plan.

✓

- They were briefed that the content of level-1 for class XI which should finish by Feb 2013.

#### **Issues require attention**

##### **1. Lack of coordination between School Principal, Vocational Coordinator and VT.**

**Action suggested:** Ensure a fortnight meeting to be called by the school principal with applied learning teachers and vocational Coordinators to assess the progress to NVEQF related to students attendance, curriculum status, setting up of lab, maintenance of log book for use of Generator, points discussed in meeting of SMDC and any other specific issue which requires urgent attention.-**Follow up action to be taken by the Principals.**

##### **2. Use of Computer lab to be made available for security students as well.- Action to be taken by the Principals.**

##### **3. Availability of internet in the school is essential to enable VTs to download essential vocational reading material for use of students.-Action to be taken by the Principals.**

##### **4. In Lakhan Majara the Computer lab is used by other school staff during the IT class. This is disturbing for the students when their IT class is in progress.-Principal GSSS Lakhan Majra to immediately address the issue and send report.**

##### **5. Purchase of equipment Vs non availability of secure room or any room in the school especially at Khazirabad (YNR), Tauru, Lakhan Majra, Ferozepur Jhirka( Room does not have door and window) , Naneola (Ambala) , Jhajjar , and Rohtak Bhiwani Rd.-Principal concerned to ensure safety ,availability of room till new rooms are constructed for which action has been initiated .**



6. At Rohtak Bhiwani Road school only one period is allocated for Security and class XI students run away before the class.-**This has to be addressed by the Principal and report be sent to the Department within 7 days positively.**

### **Recommendations**

#### **In house Resource persons**

Appended below is the list of VTs who can be good resource persons as they possess trade specific qualifications and work experience. They have expressed their willingness to share their learnings within the program schools as per the requirements of the school and the NVEQF program.

**Following Vocational teachers are recommended to be the resource person.**

1. Rakesh Mehta (Mustafabad) for Security Laws.
2. Surinder Singh Naneola (Ambala) for Para Jumping and IT Communications.
3. Pardeep Kumar Yadav (Rohtak) for Dock Yard Security.
4. Surender Singh Commando Jhajjar Commando training.
5. Balvinder Singh (Ugala) First Aid.
6. Gulzar Ahmed (Firozpur Jhirka) for Fire Fighting.
7. Sajjan Pal (Beri) Jajjar IT and Communication.
8. Chattar Pal (Uncha Gaon) Physical security.
9. Kirti Kumar (Tikona Park) FBD for VVIP security.

It is suggested considering the requirement for resource persons, It is proposed that the above recommended Vocational teachers to be the resource persons



on request for the existing schools where Security is allocated as one of the Applied learning trade, much in line with the norms and regulations of Govt. of Haryana .- **Principals to take action in consultation with the Principal from where teacher is to be invited as per mutual convenience and at the same time that the Instructional work in the respective schools would not be disturbed .More so this is to be done on select basis and not as a matter of routine.**

