



JHARKHAND RAKSHA SHAKTI UNIVERSITY

RANCHI

Regulation for Post Graduate Diploma in Disaster Management (PGDDM)

1. INTRODUCTION

The Post Graduate Diploma in Disaster Management (PGDDM) Programme of Jharkhand Raksha Shakti University follows the Semester Mode.

(1) PREAMBLE:

- (a) The regulation herein specified applies to full-time PGDDM Programme under Grading Semester System by the Jharkhand Raksha Shakti University, Ranchi, hereinafter, referred to as the University.
- (b) 'Full –time programme' are those programmes where the participants devote their entire available time for the studies as per schedule and are not employed.
- (c) 'Course' means a theory or practical subject that is described in Syllabus.
- (d) 'University' means Jharkhand Raksha Shakti University.
- (e) The 'Academic year' of the courses shall or ordinarily be from July to June.
- (f) An academic year is divided into two semesters. In each semester courses are offered in 15 teaching weeks and the remaining 5 weeks are to be utilized for the conduct of examinations and evaluation purposes. Each week has minimum 30 working hours spread over 6 days of week.

(2) STRUCTURE OF SEMESTER SYSTEM AND ACADEMIC YEAR:

- (a) There shall be two semester in every academic year.
- (b) The PGDDM Programme consists of two semesters.
- (c) Each semester will have 9 papers i.e. 5 theory papers and 4 practical papers.
- (d) The total marks for PGDDM course shall be 1800.
- (e) In 2nd semester student shall prepare Project & Viva (1 Paper), having total marks of 100.

- (f) A student shall have to pass separately in Theory and Practical papers of a subject in each semester.
- (g) Marks scored in Theory and Practical shall be indicated separately in the marks sheet.

2.1 Duration of the courses

The PGDDM as mentioned above shall cover a period of one full-time academic year and shall be known as the **Post Graduate Diploma in Disaster Management**.

2.2 Objectives of the Course

- (a) To minimize the risk of disasters with the effective use of ICT, Remote sensing and GIS.
- (b) To train students on various aspects of Disaster Management.
- (c) To create safe and sustainable environment by community strengthening capacity building.
- (d) To assist local administration by providing expertise in the field of Disaster Management.

2.3 Course Fee

A candidate found eligible for admission in PGDDM course, shall have to pay a fee of the course for both semesters in addition to the University examination fee, the quantum of which shall be decided by the Jharkhand Raksha Shakti University administration subject to revision from time to time. The University shall issue guidelines for the purpose in the beginning of each academic session.

2.4 Admission Procedure.

The admission process will start in the month of May.

The admission of eligible students in this course will be done through an “Entrance Test”.

The “Entrance Test” will be conducted by the University for Admission in Semester-I in the beginning of each academic session.

The Reservation rules will be same as per University rule. Only eligible students will be considered.

2.5 Eligibility for admission

A student may be admitted to the PGDDM course for the degree of **Post Graduate Diploma in Disaster Management**, if he/she is a Graduate (B.Sc. /B.Com/B.A.) from a University established incorporated by law, or any other examination recognized by the university as equivalent thereto with minimum 55% marks in aggregate.

Provided that for admission to the PGDDM course it shall be necessary for a student to have obtained qualifying marks in the ‘Admission Entrance Test’.

2.6 Medium of Instruction and Examination

The medium of instruction and the medium of examination in all the subjects shall be Hindi/ English.

(3) CONTACT HOUR SYSTEM

- 1) For the maintenance of a standard teaching- learning system, Contact Hours shall be followed for assessment of the level of learners.
- 2) One Contact Hour shall normally be of 60 minutes duration.
- 3) Taking into consideration 15 working weeks in a semester, a paper shall have a total of $15 \times 4 = 60$ contact hours.

Table- 1: Summarized Course Structure for the of PGDDM Course

Semester	Course	Full Marks	Mid- Sem		End-Sem	
			Full Marks	Pass Marks	Full Marks	Pass Marks
I.	PGDDM 101 Theory	100	30	13	70	32
	PGDDM 102 Theory	100	30	13	70	32
	PGDDM 103 Theory	100	30	13	70	32
	PGDDM 104 Theory	100	30	13	70	32
	PGDDM 105 Theory	100	30	13	70	32
	PGDDM 106 Practical	100	30	13	70	32
	PGDDM 107 Practical	100	30	13	70	32
	PGDDM 108 Practical	100	30	13	70	32

	PGDDM 109 Practical	100	30	13	70	32

Semester	Course	Full Marks	Mid-Sem		End-Sem	
			Full Marks	Pass Marks	Full Marks	Pass Marks
II.	PGDDM 110 Theory	100	30	13	70	32
	PGDDM 111 Theory	100	30	13	70	32
	PGDDM 112 Theory	100	30	13	70	32
	PGDDM 113 Theory	100	30	13	70	32
	PGDDM 114 Theory	100	30	13	70	32
	PGDDM 115 Practical	100	30	13	70	32
	PGDDM 116 Project Assignment	100	N/A	N/A	100	45
	PGDDM 117 Practical	100	30	13	70	32
	PGDDM 118 Practical	100	30	13	70	32

(4) EXAMINATION, EVALUATION AND DECLARATION OF RESULTS

4.1 Conduct of examinations: University shall conduct the End-Semester Examinations. Internal Assessment shall be conducted by the Department. For the End-Semester examinations, questions papers shall be presented by the University.

4.2 Examination Routine for End- Semester Examination shall be notified by the University which shall be normally of 3 hours duration.

4.3 Student Assessment and Progression: The performance of a student shall be evaluated on 30:70 basis i.e., 30 Marks for Internal Assessment and 70 marks for End-Semester Examination.

4.4 Activities for Internal Assessment Tests (Mid Semester Examinations): The Internal Assessment for 30 marks shall be made in the following categories of activities:

Class Tests/Unit Test = 10 Marks

Project Submission	=	10 Marks
Performance Based Evaluation	=	05 Marks
Attendance	=	05 Marks
Total	=	30 Marks

Attendance: - 5 marks, on the basis of following tabulated scheme:

Attendance %	Marks
75-80	1
81-85	2
86-90	3
91-95	4
96-100	5

- The internal assessment in theory papers of PGDDM is based on Mid-Semester Examination of **one hour** duration per paper to be conducted by the Department. Mid-semester Examination shall be conducted usually in the month of March-April and August-September.
- If a student misses the Mid-Semester Examination due to some valid reasons (to be ascertained the Department on the basis of documental proof provided by the student), the University may arrange a special Mid-Semester Examination. It shall be held for all such cases and it will be conducted within one fortnight from the date of completion of the mid-semester examination on payment of special examination fee fixed by the University.
- Re-evaluation of the answer script shall not be ordinarily allowed.
- A student can apply for the scrutiny of his/her answer script, after paying the required fee for it, within 15 days of the publication of the results. The paper shall be scrutinized by the Examination Board of the University to see if any question (or part thereof) has been left unmarked or, whether marks obtained have been transcribed correctly.

4.5 Declaration of Class in End Semester

Student who secures 45% and above marks in all theory papers taken together shall be declared to have passed their respective semester examination. However in practical subjects a student must secure 45% marks in each semester in each practical paper separately to be declared to have passed that semester.

Student who secure 60% and above marks (all semester taken together and who Complete the course within the specified period of the course i.e., one year) shall be declared to have passed his/her respective course in first class.

Student who secure 45% and above marks (all semester taken together and who Complete the course within the specified period of the course i.e., one year) shall be declared to have passed his/her respective course in second class.

Student who secure 60% and above marks (all semester taken together) and/or secure 45% and above but less than 60% of marks (all semester taken together) and who complete the course with in the maximum period i.e., 05 years shall be declared to have passed his/her respect course in first class and second class respectively. However name of such student will not be considered of award of any Medal or for merit list.

4.6 Eligibility criteria for End-Semester Examination: A Student shall be deemed qualified to appear at the End-Semester Examinations only if he/she secures minimum qualifying marks in the internal assessment Tests and maintains 75% attendance separately in every subject. For valid reasons, 5% relaxation of the attendance may be considered by the University Authority.

4.7 The Students shall carry their respective Identity-cards to the examination hall and the same shall be produced on demand. Non production of the Identity-cards may result in expulsion from the examination.

4.8 No candidate will be permitted to appear in the examination without a valid Admit Card. The **Admit card** should be presented to the invigilators/ others authorized officials for verification. The candidate's identity will be verified in respect of his/her details on the Admit Card. If the identity is in doubt, the candidate may not be allowed to appear in the examination.

4.9 Question Paper Setting and Evaluation :

University shall submit a list of the panel of Question Paper Setting and Answer Script Evaluators preferably in the beginning of each Semester. University shall update this panel to ensure that the right person does the right job at the right time.

4.10 Completion of Internal Assessment:

Internal Assessment shall be completed well before commencement of the End – Semester Examination

4.11 Evaluation:

1. Internal Evaluation of Answer Scripts shall be completed at the University level after the conduct of examination for a particular paper and each evaluator shall submit the marks sheet within the stipulated period to the University for tabulation of Marks.

2. Answer Scripts of End –semester Examinations shall be submitted to the University for Completion of the necessary coding formalities and evaluation process.

4.12 Improvement:

Improvement may be allowed to desirous student by surrendering their previous Marks-Sheet. This Option may be exercised within three academic years only. In case the students fail to improve his / her score, marks secured in the previous examination shall be retained.

4.13 The nature and type of question

The Exam Question papers shall have multiple choice questions and descriptive type questions. The question will be divided into short answer question and long answer questions.

4.14 Publication of Result.

1. Before promoted in IInd semester at least 4 papers of I semesters must be cleared.
2. Any Student who does not clear at least three papers in I semester shall be declared fail and shall not be promoted to II semester.
3. There is no provision of supplementary exam.
4. The University shall announce results semester wise.