



Govt. of India Enterprise

(Under DoT Ministry of Communication & IT, Govt. of India)



Since 1978

INSTITUTE OF HEALTH, SAFETY & ENVIRONMENT MANAGEMENT



CONSTRUCTION SAFETY



PROSPECTUS HSE

FIRST AID



INDUSTRIAL SAFETY



FIRE & SAFETY



ENVIRONMENT SAFETY



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CSR (College Social Responsibility)

An Initiative by TCIL-ITC Cuttack



Training & Placement Cell



PRACTICAL TRAINING AND PLACEMENT

The Department of Training and Placement arranges for Practical Training at National Aluminium Company Ltd. (Nalco) to the students every year in the month of June-July. Training is also arranged in top notch public/private manufacturing industries, Government Engineering Departments, Engineering Consultancy Organizations, R & D Organization and other institutions, which provide real life exposure to products and services. The Department also arranges campus interviews conducted by private and government organizations.

EFFORTS OF TRAINING & PLACEMENT

The college has a well established department of Training and Placement which has developed linkages with various leading industries, private and public sector companies, and other institutions to facilitate and assist students to get proper training and placement. The department acts as a liaison between prospective employers and students seeking employment. It conducts campus interviews, placement talks and extension lectures from time to time.

INDUSTRIAL VISIT

Industrial visit is one of the key parts of curriculum at TCIL-IT College of Fire & Safety, Cuttack, during which students visit companies and get insight regarding the internal working environment of a company and how a company functions, as well as useful information related to the practical aspects of the educational course which cannot be visualized in lectures.

The visit developed a clear idea about the functioning, working and maintenance of the plant and technology and various departments under which this industry has made a remarkable status in the market. The visit was successfully organized by the Training & Placement Department (T&P) team at TCIL-IT Cuttack.



TCIL - AN OVERVIEW

Telecommunications consultants India Ltd. (TCIL) is a leading ISO 9001 :2001 certified public sector undertaking. TCIL, a premier telecommunication consultancy and engineering company with a strong base in Telecommunication and Information Technology (IT), was incorporated in 1978 by Department of Telecommunications (DOT), Government of India under the aegis of Ministry of Communications, Headed by Minister of Communications and Information Technology.

There are four major PSUs under DoT. TCIL is one of them. Others being: Bharat Sanchar Nigam Limited (BSNL), Mahanagar Telephone Nigam Limited (MTNL) and ITI Limited.

Backed by the vast network of DoT/ BSNL/MTNL, in terms of trained and experienced manpower, research & development and training facilities, TCIL has made rapid strides. Today TCIL offers total telecom solutions for projects. TCIL has its presence in almost 45 countries mainly in Middle East Africa, South- East Africa, South East Asia and Europe. The organizational structure is formed with the objectives of providing globally world class technology and Indian Expertise in all fields of Telecommunications and to provide total quality management & excellence in project execution. In August, 2004, TCIL has concluded its one year silver jubilee celebrations. The company was incorporated on 10th March, 1978 with a very modest seed capital of Rs. 10.00 lakhs. Today, the company has net worth of Rs. 142 crs as dividend (included dividend proposed for 2003-04) and has paid up capital of Rs. 28.8 crores. At present the turnover of the company is more than 500 crores. TCIL has diversified into Information Technology and high tech projects and has very ambitious projects in IT sector which includes:

- ▶ Feasibility study for Sudan Electronic City
- ▶ Architectural Consultancy Services for the Comprehensive
- ▶ Building of a Cyber park in Sidi Abdulla in Algiers(Algeria)
- ▶ E- Governance to Arunachal Pradesh.
- ▶ Differential SMS Rating for MTNI for cellular system
- ▶ Fibre to the Home (FTTH) Project for Ministry of Communications in Kuwait.
- ▶ Kisan Call Centre, Ministry of Agriculture, Government of India
- ▶ Lawful Interception and Monitoring (LIM) System for BSNL
- ▶ Setting up of Access Control System, WI-Fi system, network up gradation, Intranet and Data Centre for Sanchar Bhavan
- ▶ IVRS and Call Centre for UTL, Nepal
- ▶ SMS Based SIM Activation & Recharge Interface System for MTNL,
- ▶ Taluk-level State-wide Wide Area Network for Govt. of Gujarat
- ▶ Jharnet project for Government of Jharkhand.
- ▶ Police modernization project for Government of Karnataka.
- ▶ Automated Form Processing System for MS Branch, Army HO, New Delhi.
- ▶ Automation of Rehabilitation and Welfare Section, Army HO.
- ▶ AMC of SFMS-32I System at CTO, Shillong.
- ▶ Installation of CRM and Billing Software and Hardware System for Bhutan Telecom.
- ▶ AMC for Online Printing Software for Prepaid cards for MTNL.
- ▶ Hardware & Software AMC for SMS Mediation system from MTNL.
- ▶ Billing System and Administrator Software for Telco's in Nepal, Zimbabwe, Swaziland, Ukraine, and Malaysia.

TCIL also provides consultancy services to cover OSI model from Physical to Application layer. Range of services includes Network Design, Security Architecture, Enterprise Management and Customized Applications to meet specific business needs of the client. TCIL has developed demonstrable expertise through successful implementation of IT projects in each of the following domain areas: Telecom, Government, Posts & Telegraph, Defence & Police, Banking and Finance, Oil & Petroleum, Cyber Parks, Power.



30th Silver Jubilee, 2008: TCIL presented a dividend cheque of Rs. 142.00 Million to the Hon. Minister of Communications & IT in the presence of the Secretary of Telecom- Government and TCIL, Bangalore.

TCIL has recently provided Architectural Consultancy for Sudan Electronic City and also for Cyber Park in Algeria. It has provided its services for building projects in Somalia and Nigeria apart from India. TCIL's own complex at Greater Kailash with all modern Intelligent Building Systems is a testimony to the expertise in this area.

TCIL has diversified into Road projects and is able to provide services to projects related to roads including National Highways. In addition to providing successful consultancy to its clients in more than 42 countries in various technology areas of Telecommunication, Information Technology and Architecture & Civil Engineering, TCIL has very strong project management capabilities to undertake turnkey projects from concept to commissioning to cover complete life cycle.

Rehabilitation of Telecom systems in Kuwait immediately after the Gulf war and restoration of Telecom Network in Afghanistan bear testimony to our turnkey project implementation capabilities. Project management capability, built up to handle projects of the size up to US\$ 50 million, as executed in Ghana and Zimbabwe, is a major strength.

TCIL has built up technological capability in all fields of Telecom and IT with its manpower resilient to fast technological changes. These achievements have been possible through strategic alliances, project execution capabilities, training and a strong will power to face the fierce competition in Telecom sector.

Even though Telecommunications is the domain identified TCIL, across various geographics it has worked, it has also developed expertise in the fields of posts & Telegraphs, Police & Defence, e-Governance, Banking & Insurance, Oil & Power etc. through successful project execution.

TCIL - IT

The business of TCIL is characterized by advanced technologies both in the fields of Telecom and IT. Technology is advancing very fast and with a view to keeping updated with the latest technology, TCIL undertakes training activities either through its own resources or through external agencies. TCIL is having strategic tie-ups to provide telecom training with the following prestigious institutes of Govt. of India :

Advanced level Telecom Centre (AL TTC), Ghaziabad
Centre for Excellence in Telecom Technology and Management, Mumbai

TCIL has also organized a number of training programs Catering to specific requirements of Telecom PTTs from various countries viz. Ethiopia, Nigeria, Kuwait, Maldives, Republic of Yemen.

TCIL-IT is managed by ICSIL, Intelligent Communication Systems India Ltd., a joint venture of TCIL, a govt. of India Enterprise & DSIDC, a Delhi government undertaking. TCIL-IT have tie-up with many government agencies to impart computer education for career advancement.

Keeping in view the rising need for quality computer professionals, TCIL has introduced a gamut of comprehensive computer courses in Software, Hardware, Multimedia , Telecom, Interior Design and Fashion Design through its countrywide network.

Over the years TCIL has built up a solid reputation for offering world class training in software hardware and multimedia courses. From Indian Army and Banks to Multinational majors TCIL-IT is being sought after by the biggest and the best for imparting IT Training. The curriculum development team of TCIL is in regular touch with today's industry and updates the course curriculum regularly to meet its demands. As the course curriculum is designed giving equal importance to theoretical knowledge and practical skills, the students will get ample time to work in computers. The placement cell of TCIL ensures suitable jobs for meritorious students. In addition to the above, TCIL has established Training Centres in 5 provinces of Afghanistan to meet the specific needs. In the process, more than 2000 Afghan officials, students and teachers have been trained during the last three years.

TCIL has recently been empanelled by Ministry of External Affairs, Govt. of India for providing training facilities to 156 Indian Technical and Economic Cooperation (ITEG) Program partner countries under ITEC/SCCAP (Special Commonwealth African Assistance Plan) training program funded by Government of India.



Signing of MOU between TCIL and NIELIT

COURSES

POST GRADUATE DIPLOMA IN HEALTH SAFETY & ENVIRONMENT MANAGEMENT (PGDHSEM)

Duration : 01 Year
Eligibility : Degree/Diploma

SCHEME OF STUDY

Semester - I

Paper-I

Safety Engineering-I: Machine Operation & Guarding, Safety in the use of Machines, Materials handling & Storage of Materials (Manual & Mechanical), Working at Different Levels, Hand Tools and Power Tools, Plant Design and House Keeping, Industrial Lighting & Illumination, Ventilation and heat Stress, Noise and Vibration, Electrical Hazards, Static Electricity, Lightning Arresters.

Paper-II

Safety Engineering-II: Agro Industry, Manufactures of Basic Metals (Ferrous and Non Ferrous), Automobile Manufacturing Activity, Textile Industry, Construction Industry, Information Technology, Safety in Docks, Safety in Boilers, Environment Protection, Work Permit, Welding Gas Cutting.

Paper-III

Safety, Health and Environment Management: Introduction, Planning, Organising for Safety, Directing for Safety, Monitoring for Safety, health & Environment, Principles of Accident Prevention, Safety, Health & Environment Education and Training, Employees Participation in Safety, Organizational Behaviour, Management Information System.

Paper-IV

Quality Control Occupational: Plant and Equipment-Safety Appraisal & Control Techniques, Hazard and Risk Identification Techniques, Accident and Incident Investigation- Reporting & Analysis, Measurement and Evaluation of Performance, Major Accident Hazards (MAH) Control System, Preparation and Assessment of Safety Audit, Major Accident control System. Safety, Health & Environmental Legislation: ILO Convention & Recommendation Concerning Occupational Health Safety, Factories Act, 1948 (Amended) Rules, Social Security Legislation, Safety, health & Environment (SHE) related Important Legislation-Salient Feature, Environmental Protection Legislation.

Paper-V

Computer Fundamentals, Operating System, Introduction to Word Processing, Spread Sheet & Charts, Presentation, Internet, E-Commerce & Multimedia Concepts.

Paper-VI

Practical: Various Types of Ladder and its use, Scaffolding, Fire Extinguisher, Computer Networking.

Semester-II

Paper-I

Industrial Hygiene & Occupational Health: Industrial Hygiene, Personal Protective Equipment, Occupational Health, Common Occupational Disease, Occupational Health Hazards, Physiology & Ergonomics at Work.

Paper-II

Safety in Chemical Industry: U.N and other Classification of Chemicals, Hazard in Unit Process & Unit Operations, Precautions in the Process and Operations Involving Explosives, flammable, toxic substances, dusts, gases, vapour cloud formations and combatting, Chemical Transportation, Transfer of Chemicals by Pipe Lines, Colour Coding, Safety Data Sheets, Work Permit, Fire & Explosion, Assessment of Fire Explosion and Toxicity, Assessment of Reliability of Vessels, Inspection, Corrosion and Erosion.

Paper-III

Safety in Engineering Industry: Introduction, Hot Working-Foundry Operation, Forging Operation, Hot Rolling Mills Operation, Cold Working-Safety in Power Presses, Machine Tools, Precautions and other Operations, Heat Treatment.



Paper-IV

Advanced Safety Management and Engineering Techniques: Process Design, Pressure System Design, Control System Design, Principles of Reliability Engineering, Risk, Emission & Dispersion, Bulk Storage, Plant Inspection, Transport Safety.

Paper-V

Environment Management: Environment Policy and Laws, Environment Management Systems, Control Strategies for Environmental Risk, Control of Environmental Nuisance, Hazardous Substances, Solid and Liquid Wastes.

Paper – VI : First Aid (Basic Life Support)

Paper – VII : Practical : Water Analysis, Chemical Analysis, Pollution Test.

DIPLOMA IN FIRE & SAFETY ENGINEERING (DFSE)

Duration : 01 Year

Eligibility : 10th Pass, + 2 in Any Group

SCHEME OF STUDY

Semester-I

Paper-I

Introduction to Fire & Safety, Safety & Accident Prevention, Fire Technology & Fire Loss Control.

Paper-II

Safety in Construction Industry : Work at different levels, Textile Industry, Welding and Cutting operation, Material Handling, PPE.

Paper-III

Safety Management and Law: Emergency Planning, Job safety Analysis, Factory Act, Fire explosion, Gas Cylinder Rules

Semester- II

Paper-IV

Computer Fundamentals, Operating System, Introduction to Word Processing, Spread Sheet & Charts, Presentation, Internet, E-Commerce & Multimedia Concepts.

Paper-V

Physics & Chemistry Fundamentals: Physics: Scalars and Vectors, Newton's law of motion, Work, power, energy and Friction, Ohm's law. Chemistry: Boyle's law & Charles' law, Chemistry Symbols, Saturation temperature & pressure

Paper-VI

Occupational Health & Safety: Safety at work place, occupational health and pollution control, Industrial Hygiene.

Paper-VII

Practical: Various types of Ladder and its use, Hydraulic Pressure Testing, Fire Fighting Operation.

DIPLOMA IN INDUSTRIAL SAFETY & SECURITY (DISS)

Duration: 06 Months

Eligibility: 10th Pass

SCHEME OF STUDY

Paper –I

Fire and Flammable Hazards Materials: Fighting out Fire, Fixed Fire Protection Facilities, Fire Equipments for Mobile Activities, Fire Investigation.

Paper -II

Module-I: Principles of Safety Management: Safety Promotion Role, Planning and Organizing for Safety, Theories and Principles of Accident Causation, Accident Reporting Investigation and Analysis,

Module-II: Safety in Construction Industry: Building Materials, Building Plans, Buildings, Construction Industry, Fire Prevention, Electrical Safety.



Paper-III

Module-III: Environmental and Health Hazard: Principles of Environmental Engineering, Engineering Control of Health Hazards, Occupational Health, Ergonomic.

Module-IV: Computer Fundamentals, Operating System, Introduction to Word Processing, Spread Sheet & Charts, Presentation, Internet, E-Commerce & Multimedia Concepts.

Paper-IV (Practical) Security: Electronic Security Components & Equipments.

Practical Training : 1 Month Full Time in National Aluminum Company Limited (NALCO), Anugul, Odisha for Industrial Training and 15 days in Cochin Port Trust for Fire & Safety.

POST DIPLOMA IN INDUSTRIAL SAFETY (PDIS)

DURATION : 1 YEAR

ELIGIBILITY : DIPLOMA/DEGREE

1ST SEMESTER COURSE OF STUDY

- 1 SAFETY MANAGEMENT
- 2 INDUSTRIAL SAFETY ENGG-I
- 3 HAZARD IDENTIFICATION & RISK CONTROL
- 4 SAFETY IN CHEMICAL INDUSTRY
- 5 COMPUTER FUNDAMENTALS
- 6 ELECTIVE (ANY ONE)
 - a. E1 SAFETY IN ENGINEERING IN
 - b. E2 APPLIED ERGONOMICS
 - c. E3 SAFETY IN MINING INDUSTRY
- 7 PROJECT/PRACTICAL

2ND SEMESTER COURSE OF STUDY

- 1 SAFETY & LAW
- 2 ENVIRONMENTAL EDUCATION & DISASTER MANAGEMENT
- 3 INDUSTRIAL HYGIENE & OCCUPATIONAL HEALTH
- 4 INDUSTRIAL SAFETY ENGINEERING -II
- 5 ELECTIVE (ANY ONE)
 - a. E1 SAFETY IN CONSTRUCTION INDUSTRY
 - b. E2 DOCKS & PORT SAFETY
 - c. E3 BEHAVIOR BASED SAFETY MANAGEMENT
- 6 "TECHNICAL SEMINAR (PPT PRESENTATION), INDUSTRIAL HYGIENE & OCCUPATIONAL HEALTH LAB, SAFETY AND ENVIRONMENTAL ENGINEERING LAB."
- 7 FIRST AID(BASIC LIFE SUPPORT)

ACADEMIC RULES

Dear Student

We congratulate and thank you for thoughtful decision to choose TCIL-IT for HSE Course. As you are aware TCIL-IT is a Computer Education/HSE wing of TCIL (Telecommunication Consultants India Ltd.) an IS/ISO-9001-2001 company a Govt. of India Enterprise, under Ministry of Communication and Information Technology which aims to provide quality Education at reasonable fee structure.

We hope you will make full use of facilities and skill offered by TCIL-IT to advance in your career. In order to become really effective and to reap full benefits of the training certain rules are to be followed by every student of the Centre.

You are requested to read through the rules that follow and to strictly maintain these to upkeep your dignity and decorum of the Institution.

1. ADMISSION

- 1.1 Admission to the HSE courses of TCIL-IT is based on the eligibility norms and on an aptitude test when applicable. However, eligibility is no guarantee for admission.



- 1.2 Admission granted to a particular student is non-transferable. Fee paid by the student is also non-refundable.
- 1.3 Students granted admission is required to produce Original Certificates for verification of their academic qualifications.
- 1.4 All students when admitted should submit 1 passport size and 2 stamp size colour photographs, Xerox copies of certificates duly attested and a conduct certificate in original.

2. IDENTITY CARDS

- 2.1 All students shall be issued with identity cards, bearing their photographs and other relevant details. Students should carry this ID Card always with them and should produce it when requested by the staff of the Centre.
- 2.2 Once an ID card is lost or misplaced a duplicate will be issued for which a written request together with a fee of Rs. 50/- is to be submitted.
- 2.3 Students are required to return their ID-Cards on completion of their courses.

3. TEACHING METHODOLOGY, ATTENDANCE & EXAMINATION

- 3.1 The medium of instruction for all courses shall be English. Theory classes/laboratory exercises & tests/Class room exercises and tests/group tasks will form integral part of the training programme.
- 3.2 The minimum attendance for attending the examination is 75%
- 3.3 Examination Fee per paper will be Rs. 150/-. A fee of Rs. 150/- is to be paid per paper for the subsequent.
- 3.4 Examination are ONLINE for all courses.
- 3.5 Course material will be provided by centre.

4. GRADING PATTERN

- 4.1 40% of the total marks in each of the subject to pass an examination and minimum 50% of total marks required for certification.
Grading shall be as detailed below-

Minimum Certification	:	50%	
50% to 59%	:		B Grade
60% to 69%	:		B + Grade
70% to 79%	:		A Grade
80% above	:		A + Grade
- 4.2 Final certificate will be issued by Head Office only after it verifies (and duly certified by the Centre) that the student has passed all the relevant examinations, has met the minimum requirements related to internal tests/evaluations & to attendance and has paid all dues.

5. LIBRARY

- 5.1 The library is equipped with books.
- 5.2 Students wishing to borrow should deposit a refundable caution deposit of Rs 500/-. For which valid receipt shall be issued. Library-in-charge will then issues a membership card for such students. One book at a time can be borrowed using the membership card. Borrowed books can be kept for a period of 1 week. Returning the book there after shall invite a fine of Rs. 20/- per day.



- 5.3 Caution deposit shall be repaid once the student surrenders the Membership Card, Receipt and return the book(s) borrowed by him/her.
- 5.4 Students who return books in mutilated state will be required to pay the cost of the book or to replace the copy with a new one.
- 5.5 Duplicate Membership Card will be issued if the original card is lost or misplaced by paying Rs. 25/- together with a written request.

6. FEES & SCHOLARSHIP SCHEME

- 6.1 Fee for the courses can either be paid in lumpsum / limited / monthly instalments as per the fee structure in force from time to time.
- 6.2 A percentage of fee concession / scholarship and seat reservation are given to eligible candidates as per TCIL-IT norms. For such claim, valid proof must be produced when seeking admission.
- 6.3 Instalments of fees are to be paid on or before due date, failing which a penalty of Rs. 100/- for the first week and Rs. 20/- per day thereafter shall be levied. After a period of 2 weeks of non-payment the Centre Manager is at liberty to strike off the name of the student from the rolls.
- 6.4 From time to time the Centre Manager may announce Scholarship Schemes. Meritorious students based on an aptitude test shall get fee concession.

7. OTHER RELEVANT POINTS

- 7.1 Normally no break in studies is permitted during the tenure of a course. In special cases the Centre Manager may sanction, special leave up to 30 working days, on a written request citing valid reasons.
- 7.2 Students who take leave for more than two weeks without valid reason will be removed from the active roll register. They can seek Re-Admission only by paying Re-Admission fee of Rs. 500 and all other fee dues.
- 7.3 Generally, transfer from one Centre to another is not granted. However, under special circumstance a transfer can be granted with the concurrence of the TCIL-IT Regional Coordinator and the Centre Manager. A transfer fee equivalent to 5% of the total course fee shall be charged by source centre for such transfers.
- 7.4 Downgrading of course is strictly not permitted.
- 7.5 Upgrading of course is allowed. For example, a student pursuing 6 months course can upgrade to one-year course, so on.
- 7.6 Shifting from one batch to another is subject to availability of seats and to the discretion of Centre Manager.
- 7.7 Students who are found undisciplined in the Centre and not adhering to the rules and regulations of the Centre are liable to expelled, without assigning any reason, whatsoever.
- 7.8 No outside floppies, CD ROMs, DVDs or cassettes are permitted in the laboratories. Eatables and other outside material are not permitted in the classrooms or laboratories.
- 7.9 Centre Manager is the sole authority on the matters of discipline and decorum and his decisions in the matter will be final and binding.
- 7.10 Mobile phones are strictly not allowed inside TCIL- IT Centre.



8. HOSTEL RULES AND REGULATION

- 8.1 Ragging is strictly prohibited in any form; if someone found guilty, severe action will be taken.
- 8.2 Students are not allowed to consume alcoholic, narcotic drugs or any intoxicating substance in the hostel premises.
- 8.3 Students should not keep any unauthorized property and unauthorized guests in his room.
- 8.4 No person, either guest or otherwise shall be permitted to stay overnight in any part of the hostel.
- 8.5 Students are responsible for the safekeeping of their valuables. Students should provide their own locks and should take proper care of their belongings.
- 8.6 Students are not allowed to arrange any group religious activities in their room.
- 8.7 Students should handle hostel equipments, furniture, mess property carefully and not abuse or tamper with it. If so then applicable fine will be charged by the hostel management.
- 8.8 Students have to use water and electricity judiciously. If fan, tube, etc., found ON in the absence of the students at their rooms, fine will be charged by hostel authorities.
- 8.9 Students should switch off the lights and fans when rooms are not in use.
- 8.10 Garbage and wastage only be put at garbage box available nearby hostel premises.
- 8.11 Students during their stay in the hostel will be governed by the hostel management rules.
- 8.12 Every case of illness and accident must be reported immediately to the hostel authorities.
- 8.13 No function or celebration shall be organized at hostel premises except with the permission of the hostel authority.
- 8.14 All matters relating to differences among students and complaints against theft shall be brought to the notice of the hostel management. No police complaint will be lodged by the student before taking prior permission from the hostel management.
- 8.15 Any complaint from the neighbors/society will result in strict action.
- 8.16 Students indulging in use of abusive and threatening language, physical fights, use of force to get unfair act accomplished, etc. will be punished. Further, they are liable to be expelled from the hostel/ Institute.
- 8.17 Playing music/record player etc. loud enough to cause disturbance to his neighbor(s) is prohibited. Defaulters will be punished.

