

INFORMATION BROCHURE

FOR ADMISSION

**TO
FIRST SEMESTER POST DIPLOMA IN INDUSTRIAL SAFETY
2018-19**

**GOVERNMENT & PRIVATE INSTITUTES OF
ODISHA**



**Directorate of Technical Education & Training, Odisha
Killamaidan, Buxibazar, Cuttack – 753001,**

IMPORTANT NOTES

Candidates for admission to Post Diploma in Industrial Safety have option to apply through ON-LINE mode ONLY. There will be no OFFLINE mode of submission of Application Form.

1. This Information Brochure is for admission to Post Diploma in Industrial Safety courses for the Academic Year 2018-19 only. Its contents are subject to change without prior notice.
2. Admissions to 1st semester Post Diploma in Industrial Safety shall be made according to the merit rank drawn on the basis of marks secured by a candidate in the qualifying examination through web based e-counseling.
3. **Application fee for Centralised Admission 2018-19 :**
The candidate has to make payment of application fee (Non-Refundable) amounting to (i) Rs.300/- (Rupees Three Hundred) only during verification of documents at the Nodal Centre.
4. Original certificates, mark sheets and other documents will be verified at the time of counseling with respect to eligibility, category and reservation that a candidate is claiming.
5. The claim of admission will be rejected if a candidate does not appear personally and submit the certificates, mark sheets, other necessary documents at the time of Counseling.
6. The admission may be cancelled at any time if certificate / mark sheet / any other documents are found to be forged or manipulated.
7. A candidate will not be considered for admission, if he/she fails to substantiate his/her claim with respect to Reservation, Category, Residence, DOB, Qualification etc. with original documents at the time of counseling.
8. Submission of on-line application does not automatically confirm the right of admission to Post Diploma in Industrial Safety.
9. The details of the Counseling Procedure shall be available in the website (www.dtetorissa.gov.in) before commencement of the counseling schedule.
10. The candidate is advised to remember the **Application Number, Pass word** for future correspondence.

Note: The Courts at Cuttack alone shall have the jurisdiction to settle and decide all matters and disputes related to Centralised Admission-2018-19

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FORMS

Form – I	SC/ST Certificate by Birth
Form – II	Certificate of Ex-Serviceman category candidate's parent
Form – III	Certificate of Authenticity of Odia's belonging to out lying Odia speaking Tract (L Category) (Part-I & Part-II)
Form – IV	Certificate of Employment of Candidate's Parent/ Spouse
Form – V	Certificate of Permanent Resident
Form – VI	Certificate of Physical Fitness
Form-VII	Annual Income Certificate of Parents / Financing Guardian

1.1 INTRODUCTION:

Rapid Technological Development and large scale mechanization are posing complex problems in Safety and Health of Industrial Workers. Accident rate in Indian Industry is very high and is disproportionate to the growth of Industries. Ensuring Safety and Health at work place is an important need for the Management in the present Industrial scenario. In order to fulfill the need services of qualified safety professionals in the Industry to plan, implement and monitor accident prevention environment is essential. So it is necessary that a Safety Officer should possess appropriate qualification and required exposure in live environment in order to discharge desired duties and shoulder responsibility to ensure risk free environment in work place. Keeping in view the roles & responsibility of Safety Officer, a Post Diploma having one year duration has been designed by SCTE&VT with the support of Directorate of Technical Education & Training in order to equip the students with appropriate knowledge, skill and attitude to perform various job functions effectively & efficiently.

1.2 ADMINISTRATION AND CERTIFICATION:

The Government Polytechnics/ Engineering Schools of the State affiliated with SCTE&VT imparting Post Diploma in Industrial Safety Course are under the direct supervision of the **Directorate of Technical Education & Training (DTE&T), Odisha, Cuttack**, with administrative control of the Skill Development & Technical Education Deptt., Government of Odisha, Bhubaneswar. This Course is conducted under Semester pattern with certification of the **State Council for Technical Education & Vocational Training (SCTE&VT), Odisha**.

1.3 TRAINING AND PLACEMENT:

In order to facilitate recruitment of the passed out students in different Industries/ Organizations through off campus/ in campus, Training & Placement Cell has been established in each Institute. Further a Central Placement Cell at Directorate of Technical Education & Training, Cuttack is functioning to facilitate placement in various Central/ State Govt. Departments, PSUs and other establishments. Post Diploma Industrial Safety pass outs are being employed with attractive salary and perks.

1.4 CURRICULAR DEVELOPMENT ACTIVITIES:

Constant Endeavour is being made to update the syllabus as per the need of the Industry and advancement of technology. Seminar and co-curricular activities are regularly conducted among the students for all round development of future technicians. It ensures a fundamental and common approach to equip future technicians to face the emerging challenges of Industries in particular & Society in general.

It provides uniform basic knowledge and skill competencies relevant to Industries, with vertical and horizontal mobility of the students for their professional growth.

CHAPTER – 1

ABBREVIATIONS AND TERMS USED

“Allotted Seat”	means “Seat allotted during counseling”
“BSE”	means “Board of Secondary Education, Odisha”
“Department”	means “Skill Development & Technical Education, Deptt. Govt. of Odisha, Bhubaneswar”
“DTE&T”	Director of Technical Education & Training, Odisha
“ES”	means “Ex-Servicemen and their Wards” of Odisha.
“HSC”	means “High School Certificate” examination.
“Intake”	means “Sanctioned Intake”
“NCC”	means “Nodal Centre for Counseling”
“PH”	means “Physically Handicapped” of Odisha.
“Reported seat”	means “Allotted seat confirmed after physical reporting at the allotted institute”.
“SCTE&VT”	means “State Council for Technical Education & Vocational Training (Affiliating Board)”.
“SC” / “ST”	means “Scheduled Caste / Scheduled Tribe of Odisha”
“SF”	means “Self Financing scheme”
“State Govt.”	means “Government of Odisha”

CHAPTER-2

2.1 GENERAL INFORMATION

- 1) The **ONLINE** Application Form for Post Diploma Course in Industrial Safety is available in the website (www.dtetorissa.gov.in), which may be filled up correctly and should be submitted on or before due date & time.
- 2) Any candidate who has been disqualified or debarred by the University or Board or any other Statutory Board shall not be eligible for admission for the period he/ she has been debarred.
- 3) Canvassing in any form is strictly prohibited. Further, if any candidate, person or official engages himself/ herself in any unlawful Act that results or indulges in any kind of unfair means in the Admission procedure, he/she shall be liable to prosecution under relevant law as per Indian Penal Code.
- 4) The Principal of the concerned Institute shall satisfy himself regarding the authenticity of all documents/certificates submitted by the candidates for the purpose of their admission and shall be verified by the Institution from the issuing authority. The Principal/ Authority of the verifying Institution shall be held solely responsible for any ineligible/ irregular admission made in the Institute which shall not be regularized by the DTE&T
- 5) If a candidate is admitted on the basis of the information submitted by him/ her, which is found to be incorrect/ false later on, his/ her admission shall be cancelled and all fees/ dues paid by him/ her shall be forfeited. The DTE&T, Odisha/ Institute may also take further action, as deemed fit, against the candidate and his/ her guardian in accordance with provisions of law.
- 6) Fulfilling eligibility for Post Diploma in Industrial Safety with respect to qualification shall be proved by the candidate at the time of counseling. The candidate may seek admission at his/her own risk and cost and if he/ she is found ineligible at any time, his/ her entire dues shall be forfeited and his/her admission shall be cancelled for which he/she shall have no claim, whatsoever.
- 7) Candidates seeking admission in private unaided institutions are advised to ensure that they are lawfully admitted failing which, they shall not be authenticated by the DTE&T and shall not be registered by the State Council for Technical Education & Vocational Training (SCET&VT), Bhubaneswar and they themselves shall be responsible for any such lapse.
- 8) The decision of the DTE&T, Odisha in all matters relating to the admissions shall be final and binding.
- 9) All disputes pertaining to counseling for making admissions for the session 2018-19 are subject to the jurisdiction of Courts at Cuttack only. The DTE&T shall be the legal authority in whose name the State may sue or may be sued for this purpose. No suit, prosecution or other legal proceedings shall be against the State of Odisha or any Officer of the State Govt. or the Counseling Agency or SCET&VT, for anything which is done in good faith or intended to be done for the purpose of counseling.
- 10) Always quote your Application Form No while making correspondence regarding admission to Post-Diploma Course.

2.2 IMPORTANT INFORMATION FOR CURBING RAGGING:

- 1) **The following will be termed as the act of ragging : Any disorderly conduct whether by words spoken or written or by an act, which has the effect of teasing, treating or handling with rudeness any other student(s), indulging in rowdy or indiscipline activities which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in fresher or junior student(s) or asking the student(s) to do any act or perform something, which such student(s) will not do in the ordinary course and which has the effect of causing or generating a sense of shame or embarrassment so as to adversely affect the physique or psyche of a fresher or a junior student.**
- 2) **Ragging in Educational institutions is banned and any one indulging in ragging is likely to be punished appropriately, which may include expulsion from the Institution, suspension from the institution or classes for a limited period or fine with a public apology. The punishment may also take the shape of (i) withholding scholarships or other benefits, (ii) debarring from representation in events, (iii) withholding results, (iv) suspension or expulsion from hostel or mess, and the like. If the individuals committing or abetting ragging are not/ cannot be identified, collective punishment can be awarded to act as a deterrent.**
- 3) **In pursuance to the order of the Hon'ble Supreme Court passed in Civil Appeal No. (S) 24295/2004, if any incident of ragging comes to the notice of the Authority, the concerned student shall be given liberty to explain and if his/her explanation is not found satisfactory, the authority would expel him/her from the Institution.**
- 4) **Directions of the Hon'ble Supreme Court passed in the judgment of Civil Appeal No.887/2009 to control ragging in Educational Institutions should be strictly followed. As per the order of the Hon'ble Supreme Court some of the salient measures shall be taken for information of students/guardians.**

- a. The serious view taken by the Hon'ble Supreme Court of India on ragging may be brought to the notice of all students
- b. All students should be made aware of punishment to be awarded to them if they are found to be involved in ragging.
- c. All students shall submit two affidavits (One by the student & other by his/her Parent/ Guardian) in the AICTE prescribed format collecting from the Institution, (duly verified by OATH COMMISSIONER) within a week of reporting to the effect that they will never be involved in ragging students during their study in the institute.
- d. At the time of counseling students should be made aware to file complaints if seniors are indulging in ragging.
- e. An Institutional frame work should be put in place where the students can file complaint against ragging.

CHAPTER - 3

3.1. ELIGIBILITY CRITERIA FOR ADMISSION TO 1ST SEMESTER POST-DIPLOMA IN INDUSTRIAL SAFETY

COURSE	DURATION	ENTRY QUALIFICATION
First Semester Post-Diploma Industrial Safety	1 year (2 Semester)	1. A recognized Degree in any branch of Engineering or Technology, preferably from an Institute under UGC recognized University securing a minimum aggregate of 55 % of marks. OR 2. A recognized Degree in Science having subjects Physics and Chemistry preferably from an Institute under UGC recognized University securing a minimum aggregate of 55 % of marks OR 3. A recognized Diploma in any branch of Engineering or Technology recognized by SCTE&VT, Odisha securing a minimum aggregate of 55 % of marks

- 3.2. The candidates sponsored from Industries for pursuing Post Diploma in Industrial Safety shall produce **No Objection Certificate** from the competent authority of the employer at the time of document verification.

CHAPTER - 4

SCHEDULE FOR CENTRALISED ADMISSION-2018-19

1	Submission of application forms ONLINE	Up to 13.06.2018
2	Verification of credentials at different Nodal Centres, Validation and collection of application fees	19.06.2018 to 23.06.2018
3	Generation of Rank	25.06.2018
4	Choice filling and locking by Candidate from any Computer having Internet facility	27.06.2018 to 30.06.2018
5	Declaration of Result and allotment of Institute on Website : www.dtetorissa.gov.in	02.07.2018
6	Reporting of Candidate at the allotted Institute for admission	06.07.2018 to 09.07.2018
7	Declaration of academic calendar by SCTE&VT, Odisha	03.07.2018
8	Beginning of Classes for the Academic Session 2018-19	01.08.2018

N.B. : The DTE&T, Odisha will not be held responsible for non-receipt of **ONLINE** Application Form through website www.dtetorissa.gov.in for any reason what so ever may be.

CHAPTER – 5

HOW TO APPLY FOR ADMISSION TO 1ST SEMESTER, POST DIPLOMA IN INDUSTRIAL SAFETY- 2018-19 THROUGH ONLINE MODE

Before applying, candidates are advised to read the eligibility criteria at **Chapter-3** carefully. A candidate can apply for **Centralised Admission in Post Diploma in Industrial Safety** through **ONLINE** mode only. If a candidate does not fill the category option to which he/she belongs, then he/she will be deemed to be a '**GENERAL**' category candidate.

1. To apply **ONLINE** application for **Centralised Admission to Post Diploma in Industrial Safety**, the applicant has to visit website <http://dtetorissa.gov.in>. Please use Internet Explorer 6.0 browser or above while applying online.
2. Download "Information Brochure by clicking the link "Information Brochure".
3. Read carefully the Information Brochure before filling and submitting application form.
4. Click the link "Online Application for Centralised Admission "to fill the application form as new Registration
5. Follow the steps to fill and submit application form online:
 - i. Enter name of the candidate (as in the HSC / 10th Standard Certificate)
 - ii. Enter Name of the Father/ Legal Guardian (as in the HSC / 10th Standard certificate)
 - iii. Enter Name of the Father/ Legal Guardian (as in the HSC / 10th Standard certificate)
 - iv. Enter Date of Birth (DD/MM/YYYY format) as per HSC / 10th Standard Certificate
 - v. Choose Domicile option (only one option can be chosen, please refer clause 9.1 in information brochure for clarification. This option is available for Indian resident applicants.)
 - S (Odisha State applicants)
 - Z (Outside Odisha State applicants)
 - L (Odias living in outlying Odia speaking tract)
 - vi. Enter Nationality
 - vii. Enter Complete Present Postal Address
 - viii. Enter Complete Permanent Postal Address
 - ix. Enter E-mail ID
 - x. Enter Mobile Number (10 digit only)
 - xi. Choose Category (only one option can be chosen. Please refer clause 9.2 (viii to ix) in information brochure for clarification. This option is available for "S" domicile applicants.)
 - SC (Scheduled Caste applicants)
 - ST (Scheduled Tribe applicants)
 - GE (applicants other than SC and ST category)
 - xii. Choose Sub Category (more than one option can be chosen. Please refer clause 9.2 (x to xvi) in information brochure for clarification. This option is available for "S" domicile applicants)
 - GC (Children of Green Card Holder)
 - PH (Physically Handicapped)
 - ES (Children/Wards of Ex-servicemen)
 - NC (National Cadet Corps)
 - SP (Sports)
 - xiii. Enter details of academic qualification
 - Name of the Institution from which passed
 - Examination passed
 - Name of the Board/University from which passed
 - Year of passing
 - Marks secured in the qualifying examination (CGPA/Percentage)
 - xiv. Enter University/ Board/ Council registration number
6. Submit the application by clicking "Submit" option available in the application form. Applications complete in all respects will be displayed for Edit/ Final submit button. The candidate can either edit the DATA for any

modification by clicking “Edit” option or confirm the Application Form by clicking “Final Submit” option. After confirmation, the DATA can’t be modified. The application number will be displayed on the screen.

7. Applicants who are not able to get or see application number after clicking “Final Submit” option, their application form is not saved and they can fill and submit application form again.
8. On successful submission, an application number will be generated, the applicant has to remember or keep his/her application number by taking printout of the filled in application form for future reference.
9. The application number and password shall be sent to the registered e-mail ID for subsequent login.
10. After generation of rank card, the candidate has to fill up the choice of Institutions in order of preference by using the application number and password communicated in the registered e-mail ID.

CHAPTER – 6

SELECTION PROCEDURE:

- A. All the eligible candidates will be awarded with a rank according to their merit drawn on the basis of marks secured by a candidate in the qualifying examination as mentioned at Chapter-3(3.1) through web based e-counseling.
- B. **Selection for admission to Post Diploma in Industrial Safety Course will be on the basis of merit rank** awarded as mentioned above at ‘A’. For candidates from different qualifying examination obtaining equal marks in the merit, the candidate having Degree in Engineering or Technology will get preference to Degree in Science and Degree in Science to Diploma in Engineering or Technology. For candidates from similar qualifying examination obtaining equal marks in the merit, the senior in age will get preference to others.

CHAPTER – 7

HOW TO GET RANK CARD AND ALLOTMENT OF INSTITUTE

1. Information on centralized admission for the session 2018-19 for Post Diploma in Industrial Safety and Nodal Centres for verification of documents can be obtained from the website : www.dtetorissa.gov.in
2. **Result**
Result will be available on the Websites: www.dtetorissa.gov.in
- i. **Rank Card** and **Allotment of Institute** can be downloaded from the website: www.dtetorissa.gov.in after the date of publication of allotted Institute.

CHAPTER - 8

AVAILABILITY OF COURSES WITH INTAKE CAPACITY AND INSTITUTION DETAILS

1. The seats shown below in Post Diploma in Industrial Safety in Govt. & Private Institutes are as per the approval of Government in Skill Development and Technical Education Department for the session 2018-19.
2. Counseling shall be done for all seats of Govt. and Private Institutions affiliated with Post Diploma in Industrial Safety.

List of Approved Institutions with intake capacity for the academic year 2018-19

Sl. No.	Name of the approved Institutions for the year 2018-19	Approved Intake
GOVERNMENT INSTITUTIONS		
1.	Umacharan Pattnaik Engineering School, Berhampur, Ganjam-760010	30
2.	Utkalmani Gopabandhu Institute of Engineering, At/Po:Jail Road, Rourkela, Sundergarh-769004	30
3.	SKDAV Government Polytechnic, Rourkela, At/PO:Basanti Nagarm Sundergarh-769012.	60
GOVERNMENT SPONSORED AUTONOMOUS INSTITUTION		
4	Multi Disciplinary Centre on Safety Health & Environmental, IDCO, Plot No.-4, Chandka Industrial Estate, Bhubaneswar-751024	60
PRIVATE INSTITUTIONS		
5	Asian Workers Development institute (AWDI), Bastia Smruti Sadan, Sector-6,Rourkela-769002.	90
6.	Challengers Academy of SHE (Safety, Health & Environment), Mahavirnagar, Palashpur, Bhubaneswar.	90
7.	Chinmay Institute of Fire and Safety Engineering, At:Mahanivihar, PO:Swanparbat, Sector-22, Fertiliser, IDL Road, Rourkela-769016.	90

8.	Dr.Ambedkar Memorial Institute of Industrial Safety (DAMIIS), At/Po:Jagada, Rourkela-769042.	60
9.	Hingula Institute of Industrial Safety and Environment Science, At:Thakurpatna, Po:Sankachila, Jajpur Road.	30
10.	Koel Institute of Industrial Safety, At:Delposh, Plot No. 677, Po:Jabaghat, Rourkela-42.	90
11.	Samanta Chandra Sekhar Institute of Post Diploma in Industrial Safety (SCIPIS), At:Janiguda, Po:Similiguda, Dist:Koraput-764036	30
12.	Sivananda Institute of Industrial Safety, At:Anandbazar, PO:Santhapaeda, Dist:Angul-759101	30
13.	BEST Institute of Industrial Fire & Safety (BIIFS), Plot No.10/857, Santoshpur, Po:Birsa, Dist:Sundergarh-770036.	30
14.	Purushottam Institute of Industrial Safety, At:Purushottam Vihar, Po:Mandiakudar, Sundergarh-770034.	30
	TOTAL	750

CHAPTER –9

RULES FOR ADMISSION

9.1 DOMICILE:

Odisha State Candidates (S – Domicile)

For admission to 1st Semester Post Diploma in Industrial Safety under State Domicile, a candidate has to satisfy at least one of the following criteria.

- The Candidate must have passed H.S.C/ 10th examinations declared equivalent by BSE, Odisha from any of the recognized institution in the State and any of the qualifying examination with required aggregate of marks as mentioned at Chapter-3.
- Parent of the candidate must be permanent resident of Odisha. To claim benefit under this class, candidate shall furnish a permanent resident certificate from a Revenue Officer not below the Rank of Addl. Tahasildar of the area where his/her parents have permanent residence in **Form-V**.
- Sons/ daughters/ spouse of the permanent employees of the Government of Odisha/ Government of India/ Government of Odisha undertakings/ Government of India undertaking serving in the State of Odisha at the time of application. To claim this benefit under this **S-Domicile**, candidate has to submit a certificate from the Employer of his/her parents/spouse in the prescribed form in **Form-IV**.
- The reservation facility to the Children / wards of All India Civil Service Officers serving in the State at par with the natives of Odisha except the reservations being extended to ST, SC and SEBC categories so far as admission to Professional / Technical Institutions in the State is concerned.

NB : A candidate coming under 'S' domicile, but not permanent resident of Odisha is not eligible to claim reservation. However, the children/ ward of all India Civil Service Officers serving in the State can avail the reservation in all categories except ST, SC.

Outside State Candidates (Z – Domicile)

Any candidate who does not satisfy any of the criteria for the 'S' Domicile will be treated as outside State Candidate (Z). 15% seats are reserved for "Z" candidates in 1st Semester of Post Diploma in Industrial Safety in Private Institutions only.

Odias living in outlying Odia speaking tracts (L – Domicile)

0.5% seats are reserved for Odia students living in the outlying Odia speaking tracts in 1st Semester.

9.2 RESERVATION OF SEATS UNDER STATE DOMICILE:

There are some seats as mentioned below reserved for SC / ST / Son & Daughter of Green Card holders / ES / PH / Women / SP / NCC category wise as per Govt. directives from time to time.

1.	For SC	16.25%
2.	For ST	22.5%
3.	For Children of Green Card Holder	5%
4.	For Children / Wards of Ex-Servicemen	2%
5.	For Physically Handicapped	3%
6.	For Women students in all Co-ed polytechnics Engineering Schools in each category	30%
7.	The sports candidate representing the state during last two years	0.5%
8.	Candidate passing NCC (A or B or C certificate examination)	1%

N.B. : In case of change in percentage/ condition of reservation of seats mentioned above on the basis of order/ instruction of competent authority, it will be intimated to the candidates before commencement of counseling and admission shall be made accordingly.

- i. The Selected Candidates other than Physically Handicapped shall have to produce a Medical Fitness Certificate from a Government Doctor not below the rank of Asst. Surgeon to the effect that the candidate is fit to prosecute studies in Post Diploma in Industrial Safety in **Form-VI**. However Government of Odisha / DTE&T will not be responsible if a candidate faces difficulty during the course of study or during employment on medical ground.
- ii. Candidates belonging to SC/ST (**by birth not by marriage or adoption**) reserved category shall furnish original Caste Certificate in the proforma in **Form-I** from the competent authority at the time of document verification.
- iii. Scheduled Caste / Tribe persons who have migrated from the State of Origin to some other state for the purpose of seeking education, employment etc. will be deemed to be Scheduled Caste / Tribe of the State of his origin and will be entitled to derive benefits from the state of origin and not from the State to which he has migrated (Vide Govt. of India letter No. BC/16084, 1.82-SC and BCS/dated 22.02.1985).
- iv. Candidates applying under Green Card reservation shall submit original Green Card at the time of document verification The Green card must have been issued by Family Welfare Department, Government of Odisha and should not have been used more than once prior to claiming admission under this reservation.
- v. Candidates applying under Ex-Servicemen reservation shall have to furnish original certificate in the prescribed format in **Form-II** at the time of document verification. **The admission under Ex-Serviceman category shall be strictly on merit basis.**
- vi. In case of Physically Handicapped candidates, certificate from the Chief District Medical Officer indicating the percentage of handicap and recommendation that he/she shall be able to prosecute studies in Post Diploma in Industrial Safety shall have to be submitted in original for verification at the time of Counseling. The candidates having 40% disability and above, as approved by competent authority will be considered under the seats reserved for PH candidates. If any candidate fails to produce such certificates from the CDMO along with physically handicapped identity card issued by District Social Welfare Officer (DSWO) on the day of Counseling, then his / her case will not be taken into consideration under PH reservation.
- vii. Candidate applying under **Z** category shall have to submit the original HSC / 10th standard certificate and certificate of qualifying examination as mentioned at Chapter-3 along with mark sheets of the institute located in their State which is declared equivalent to the qualifying examination as mentioned at Chapter-3 and Resident Certificate of their State at the time of document verification.
- viii. Candidates applying under **L** category shall have to submit original certificate in the prescribed **Form-III (Part-I & II)** at the time of document verification.
- ix. Candidates applying under sports reservation shall submit original sports certificate issued/countersigned by Director of Sports and Youth Services, Odisha or any competent authority as declared by Government from time to time at the time of document verification. Such candidates must have represented the state in the sports events at the National Level within two years time prior to the year of admission vide G.O. No. 81376 dt.11.12.1996, Govt. of Odisha and letter No. 24875 dt.13.12.1993 and as per clarification received from Government from time to time.

SPORTS EVENTS (Admissible)

Archery	Hand Ball	Weight Lifting	Tae-Know-Do
Athletics	Hockey	Wrestling	Tennikoit
Badminton	Judo	Ball- Badminton	Yatching
Basket Ball	Kabadi	Chess	Throw Ball
Boxing	Kho-Kho	Karate-Do	Base-Ball
Cricket	Swimming	Power Lifting	Body- Building
Cycling	Table Tennis	Rifle Shooting	Yoga
Foot Ball	Lawn Tennis	Roller Skating	
Gymnastics	Volley Ball	Soft-Ball	

- x. Candidates applying under NC reservation must submit original NCC A or B or C certificate from competent authority at the time of document verification.
- xi. As per RESOLUTION No.5267/etet, dt.19.12.2012, 30% of the seats in all categories (except outside state and Odias living in the outlying Odia speaking tracts) will be kept reserved for Women candidates in all Govt. and Private Institutes w.e.f the academic session 2014-15.

N.B. : In respect of any other matter relating to admission, the decision of the DTE&T shall be final.

9.3 FEE STRUCTURE

GOVERNMENT AND PRIVATE INSTITUTIONS:

- i. (a) The admission fee for Government Institutions (Self Financing scheme) is **Rs.26300/- per Year** and for private Institutions as decided by the managing authority of the Institution
- ii. Besides this, the migration fee @ **Rs.25/-** shall be charged for the new entrant, if he/she is from other University / Council and **Rs.50/-** shall be charged from each candidate towards verification of their University / Council pass certificate. Besides, fees for Examinations etc. as charged by the State Council for Technical Education & Vocational Training, BBSR shall have to be paid by the candidates at the Institution.

9.4 MERIT LIST:

a) S-Domicile:

Separate merit list for all qualifying candidates shall be made according to the merit rank drawn on the basis of aggregate marks secured by a candidate in the qualifying examination through web based e-counseling.

- i. One "General Merit List" for all candidates seeking admission to Post Diploma in Industrial Safety course.
- ii. In addition, separate Merit lists will also be drawn for candidates qualifying under each of the reservation category.

b) Z- Domicile:

- i) Separate merit list will be drawn for outside State Candidates to take admission in 1st semester Post Diploma Industrial Safety. 15% seats are reserved for "Z" candidates.
- ii) The 'Z' domicile candidates who have prosecuted their study for the qualifying examination in an Institution located in the State of Odisha having approval from the competent authority are allowed for admission to 1st Semester Post Diploma Industrial Safety course. A separate merit list shall be drawn for such 'Z' candidates and they will be allowed to take admission in the remaining vacant seats if any after the state merit list is fully exhausted.

c) L- Domicile:

- i) Separate merit list for admission to 1st Semester Post Diploma Industrial Safety course will be drawn for L candidates for admission to seats reserved for them. However they will also be included in the merit list of Z candidates.
- ii) The L domicile candidates having the eligibility criteria mentioned above at (b) (ii) will be included in the merit list of Z candidates for admission to 1st Semester Post Diploma Industrial Safety course.

N.B.: Each successful candidate of all categories shall be given a RANK card which will be available in the website after publication of the result.

CHAPTER – 10

DOCUMENT VERIFICATION

10.1 ORIGINAL DOCUMENTS TO BE BROUGHT ON THE DAY OF REPORTING AT THE NODAL CENTRE for COUNSELLING (NCC):

(Refer other important information also)

Applicants shall have to report **personally** with the **RANK CARD** exactly at the time, date and venue as per the counseling programme to be notified. He/ She is also required to produce the following original documents as applicable at the time of reporting at the NCC.

- i. Pass certificate of High School Certificate (HSC) examination awarded by BSE, Odisha /10th standard examination certificate declared equivalent by BSE, Odisha
- ii. Pass certificate in support of qualifying examination.
- iii. Mark sheet of qualifying examination securing minimum marks as per the eligibility criteria. (Refer Chapter-3).
- iv. In case of candidates having Degree in Engineering or Technology as qualifying examination, Notification of concerned University for conversion of CGPA to percentage of marks /aggregate marks.
- v. Caste Certificate (SC/ST) from competent authority issued in the proforma in **Form-I** / the prescribed format of the competent authority not earlier than January 2013.
- vi. Sports Certificate issued/ countersigned by the Director of Sports & Youth Services, Odisha or by the competent authority as declared by the Govt. from time to time (in case of candidates claiming reservation under Sports).
- vii. NCC certificate (A, B or C) from appropriate authority (in case of candidates claiming reservation under NCC)

- viii. Green Card of parent issued by concerned CDMO (in case of candidates claiming seats under Green Card category).
- ix. Certificate in **Form-II** from the competent authority for reservation under Ex-Servicemen quota.
- x. **Z** candidates have to produce the following certificates :
 - a) Residential Certificate from the competent authority of their State.
 - b) Mark sheet of HSC examination /10th standard examination of the institute located in their State, declared equivalent by BSE, Odisha
 - c) Pass certificate in support of qualifying examination securing minimum marks as per the eligibility criteria. (Refer Chapter-3).
- xi. **L** candidates have to produce the following certificates :
 - a) Residential Certificate from the Revenue Officer not below the Rank of Tahasildar that he/she belongs to outlying Oriya speaking tracts in **Form-III (Part-I)**.
 - b) Mark sheet of M.E. or H.S.C examination in support of having Oriya as a subject at M.E. or H.SC examination in **Form-III (Part-II)**.
- xii. Employers' certificate in Form-IV as applicable.
- xiii. Permanent Residence Certificate (in case of reservation category) in Form-V as applicable, failing which the claim for Reservation / Lateral Admission shall not be considered.
- xiv. Physically Handicapped certificate from CDMO along with identity card issued by District Social Welfare Office (DSWO) and fitness certificate from CDMO for prosecuting study in Post Diploma in Industrial Safety course.
- xv. Medical fitness certificate from Government Doctor not below the rank of Asst. Surgeon in form-vii. But in case of Physically Handicapped candidates, fitness certificate from the Chief District Medical Officer to be submitted that he/she shall be able to prosecute studies in Post Diploma in Industrial Safety course.

10.2 ORIGINAL DOCUMENTS TO BE SUBMITTED ON THE DAY OF REPORTING AT THE FINALLY ALLOTTED INSTITUTE.

- (i) Final downloaded Seat Allotment Letter from the website.
- (ii) Fee deposit slip (Institute copy) in respect of seat allotment.
- (iii) Conduct Certificate and CLC from the Institution last studied.
- (iv) Recent passport size photographs duly attested.
- (v) Migration Certificate in case of candidates passing eligible examination from any University/ Council other than in Odisha .

10.3 All original certificates are subject to verification by issuing authorities. The candidate should be very careful in submitting the certificates during counseling. The head of the Institutes are being instructed to get all documents verified within Six (06) months, failing which the candidates will not be allowed to continue in 2nd Semester.

FORM – I

SC/ST BY BIRTH' CERTIFICATE

This is to certify that Sri/ Smt/ Miss
Son/daughter/wife of Shri
of Village/ Town..... P.S..... Tahasil.....
in the district of of the state of Odisha belongs to the.....
Caste/ Tribe which is recognized as scheduled Caste / Tribe under Constitution (Scheduled Caste) order,
1950 as amended by the Scheduled Castes and Scheduled Tribes (Amendment) Orders Act 1976.
The Place of birth of Sri/ Smt/ Miss is village/
Town P.S
Tahasil in the district of of the State of Odisha.

Full Signature of the Applicant.

Round Seal of Office

Date:

Designation with
Seal of Office

Note: This certificate should be issued by Tahasildar of the place of residence of parent in Odisha. No part of the form should be mutilated in any manner. In case of mutilation the certificate is liable to be rejected.

FORM - II

**CERTIFICATE OF EX- SERVICEMEN CATEGORY OF CANDIDATE'S
PARENT / SPOUSE**

1. Name of the Candidate
2. Full name of employee/person
3. Permanent address as per service records
4. Whether Ex-Servicemen
5. Rank in Defence Service
6. Full name of the candidate
7. Relationship of the employee/person with the candidate
8. Last place of posting including details of unit
(In case of Ex-servicemen)
9. Awards received if any

Secretary
Zilla/ Rajya Sainik Board

Full Signature of
Candidate's Parent.....Date Designation with Seal of Office

**CERTIFICATE OF AUTHENTICITY OF ODIAS BELONGING TO
OUTLYING ODIA SPEAKING TRACT
[L CATEGORY]**

(Part-I)

This is to certify that Mr./ Ms.
Son/ Daughter/ Spouse of Mr./ Mrs. in the district
of in the State of .. whose full signature is given
below is an Odia and a permanent resident of the outlying Odia speaking tract as defined in Resolution No.
13411-Gen. Dated 8th August, 1969 of Government of Odisha erstwhile Political & Services Department (Now :
G.A. Department).

Full Signature of the applicant

Signature of the Officer not below the Rank of Tahasildar

Date

Seal of Office.

**CERTIFICATE OF HAVING PASSED ODIA M.I.L. IN THE H.S.C. OR EQUIVALENT
EXAMINATION FOR ODIAS BELONGING TO OUTLYING ODIA SPEAKING TRACT
[L CATEGORY]**

(Part-II)

This is to certify that Mr./Ms.
Son/ Daughter/ Spouse of Mr./ Mrs. in the district
of in the state of has/ had Odia as M.I.L.
in the H.S.C. / M.E. or equivalent

Examination conducted by

(Name of the Board/ University)

from

(Name of the Institution)

In the year

Signature of Headmaster/ Headmistress

Full signature of the applicant

Date

Seal of Office

FORM – IV

CERTIFICATE OF EMPLOYMENT OF CANDIDATE'S PARENT/ SPOUSE

Employer- Government of Odisha/ Government of India/ Universities of Odisha/Govt. of India undertaking & Govt. of Odisha undertaking located in Odisha at the time of application.

1. Name and address of Organisation / Office in which employed :	
2. Name and designation of the certifying authority (Employer / Head of Office/ Organisation) :	
3. a) Name in full and designation of employee to whom certificate is being issued. :	
b) Whether in permanent employment :	
c) Present Place and State of Posting :	
d) Permanent address as per service records :	
4. Name of the candidate in full :	
5. Relationship of the employee with the candidate :	Father / Mother / Husband/ Wife (Delete whichever is not applicable)
6. Particulars of employment of the employee :	

Place

Date of Joining

Period of Service

Signature of Employee

**Signature of Employer/ Head
of Office/ Organisation**

Date:

Designation (With Seal of Office)

Note: In case of the employee is on deputation either from Govt. of Odisha or Govt. of India, the above certificate should be signed by the original Employer.

Form-V

‘PERMANENT RESIDENT OF ODISHA’ CERTIFICATE

Office of the

Miscellaneous Certificate Case No..... of 2017.

This is to certify that Shri/Smt/Miss..... son/daughter/wife of
..... is a native of the district of in the State of
Odisha and he/she belongs to P.S. Tahasil

The certificate is being granted only for the purpose of Centralized Admission to PDIS Course 2017-18.

Full Signature of the Applicant.

Signature of the Revenue Officer

Date:

Round seal of the Office.

Designation (with seal of Office).

Note: - 1) Revenue Officer means the Chief Officer in charge of Revenue Administrative in the District, Sub-Division or Tahasil and includes an Additional District Magistrate and Additional Tahasildar. No part of the form should be mutilated in any manner. In case of mutilation, the certificate is liable to be rejected.

Form-VI

CERTIFICATE OF PHYSICAL FITNESS.

(Medical Certificate to be filled in by Medical Practitioner not below the rank of Assistant Surgeon).

This is to certify that the candidate is medically fit to persecute study in Post Diploma in Industrial Safety Courses and the details of the candidate are as per the following.

Name of the Student: -

Father's name:-.....

Address:-.....

.....

.....

Signature of Student attested.

Signature of the Medical Officer,

Name:-

Designation with Seal.

Place:

Date