
PGDINDS- 2024

ASSIGNMENT BOOKLET

**POST GRADUATE DIPLOMA IN INDUSTRIAL SAFETY
(PGDINDS)**

Last date for submission:

30th April for January 2024 Session

**School of Engineering and Technology
Indira Gandhi National Open University
Maidan Garhi, New Delhi-110068**

Dear Student,

We advise you to go through your course material carefully and read all the sections pertaining to assignments. A weightage of 30 per cent, as you are aware, has been earmarked for continuous evaluation which would consist of **one tutor-marked assignment** for each of, MIS-025, MIS-026, MEV-001, MEV-002 and MEV-005 (Semester - 2) of this course. You have to score a minimum of 40 marks out of 100 marks in each of the assignments. **Submit your assignments at your respective Regional Centre.**

Instructions for Formatting Your Assignments

Before attempting the assignment, please read the following instructions carefully.

- 1) On top of the first page of your TMA answer sheet, please write the details exactly in the following format:

ENROLMENT NO:

NAME:

ADDRESS:

.....

.....

COURSECODE:

COURSETITLE:

ASSIGNMENT NO.:

STUDYCENTRE: **DATE:**.....

PLEASE FOLLOW THE ABOVE FORMAT STRICTLY TO FACILITATE EVALUATION AND TO AVOID DELAY.

- 2) Use only full size writing paper (but not of very thin variety) for writing your answers.
- 3) Leave a 4 cm margin on the left, top and bottom of your answer sheet.
- 4) Your answers should be precise.
- 5) Only hand written assignments are acceptable. No typed assignments.
- 6) While solving problems, clearly indicate the question number along with the part being solved. Be precise. Recheck your work before submitting it.

Answer sheets received after the due date shall not be accepted.

We strongly feel that you should retain a copy of your assignment response to avoid any unforeseen situations and append, if possible, a photocopy of this booklet with your response.

We wish you good luck.

Assignment -1
(To be done **after** studying the course material)

Course Code: MIS-025

Course Title: Industrial Project Management & Control Strategies

Assignment Code: MIS-025/TMA/2024

Maximum Marks: 100

Last Date of Submission: April 30, 2024

Note:

1. Attempt all questions. All questions carry equal marks.

Q.1	What do you understand about organization structure? What are the types of organization structure? Prepare the "organization chart" of your organization / industry.	10
Q.2	a) What is meant by breakdown analysis? How is it useful?	5
	b) What are the factors that govern producers' behavior with respect to output and price?	5
Q.3	a) Describe the various steps involved in process of communication?	5
	b) Managers should not waste time on the personal problems of the employees, give your comments.	5
Q.4	Define division of labour and specialization. How they are interrelated and interdependent in the context of organization structure?	10
Q.5	Define coordination. What are the four classical principles of vertical coordination?	10
Q.6	Identify and explain five characteristics of an ideal bureaucracy as given by Max Weber.	10
Q.7	Explain the concepts of differentiation and integration. Identify the four basic dimensions of differentiation in sub system design.	10
Q.8	What do you mean by team work? Briefly explain the various factors of team building for increase group functioning.	10
Q.9	Distinguish between: a) Centralization and decentralization of authority b) Job analysis and job enrichment	5+5
Q.10	What are the different project clearances? Which are necessary for project implementation? Explain.	10

Assignment -2
(To be done **after** studying the course material)

Course Code: MIS-026
Course Title: Communication Skills for Industrial Safety
Assignment Code: MIS-026/TMA/2024
Maximum Marks: 100
Last Date of Submission: April 30, 2024

Note:

2. Attempt all questions. All questions carry equal marks.

Q.1	What is communication? Explain the concept and process of communication.	10
Q.2	Explain the ICT application in various industrial sectors.	10
Q.3	Explain the structure of a technical article with the help of a topic of your choice related to industrial safety.	10
Q.4	Explain the steps involved in a decision-making process.	10
Q.5	a) Differentiate between Leader and Manager.	5
	b) What are the leadership theories? Explain any one.	5
Q.6	What are the common writing mistakes that new writers make? Explain with examples.	10
Q.7	a) Explain the features of good presentations.	5
	b) What are the digital tools used for making presentation? Discuss the need and importance of digital presentation?	5
Q.8	What is the importance of reading? Explain the steps involved in the process of reading.	10
Q.9	What is the emotional intelligence? How is it useful in organizational set-up?	10
Q.10	Write short notes of the following (i) Pre-writing and Drafting (ii) Incident report and Abstract & Executive Summary	5+5

Assignment -3

(To be done **after** studying the course material)

Course Code: MEV-001

Course Title: Introduction to Environmental Health

Assignment Code: MEV-001/TMA/2024

Maximum Marks: 100

Last Date of Submission: April 30, 2024

Note:

3. Attempt all questions. All questions carry equal marks.

Q.1	What are the adverse effects of environmental degradation on environment and human health? Explain.	10
Q.2	What is soil pollution? Describe the effects of soil pollution on agriculture.	10
Q.3	What is e-waste? What are the effects of e-waste pollution?	10
Q.4	Define Ecosystem? Explain the structure and function of an Ecosystem.	10
Q.5	What is radiation pollution? Describe their controlling measures and safety regulations.	10
Q.6	What is water monitoring? How do you under go the drinking water treatment? Explain briefly.	10
Q.7	What are the characteristics of soil waste? How do you under go the drinking water treatment? Explain briefly.	10
Q.8	Describe various sewage treatment methods.	10
Q.9	List the various types of air pollutants. Describe their sources and effects. Explain.	10
Q.10	Write short notes on two of the following a) Climate change b) Aquatic Environment	5+5

Assignment -4
(To be done **after** studying the course material)

Course Code: MEV-002
Course Title: Environmental and Occupational Hazards
Assignment Code: MEV-002/TMA/2024
Maximum Marks: 100
Last Date of Submission: April 30, 2024

Note:

4. Attempt all questions. All questions carry equal marks.

Q.1	What do you understand by Natural Hazards and Disaster? What are the types of Natural Hazards? Discuss the effects and service function of Natural Hazards.	10
Q.2	Explain the causes and effects of earthquakes.	10
Q.3	Explain the disaster management and institutional frame work.	10
Q.4	Write a detailed account on the mitigation of biological hazards.	10
Q.5	What are the causes and types of floods? Discuss the environmental effects of flooding.	10
Q.6	Explain the working conditions in mining industry and describe the occupational health hazards in mining industry.	10
Q.7	How do you understand Psychological Hazards? What are the ways of controlling stress? Explain briefly.	10
Q.8	Describe the socio-economic impacts disasters.	10
Q.9	What is Disaster Management? What are the types of disaster? Describe the various mechanical assistance for disaster management.	10
Q.10	Write short notes on any two of the following a) GIS and Remote sensing b) Waste Management Disposal	5+5

Assignment -5
(To be done **after** studying the course material)

Course Code: MEV-005
Course Title: Occupational Health and Safety
Assignment Code: MEV-005/TMA/2024
Maximum Marks: 100
Last Date of Submission: April 30, 2024

Note:

5. Attempt all questions. All questions carry equal marks.

Q.1	Define health. What are the various dimensions of health? Explain briefly.	10
Q.2	What do you understand about Environment Health? Discuss the impact of environmental hazards and human health.	10
Q.3	Define occupational health? Describe the plan of action of environment and occupational health.	10
Q.4	Explain choking. Describe the first aid procedures in case of choking.	10
Q.5	List types of cohort studies and explain how to maintain them.	10
Q.6	Describe preventive measures for accidents and industrial hazards.	10
Q.7	Define Cardio - Pulmonary Resuscitation (CPR). Explain the step by step procedure for CPR treatment.	10
Q.8	Explain the various occupational hazards and risks among child labour and women workers.	10
Q.9	What is First Aid? What are the components must include in the First Aid Box? How do you approach the snake bite for the treatment?	10
Q.10	Write short notes on any two of the following: a) Recording and Reporting b) Data Analysis	5+5