

TANZANIA PORTS AUTHORITY



BANDARI COLLEGE PROSPECTUS



2021/2022-2023/2024

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PROSPECTUS**

2021/2022 – 2023/2024

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PREFACE

Bandari College (BC) Prospectus is published after every three academic years to provide information on the College's main functions, set up of the Board of Governors, Management Team and BC staff, tuition fee and other contributions.

BC Examinations Regulations, 2021 and Students Bylaws, 2021 together with other guidelines, codes and rules are available in BC website, www.bandari.ac.tz. The information provided herein is for the academic years 2021/2022 to 2023/2024.

The College reserves the right to make changes on information displayed in this prospectus at any time without prior notice.

@ The Bandari College, 2022

Principal

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ABBREVIATIONS

ACSE	Advanced Certificate of Secondary Education
ARC	Academic, Research and Consultancy
BAM	Business Administration and Management
BC	Bandari College
BTCFCFPM	Basic Technician Certificate in Freight Clearing Forwarding and Ports Management
BTCFSM	Basic Technician Certificate in Fire and Safety Management
BTCMTL	Basic Technician Certificate in Maritime Transport and Logistics
BTCPEFMM	Basic Technician Certificate in Port Equipment and Facilities Maintenance Management
BTCSPOM	Basic Technician Certificate in Shipping and Port Operations Management
CSE	Certificate of Secondary Education
GS	General Studies
IPT	Industrial Practical Training
MPS	Miscellaneous Port Services
NACTVET	National Council for Technical and Vocational Education and Training
NHIF	National Health Insurance Fund
NTA	National Technical Award
NVA	National Vocational Award
ODFCFPM	Ordinary Diploma in Freight Clearing Forwarding and Ports Management
ODFSM	Ordinary Diploma in Fire and Safety Management
ODMTL	Ordinary Diploma in Maritime Transport and Logistics
ODPEFMM	Ordinary Diploma in Port Equipment and Facilities Maintenance Management
ODSPOM	Ordinary Diploma in Shipping and Port Operations Management
OSH	Occupational Safety and Health
PFA	Planning, Finance and Administration
PPE	Personal Protective Equipment
SWL	Safe Working Load
TCFCFPM	Technician Certificate in Freight Clearing Forwarding and Ports Management
TCFSM	Technician Certificate in Fire and Safety Management
TCMO	Transport, Cargo and Maritime Operations
TCMTL	Technician Certificate in Maritime Transport and Logistics
TCPEFMM	Technician Certificate in Port Equipment and Facilities Maintenance Management
TCSPOM	Technician Certificate in Shipping and Port Operations Management
THA	Tanzania Harbours Authority
TPA	Tanzania Ports Authority
VETA	Vocational Education and Training Authority

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1.0 GENERAL INFORMATION

1.1 Background

Bandari College (BC) is a technical training institution registered by National Council for Technical and Vocational Education and Training (NACTVET) (then NACTE) in 2004 with registration number REG/EOS/018. BC obtained full accreditation in 2017.

BC is owned by Tanzania Ports Authority (TPA). It can trace its history to the defunct East Africa Harbours Corporation which had a subsidiary company called East Africa Cargo Handling Services Ltd which conducted port training activities in Tanga. After the breakup of the East African Community in 1977, Tanzania Harbours Authority (THA), a public corporation was established under Tanzania Harbours Authority Act, 1977.

THA was mandated to among other things to control and manage seaports in mainland Tanzania. THA Act was repealed and replaced by the Ports Act, 2004 (Ports Act) which created TPA and is the governing law to-date (as amended). The function of BC as a training institution was general preserved throughout. Section 12(1)(k) of the Ports Act mandates BC to provide technical and operations training, research, and consultancy in the field of marine, port and port related services and facilities.

BC offers a competent based curricula in its programmes with a flexible mode of delivery and assessments at certificate and diploma levels. It also offers a wide range of short courses within its field of mandate at its campus as well as tailor made courses as need arises to be delivered within or outside its campus at the convenience of the client.

Bandari College is situated at Mahunda street, nearby Mwembe Yanga playground in Temeke District, Dar es Salaam, Tanzania.

1.2 Vision, Mission and Core Values

1.2.1 Vision

To be the Centre of excellence in training, research, and consultancy in port management and maritime logistics in Sub-Saharan Africa.

1.2.2 Mission

To offer competence-based training, undertake applied research and provide consultancy services in port management and maritime logistics to respond to current and future needs of the maritime transport subsector.

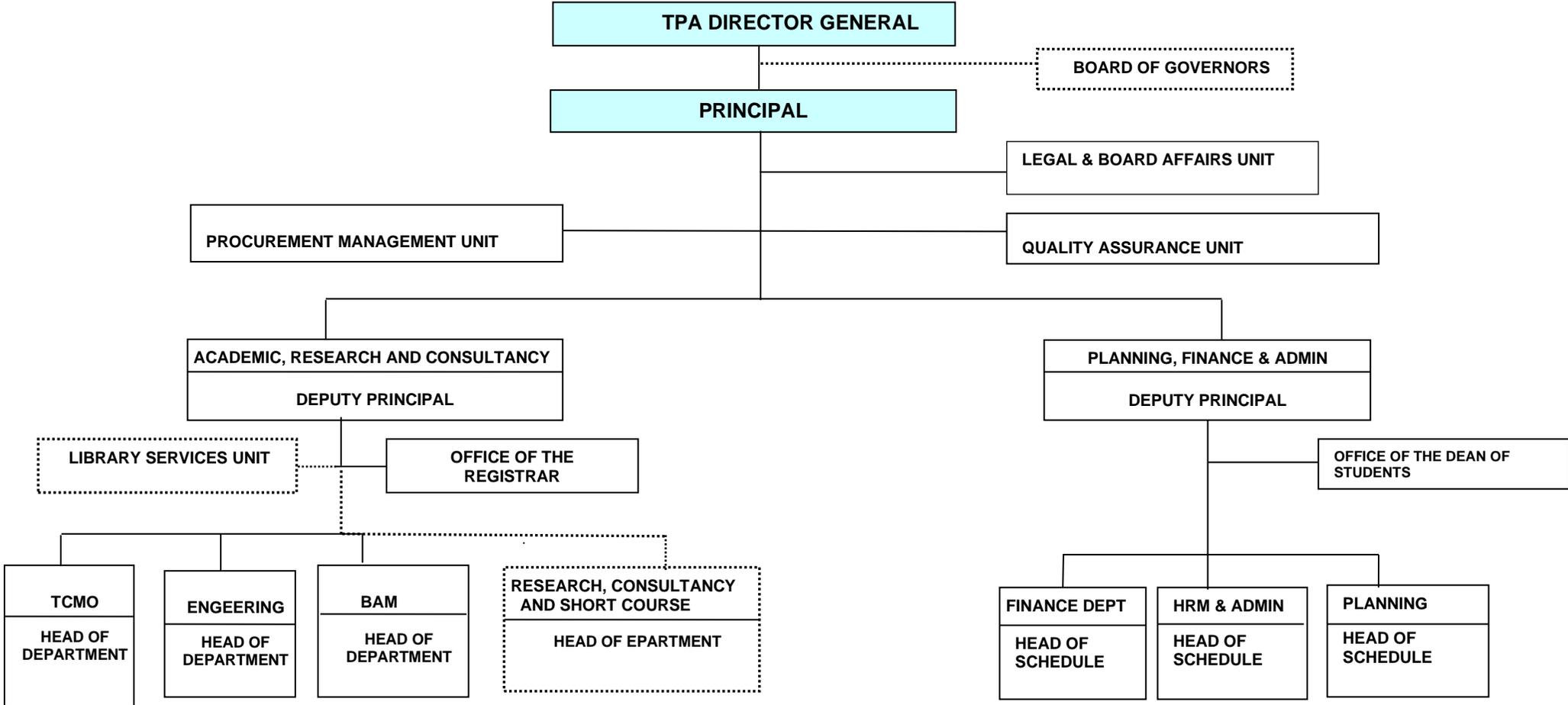
1.2.3 Core Values

The building of a consistent and binding culture is a fundamental prerequisite for the sustainable development of the College and its core values are:

- Integrity
- Dynamism
- Customer Care
- Teamwork
- Excellence

1.3 Organisation Structure of the College

ORGANISATION STRUCTURE OF THE BANDARI COLLEGE



- 1.3.1 The Units under the Office of the Principal are Quality Assurance, Procurement Management and Legal and Board Affairs.
- 1.3.2 The College is structured according to the framework guided by NACTVET. There are two main sections: one for Academic, Research and Consultancy (ARC); the other for Planning, Finance and Administration (PFA).
- 1.3.3 Under the ARC Section, there are four Academic Departments namely: Business Administration and Management (BAM); Transport, Cargo and Maritime Operations (TCMO); Engineering; and General Studies (GS). There are also the following Units in the Section, Library Unit, Research, Consultancy and Short Course Department and Office of the Registrar.
- 1.3.4 Under the PFA Section there are Schedules of Planning, Human Resources and Administration, Finance and Office of the Dean of Students.

2.0 **BOARD OF GOVERNORS**

As required by NACTVET Regulations, there is a Board of Governors which is the organ overseeing academic affairs and quality of BC's work processes, products, and services in compliance to its vision, mission and minimum NACTVET academic norms and standards. The Board of Governors is comprised of the following members:

2.1 **Eng. Anthony F. Swai**

Managing Director

Epic Cargo

Chairperson

2.2 **Dr. Obeid J. Mahenya**

Principal Coordinator and

Head of Research and Planning Section

NACTVET

Vice Chairperson

2.3 **Ms. Stella J. Katondo**

Director of Safety and Environment

Ministry of Works and Transport

Member

2.4 **Mr. Abel E. Uronu**

Executive Secretary

Tanzania Shipping Agents Association (TASAA)

Member

- 2.5 **Dr. Eliamin A. Kasembe**
Deputy Principal (Academic, Research and Consultancy)
Dar es Salaam Maritime Institute (DMI)
Member
- 2.6 **Mr. Daniel M. Sira**
Retired Port Operations staff of TPA
Member
- 2.7 **Mr. Makiri M.F. Ngangaji**
Manager of Planning, Monitoring and Evaluation
Tanzania Shipping Agencies Corporation (TASAC)
Member
- 2.8 **Mr Gabriel T. Mwita**
Director of Human Resources Management and Administration
TPA
Member
- 2.9 **Chief Lusekelo A. Mwakibete**
Executive Chairman
Teddy Junior and
Board Member of Tanzania Truck Owners Association (TATOA)
Member
- 2.10 **Mr. Gwakisa O. Mwakilembe**
Instructor
BC, TPA
Member
- 2.11 **Mr. Charles R. Charles**
President (2021/2022)
Bandari College Students Organization (BACOSO)
Member
- 2.12 **Dr. Lufunyo S. Hussein**
Principal
BC, TPA
Secretary

3.0 **COLLEGE MANAGEMENT TEAM**

3.1 **Principal of the College**

Dr. Lufunyo S. Hussein

Bachelor's Degree in Political Science and Public Administration (UDSM), Master's Degree in Public Sector Management (Africa University-ZW), PhD in Public Administration (OUT).

3.2 **Ag. Deputy Principal - Academic, Research and Consultancy (DP-ARC)**

Mr. Olivary J. Mushi

Bachelor of Computer Science (DU – Canada), Master of Science in International Transport and Logistics (UDSM), Master of Business Administration in Corporate Management (MU), PhD in International Transport and Logistics (UDSM)***

3.3 **Ag. Deputy Principal – Planning, Finance and Administration (DP-PFA)**

Mr. Paul H. Ziota

Bachelor of Arts in Statistics (UDSM), Postgraduate Diploma in Microfinance (MUCCOBS), Certificate of Modern Port Management (UNCTAD), Master of Business Administration in Corporate Management (MU).

3.4 **Academic Departments and Units**

Head of Transport, Cargo and Maritime Operations (TCMO) Department

Mr. Franco A. Mwakatage

FTC in Mechanical Engineering (MIST), Diploma in Automobile Engineering (German), Bachelor of Business Administration (Tumaini University), Post Graduate Diploma in Education (UDSM), Master of Science in International Transport and Logistics (UDSM).

Head of Engineering Department

Eng. Wilfred L. Mathews

FTC in Mechanical Engineering (DTC), Advanced Diploma in Marine Engineering and Technology (DMI), Post Graduate Diploma in Engineering Management (UDSM), Master's Degree in Engineering Management (UDSM).

Ag. Head of Business Administration and Management (BAM) Department

Mr. Daniel S. Mhayaya

Bachelor of Business Administration (SAUT), Master of Business Administration in Corporate Management (MU).

Head of General Studies (GS) Department

Mr. James S. Mlimbila

Diploma in Education (Chang'ombe TTC), Bachelor of Education in Mathematics (Tumaini University), Master of Science in International Transport and Logistics (UDSM).

Head of Research, Consultancy and Short Course Department

Mr. Joseph M. Masambe

FTC in Mechanical Engineering (DIT), Bachelor of Science in Agricultural Engineering (SUA), Master of Business Administration in Corporate Management (MU).

Registrar

Mr. Sencius K. Mgina

Diploma in Education (Klerruu), Bachelor of Education in Mathematics (Tumaini University), Master of Arts in Education (TEKU).

Head of Library Unit

Ms. Adelaide L. Komba

Basic Certificate in Library, Archive and Documentation Studies (SLADS), Diploma in Library, Archive and Documentation Studies (SLADS), Bachelor of Library and Information Science (Makerere).

Industrial Liaison Officer

Gwakisa O. Mwakilembe

Advanced Diploma in Business Administration (CBE).

Head of ICT Resource Centre

Ms. Ritha L. Ndyamukama

Diploma in Business Administration (CBE), Advanced Diploma in Information Technology (IFM), Master of Science in Managing Business with Information Technology (Salford University), Oracle Database 12c Administrator Certified Associate (TECHNO BRAIN).

3.5 Administration Schedules and Units

Board Affairs Manager

Ms. Vulfrida B. Teye

Bachelor's Degree in law (UDSM), LLM (UDSM), Advocate.

Head of Human Resources Management and Administration

Ms. Tatu S. Issike

Bachelor of Arts in Political Science and Public Administration (UDSM), Master of Business Administration in Human Resources Management (UDSM).

Head of Planning

Mr. Paul H. Ziota

Bachelor of Arts in Statistics (UDSM), Postgraduate Diploma in Microfinance (MUCCOBS), Certificate of Modern Port Management (UNCTAD), Master of Business Administration in Corporate Management (MU).

Head of Finance

Ms. Junice O. Meta

Bachelor of Business Administration in Finance (UDSM), Master of Business Administration – Finance (UDSM).

Head of Procurement Management Unit (PMU)

Mr. Robert V. Ngwatu

Advanced Diploma in Procurement and Logistics Management (IAA), Certified Procurement and Supplies Professional (CPSP - PSPTB), Master of Business Administration in Procurement and Logistics.

Ag. Dean of Students

Mr. James S. Mlimbila

Diploma in Education (Chang'ombe TTC), Bachelor of Education in Mathematics (Tumaini University), Master of Science in International Transport and Logistics (UDSM).

4.0 FEE STRUCTURE

4.1 NTA Level 4 Fee Structure

Table 1: The Fee Structure for Basic Technician Certificate (NTA Level 4)

S/N	ITEM	Local (Tshs)	Foreigner (\$) Paid direct to BC.	Foreigner (Tshs) Payable to other Institutions
1	Tuition Fee	900,000	450	
2	Registration	10,000	5	
3	NACTVET Quality Assurance Fee	15,000		15,000
4	Academic Transcript	10,000	5	
5	Examination Fee	50,000	25	
6	Student's ID Card	10,000	5	
7	Graduation Gown	20,000	15	
8	*NHIF Contribution	50,400		50,400
9	BACOSO	20,000		20,000
	Total Amount (Per Annum)	1,085,400	505	85,400

* National Health Insurance Fund (NHIF) contribution is mandatory for all students who are not been covered by any recognized health insurance scheme.

4.2 NTA Level 5 Fee Structure

Table 2: The fee structure for Technician Certificate (NTA Level 5)

S/N	ITEM	Local (Tshs)	Foreigner (\$) Paid direct to BC.	Foreigner (Tshs) Payable to other Institutions
1	Tuition Fee	1,000,000	600	
2	Registration	10,000	5	
3	NACTE Quality Assurance Fee	15,000		15,000
4	Academic Transcript	10,000	5	
5	Examination Fee	50,000	25	
6	Student's ID Card	10,000	5	
7	Graduation Gown	20,000	15	
8	*NHIF Contribution	50,400		50,400
9	BACOSO	20,000		20,000
	Total Amount (Per Annum)	1,185,400	655	85,400

* National Health Insurance Fund (NHIF) contribution is mandatory for all students who are not been covered by any recognized health insurance scheme.

4.3 NTA Level 6 Fee Structure

Table 3: The Fee Structure for Ordinary Diploma (NTA Level 6)

S/N	ITEM	Local (Tshs)	Foreigner (\$) Paid direct to BC.	Foreigner (Tshs) Payable to other Institutions
1	Tuition Fee	1,000,000	600	
2	Registration	10,000	5	
3	NACTE Quality Assurance Fee	15,000		15,000
4	Academic Transcript	10,000	5	
5	Examination Fee	50,000	25	
6	Graduation Gown	20,000	15	
7	*NHIF Contribution	50,400		50,400
8	BACOSO	20,000		20,000
	Total Amount (Per Annum)	1,175,400	650	85,400

* National Health Insurance Fund (NHIF) contribution is mandatory for all students who are not been covered by any recognized health insurance scheme.

The College tuition fees and other expenses will be paid through a Control Number obtained from SIMS or the College Bursar's Office **EXCEPT** payment for BACOSO and NHIF. BACOSO Payment is payable directly to DCB Commercial Bank, Account Name: **Serikali ya Wanafunzi Chuo cha Bandari** and Account Number: **000520100000043**. NHIF contribution will be paid through the Control Number obtained from NHIF system that will be generated after arrival.

5.0 PROGRAMMES OFFERED

5.1 Introduction

The College offers Basic Technician Certificate (NTA Level 4), Technician Certificate (NTA Level 5) and Ordinary Diploma (NTA Level 6) programmes. The duration of studies for each NTA Level is one year.

5.2 Department of Transport Cargo and Maritime Operations (TCMO)

The Department of TCMO offers the following Programmes:

- i) Basic Technician Certificate in Freight Clearing Forwarding and Ports Management (BTCFCFPM)
- ii) Basic Technician Certificate in Maritime Transport and Logistics (BTCMTL)
- iii) Basic Technician Certificate in Shipping and Port Operations Management (BTCSPOM)
- iv) Technician Certificate in Freight Clearing Forwarding and Ports Management (TCFCFPM)
- v) Technician Certificate in Maritime Transport and Logistics (TCMTL)
- vi) Technician Certificate in Shipping and Port Operations Management (TCSPOM)
- vii) Ordinary Diploma in Freight Clearing Forwarding and Ports Management (ODFCFPM)
- viii) Ordinary Diploma in Maritime Transport and Logistics (ODMTL)
- ix) Ordinary Diploma in Shipping and Port Operations Management (ODSPOM)

5.2.1 Basic Technician Certificate in Freight Clearing Forwarding and Ports Management (BTCFCFPM)

5.2.1.1 Objectives of the Programme

The main objective of developing BTCFCFPM competence – based curriculum is to prepare technicians who will be able to work flexibly at different workplaces in clearing forwarding and port industry or related firms.

The specific objectives include helping trainees to acquire desired competences with the aim of enabling them to work on:

- i) Importing, exporting documents and prepare Miscellaneous Port Services (MPS) i.e., receiving, recording, interpreting, and dispatching and maintaining export/import register.
- ii) Overseeing general cargo handling and delivery in sheds (interpret shipping (stowage) plan, allocate cargo handling gangs, supervise stacking of cargo in yards/sheds and allocate equipment to operators.
- iii) Using the relevant computer software in processing import/export documents and writing work reports pertaining to shipping and port operations (identify software applicable in freight clearing forwarding and port operations, extract and enter relevant information from import/export documents in computer software, processing custom imports/exports and produce reports using computers.
- iv) Demonstrating knowledge and skills in safe working practice in clearing forwarding and port operations (describe and apply principles of safe working practice, handle dangerous goods, and dispose toxic/waste materials, maintain personal health/safety, and protect the environment).
- v) Applying entrepreneurship skills and supervise/lead people in day-to-day operations (understand entrepreneurship, identify business opportunities, identify business risks, and mitigation and coping with risks, lead and supervise people at work).

5.2.1.2 Entry Qualifications

Holder of Certificate of Secondary Education (CSE) with passes in at least four (4) non-religious subjects.

5.2.1.3 Modules Arrangement

Semester I

Code	Name	Category	Credit
GST 04102	Basic Business Mathematics and Statistics	Fundamental	8
GST 04105	Basic Communication Skills	Fundamental	8
GST 04121	Basic Information and Communication Technology	Fundamental	8
FCT 04101	Fundamentals of Freight Clearing and Forwarding	Core	12
LLT 04101	Elements of Logistics	Core	12
FCT 04104	Elements of Port Operations	Core	12
TOTAL			60

Semester II

Code	Name	Category	Credit
FCT 04201	Basics of Customs Procedures	Core	12
BAT 04218	Industrial Practical Training	Core	12
POT 04203	Port Rules, Regulations and Procedures	Core	12
EMT 04205	Occupational Health and Safety	Fundamental	10
BAT 04227	Basics of Entrepreneurship	Fundamental	6
BAT 04202	Office Practice and Procedures	Fundamental	8
TOTAL			60

5.2.2 Basic Technician Certificate in Maritime Transport and Logistics (BTCMTL)

5.2.2.1 Objectives of the Programme

The main objective of developing BTCMTL competence – based curriculum is to prepare technicians who will be able to work at different workplaces in the maritime transport and logistics industry or related firms.

The specific objectives include helping trainees to acquire desired competences with the aim of enabling them to:

- i) Apply knowledge of maritime transport and documentation for efficient and effective maritime operations.
- ii) Apply basic mathematical and statistical concepts in effective logistics and transport operations.
- iii) Apply basic knowledge and skills of transport in logistical operations.
- iv) Apply basic knowledge of English communication and computer skills in occupational operations.
- v) Apply basic knowledge and skills of shipping within ports and outside the port when performing transport activities and secured working environment.

5.2.2.2 Entry Qualifications

Holder of Certificate of Secondary Education (CSE) with passes in at least four (4) non-religious subjects.

5.2.2.3 Modules Arrangement

Semester I

Code	Name	Category	Credit
GST 04101	Basic Mathematics	Fundamental	10
GST 04102	English Communication Skills	Fundamental	8
GST 04104	Basic Computer Application	Fundamental	10
MTT04101	Basics of Port and Maritime Transport	Core	12
MTT 04102	Transport Operations	Core	12
TOTAL			52

Semester II

Code	Name	Category	Credit
GST 04201	Office Practice and Customer Care	Fundamental	8
GST 04202	Basic Business Statistics	Fundamental	8
GST 04203	Port Safety and Security Practice	Fundamental	10
MTT 04201	Cargo Handling Operations	Core	10
MTT 04202	Port Documentation Practice	Core	10
MTT 04203	Container Handling Operations	Core	10
GST 04204	Industrial Practical Training	Core	12
TOTAL			68

5.2.3 Basic Technician Certificate in Shipping and Port Operations Management (BTCSPOM)

5.2.3.1 Objectives of BTCSPOM Programme

The main objective of developing BTCSPOM competence – based curriculum is to prepare technicians who will work with flexibility at different workplaces in the shipping and port industry or related sub sectors.

The specific objectives include helping trainees to acquire desired competences with the aim of enabling them to:

- i) Conduct cargo tallying and raise rent memos and MPS charges/entry pass i.e., receiving, recording, interpreting, dispatching, and maintaining export /import cargo reports.
- ii) Maintain cargo movements records, delivery and interpret shipping and port documentation and keep records of received and delivered cargo.
- iii) Use the relevant computer software in processing import/export documents and writing work reports pertaining to shipping and port operation (identify software applicable in shipping and port operations, extract and enter relevant information from import/export

documents in computer software, processing custom imports/exports and write work reports using computers).

- iv) Provide customer care ethically (solve customer complaints, adhere to work ethics, company rules and regulations).
- v) Demonstrate knowledge and skills of cargo safety security and work ethics in port operations (describe and apply principles of safe working practice, handle dangerous chemicals, and dispose toxic/waste materials, maintain personal health/safety, and protect the port environment).

5.2.3.2 Entry Qualifications

Holder of Certificate of Secondary Education (CSE) with passes in at least four (4) non-religious subjects.

5.2.3.3 Modules Arrangement

Semester I

Code	Name	Category	Credit
EMT 04105	Occupational Health and Safety	Fundamental	15
GST 04105	Basic Communication Skills	Fundamental	8
GST 04121	Basic Information and Communication Technology	Fundamental	12
POT 04101	Cargo Handling Procedures	Core	8
POT 04102	Cargo Tallying Techniques	Core	8
POT 04103	Documentation of Port Operations	Core	8
TOTAL			59

Semester II

Code	Name	Category	Credit
GST 04205	Basic Business Statistics	Fundamental	8
GST 04206	Cargo Safety and Security	Fundamental	8
GST 04207	Ethics in Shipping and Port Operations	Fundamental	8
SPT 04204	Shipping and Port Operations Application Software	Core	10
SPT 04205	Cargo Handling Operations	Core	10
SPT 04206	Container Handling Operations	Core	10
GST 04201	Industrial Practical Training	Core	10
TOTAL			64

5.2.4 Technician Certificate in Freight Clearing Forwarding and Ports Management (TCFCFPM)

5.2.4.1 Objectives of the Programme

The main objective of developing TCFCFPM competence – based curriculum is to prepare technicians who will work with flexibility at different workplace in the freight clearing forwarding and port industry or related firms.

The specific objectives include helping trainees to acquire desired competences with the aim of enabling them to work on:

- i) Processing of import and export document and prepare miscellaneous port services (MPS) i.e., receiving, recording, interpreting, and dispatching and maintaining export/import register.
- ii) Overseeing general cargo handling and delivery in sheds (interpret shipping (stowage) plan, allocate cargo handling gangs supervise stacking of cargo in yards/sheds and allocate equipment to operators).
- iii) Using the relevant computer software in processing import/export documents and writing work reports pertaining to shipping and port operation (identify software applicable in and freight clearing, forwarding and port management, extract and enter relevant information from import/export documents in computer software, processing custom imports/exports and write work reports using computers).
- iv) Demonstrating knowledge and skills in safe working practice in Freight Clearing, Forwarding and Port Management (describe and apply principles of safe working practice, handle dangerous goods, and dispose toxic/waste materials, maintain personal health/safety, and protect the environment).
- v) Applying entrepreneurship skills and supervise/lead people in day-to-day operations (understand entrepreneurship, identify business opportunities, identify business risks, and means of coping with risks, lead and supervise people at work).

5.2.4.2 Entry Qualifications

- i) Holder of Basic Technician Certificate (NTA Level 4) in Freight Clearing and Forwarding, Shipping and Port Operations Management, Maritime Transport and Logistics or other related fields from institution recognized by NACTVET.

OR

- ii) Holder of Advanced Certificate of Secondary Education (ACSE) with at least one principal pass and one subsidiary in non-religious subjects.

5.2.4.3 Modules Arrangement

Semester I

Code	Name	Category	Credit
FCT 05101	Supervision of Freight Clearing and Forwarding Procedures	Core	12
GST 05101	Communication Methods	Fundamental	8
BAT 05116	Supervision of Office Practice and Procedure	Fundamental	8
POT 05104	Principles of Containerization	Core	10
POT 05103	Software Applications in Shipping and Port Operations	Core	12
EMT 05141	Environmental Pollution Protection	Fundamental	10
TOTAL			60

Semester II

Code	Name	Category	Credit
POT 05204	Shipping Practice	Core	10
EMT 05105	Safe Working Practice	Fundamental	8
POT 05102	Cargo Handling Procedure	Core	10
GST 05102	Basic Entrepreneurship	Fundamental	8
POT 05203	Port Charges and Tariffs	Core	12
BAT 05218	Industrial Practical Training	Core	12
TOTAL			60

5.2.5 Technician Certificate in Maritime Transport and Logistics (TCMTL)

5.2.5.1 Objectives of the Programme

The main objective of developing TCMTL competence – based curriculum is to prepare technicians who will work with flexibility at different workplaces in maritime transport and logistics industry or related firms.

The specific objectives include helping trainees to acquire desired competences with the aim of enabling them to:

- i) Apply maritime principles and skills in performing commercial shipping activities.

- ii) Apply logistics management knowledge in delivering logistics and transport services.
- iii) Apply entrepreneurship and communication skills in maritime logistics and transport undertakings.
- iv) Apply knowledge of international trade and business mathematics in conducting maritime global business.
- v) Apply life and self-management skills in different contexts.
- vi) Apply industrial safety and security management skills in occupational operations.

5.2.5.2 Entry Qualifications

- i) Holder of Basic Technician Certificate (NTA Level 4) in Maritime Transport and Logistics, Shipping and Port Operations Management, Freight Clearing and Forwarding or other related fields from institution recognized by NACTVET.

OR

- ii) Holder of Advanced Certificate of Secondary Education (ACSE) with at least one principal pass and one subsidiary in non-religious subjects.

5.2.5.3 Modules Arrangement

Semester I

Code	Name	Category	Credit
GST 05101	Principles of Entrepreneurship	Fundamental	8
GST 05102	Business Communication Skills	Fundamental	8
GST 05103	Elementary Business Mathematics	Fundamental	8
MTT 05101	Law of Contract	Core	10
MTT 05102	Fundamentals of Logistics	Core	10
MTT 05103	Fundamentals of Transport Management	Core	10
TOTAL			54

Semester II

Code	Name	Category	Credit
GST 05201	Life Skills and Self-Management	Fundamental	6
GST 05202	Principles of Accounting	Fundamental	6
GST 05203	Industrial Safety and Security	Fundamental	6
MTT 05201	Law of Agency	Core	8
MTT 05202	Maritime Insurance	Core	10
MTT 05203	Principles of Maritime Economics	Core	8
MTT 05204	Fundamentals of International Trade	Core	10
GST 05204	Industrial Practical Training	Core	12
TOTAL			66

5.2.6 Technician Certificate in Shipping and Port Operations Management (TCSPOM)

5.2.6.1 Objectives of the Programme

The main objective of developing TCSPOM competence – based curriculum is to prepare technicians who will work with flexibility at different workplaces in the shipping and port industry or related firms.

The specific objectives include helping trainees to acquire the desired competences with the aim of enabling them to work on:

- i) Processing of import and export document and prepare miscellaneous port services (MPS) i.e., receiving, recording, interpreting, and dispatching and maintaining export/ import register.
- ii) Overseeing general cargo handling and delivery in sheds (interpret shipping (stowage) plan, allocate cargo handling gangs, supervise stacking of cargo in yards/sheds and allocate equipment to operators).
- iii) Using the relevant computer software in processing import/export documents and writing work reports pertaining to shipping and port operation (identify software applicable in shipping and port operations, extract and enter relevant information from import/export documents in computer software, processing custom imports/exports and write work reports using computers).
- iv) Demonstrating knowledge and skills in safe working practice in port operations (describe and apply principles of safe working practice, handle dangerous chemicals, and dispose toxic/waste materials, maintain personal health/safety, and protect the port environment).
- v) Applying entrepreneurship skills and supervise/lead people in day-to-day operations (understand entrepreneurship, identify business opportunities, identify business risks, and means of coping with risks, lead and supervise people at work).

5.2.6.2 Entry Qualifications

- i) Holder of Basic Technician Certificate (NTA Level 4) in Shipping and Port Operations Management, Maritime Transport and Logistics, Freight Clearing and Forwarding or other related fields from institution recognized by NACTVET.

OR

- ii) Holder of Advanced Certificate of Secondary Education (ACSE) with at least one principal pass and one subsidiary in non-religious subjects.

5.2.6.3 Modules Arrangement

Semester I

Code	Name	Category	Credit
GST 05101	Principles of Entrepreneurship	Fundamental	8
GST 05102	Business Communication Skills	Fundamental	8
GST 05103	Elementary Business Mathematics	Fundamental	8
SPT 05101	Shipping and Operations Records	Core	12
SPT 05102	Shipping and Port Documentation	Core	10
SPT 05103	Shipping and Port Safety and Security	Core	10
TOTAL			56

Semester II

Code	Name	Category	Credit
GST 05204	Principles of Accounting	Fundamental	8
GST 05205	Life Skills and Self-Management	Fundamental	6
GST 05206	Industrial Practical Training	Fundamental	10
SPT 05204	Port Charges and Tariff	Core	10
SPT 05205	Handling of Dangerous Goods	Core	10
SPT 05206	Principles of Warehouse Operation	Core	10
SPT 05207	Shipping Practice	Core	10
TOTAL			64

5.2.7 Ordinary Diploma in Freight Clearing Forwarding and Ports Management (ODFCFPM)

5.2.7.1 Objectives of the Programme

The main objective of developing ODFCFPM competence – based curriculum is to prepare technicians who will work flexibly at different workplace in the shipping industry or related firms.

The specific objectives include helping trainees to acquire desired competences with the aim of enabling them to:

- i) Manage freight clearing and forwarding activities.
- ii) Undertake transport logistics management.
- iii) Manage customs procedures and documentation.
- iv) Apply business law in freight clearing and forwarding.
- v) Clarify the role of freight forwarder in international trade.

- vi) Apply fundamental business statistics concepts in capturing and processing cargo data.
- vii) Apply computer knowledge and skills to perform freight forwarding and port operation activities.
- viii) Apply communication techniques to write essays, official correspondences, and academic research/project reports.
- ix) Apply SMES business management and skills to supervise market and run shipping and port services.

5.2.7.2 Entry Qualifications

Holder of Technician Certificate (NTA Level 5) in Freight Clearing Forwarding and Ports Management or other related fields from institution recognized by NACTVET.

5.2.7.3 Modules Arrangement

Semester I

Code	Name	Category	Credit
GST 06101	Introduction to Business Statistics	Fundamental	8
GST 06102	Academic Writing Skills	Fundamental	6
POT 06101	Port Operations Management	Core	10
GST 06103	Development Studies	Fundamental	6
FCT 06101	Introduction to International Trade	Core	10
FCT 06102	Management of Customs Procedures	Core	12
FCT 06103	Fundamentals of Law of Carriage	Core	8
TOTAL			60

Semester II

Code	Name	Category	Credit
FCT 06201	Management of Clearing and Forwarding practice	Core	12
BAT 06202	Marketing Techniques	Fundamental	8
BAT 06101	Introduction to Database Management	Fundamental	8
FCT 06202	Fundamentals of Customs Law	Core	10
LTT 06203	Introduction to Logistics Management	Core	10
BAT 06206	Project Report Writing	Core	12
TOTAL			60

5.2.8 Ordinary Diploma in Maritime Transport and Logistics (ODMTL)

5.2.8.1 Objectives of the Programme

The main objective of developing ODMTL competence – based curriculum is to prepare technicians who will work flexibly at different workplaces in the maritime transport and logistics industries or related firms.

The specific objectives include helping the trainees to acquire the desired competences with the aim of enabling them to:

- i) Apply knowledge of maritime logistics to perform shipping business globally.
- ii) Apply supply chain and procurement knowledge for efficient business operations.
- iii) Apply excel skills for efficient and effective shipping business performance in maritime transport and logistics.
- iv) Apply warehousing and channel distribution principles to facilitate handling and storage of goods.
- v) Apply knowledge of maritime laws and regulations for efficiency and effective maritime transport and logistics operations.
- vi) Apply principles of management, marketing and action research knowledge for efficiency and effective Maritime Transport and Logistics undertakings.

5.2.8.2 Entry Qualifications

Holder of Technician Certificate (NTA Level 5) in Maritime Transport and Logistics or other related fields from institutions recognized by NACTVET.

5.2.8.3 Modules Arrangement

Semester I

Code	Name	Category	Credit
GST 06101	Advanced Excel Application	Fundamental	10
GST 06102	Research Methodology	Fundamental	10
MTT 06101	Elementary Maritime Law	Core	15
MTT 06102	Principles of Shipping Business	Core	13
MTT 06103	Principles of Supply Chain Management	Core	12
TOTAL			60

Semester II

Code	Name	Category	Credit
GST 06 201	Principles of Management	Fundamental	8
MTT 06201	Principles of Warehouse and Distribution Management	Fundamental	9
MTT 06202	Basics of Shipping Finance	Fundamental	10
MTT 06203	Principles of Procurement Management	Core	8
MTT 06204	Shipping and Ports Marketing	Core	12
GST 06201	Project Report Writing	Core	13
TOTAL			60

5.2.9 Ordinary Diploma in Shipping and Port Operations Management (ODSPOM)

5.2.9.1 Objectives of the Programme

The main objective of developing ODSPOM competence – based curriculum is to prepare technicians who will work with flexibility at different workplaces in the shipping and port industry or related firms.

The specific objectives include helping trainees to acquire the desired competences with the aim of enabling them to:

- i) Supervise ship operation by identifying best cargo handling practices i.e., cargo loading/discharging operations, interpreting cargo stowage plan and bay plan.
- ii) Oversee cargo handling equipment, gears, and its utilization (identify various cargo handling equipment and gears, their uses and Safe Working Load- SWL).
- iii) Use relevant computer software in processing and preparations of operational reports (identify software applicable in shipping and port operations, determine shift report, daily report, daily, ship turn-round time, container dwell time etc.).
- iv) Demonstrate knowledge and skills in safe working practice in port operations (describe and apply principles of safe working practice, handle dangerous chemicals, and dispose toxic/waste materials, maintain personal health/safety, and protect the port environment).
- v) Apply entrepreneurship skills and supervise/lead people in day to day operations (understand entrepreneurship, identify business opportunities, identify business risks and means of coping with risks, lead and supervise people at work).

5.2.9.2 Entry Qualifications

Holder of Technician Certificate (NTA Level 5) in Shipping and Port Operations Management or other related fields from institutions recognized by NACTVET.

5.2.9.3 Modules Arrangement

Semester I

Code	Name	Category	Credit
SPT 06101	Elementary Maritime Law	Core	8
SPT 06102	Supervision of Cargo Handling	Core	9
SPT 06103	Principles of Warehouse Management	Core	9
GST 06101	Principles of Management	Fundamental	6
GST 06102	Elementary Maritime Statistics	Fundamental	8
GST 06103	Research Methodology	Fundamental	8
GST 06104	Basics of Cost Accounting	Fundamental	8
TOTAL			60

Semester II

Code	Name	Category	Credit
SPT 06201	Cargo handling Equipment Utilization	Core	10
SPT 06202	Port rules and Regulations	Core	9
SPT 06203	Elementary Maritime Economics	Core	9
GST 06205	Project Report Writing	Core	8
GST 06201	Principles of Marketing	Fundamental	6
GST 06202	Basic Shipping Finance	Fundamental	9
GST 06203	Principles of Human Resources Management	Fundamental	8
GST 06204	Advanced Excel Application	Fundamental	8
TOTAL			70

5.3 Department of Engineering

The Department of Engineering offers the following programmes:

- i) Basic Technician Certificate in Fire and Safety Management
- ii) Basic Technician Certificate in Port Equipment and Facilities Maintenance Management
- iii) Technician Certificate in Fire and Safety Management
- iv) Technician Certificate in Port Equipment and Facilities Maintenance Management

- v) Ordinary Diploma in Fire and Safety Management
- vi) Ordinary Diploma in Port Equipment and Facilities Maintenance Management

5.3.1 Basic Technician Certificate in Fire and Safety Management (BTCFSM)

5.3.1.1 Objectives of the Programme

The main objective of developing BTCFSM competence-based curriculum is to prepare technicians who will work flexibly at different workplaces in the industry or related firms.

The specific objectives include assisting trainees to acquire the desired competences with the aim of enabling them to perform routine duties such as:

- i) Prevent fires: adhere to fire prevention measures, participate in organizing fire departments; interpret possible entries and exists and use ergonomics and human factor to reduce injuries. Use scientific knowledge to prevent fire outbreaks.
- ii) Apply firefighting techniques: conduct fire overhaul operations, check buildings for compliance with fire safety and regulations, put out fires and prevent fires from spreading, investigate fires to determine cause and plan rules and regulations pertaining to fire fighting and prevention.
- iii) Use firefighting equipment: follow standard operations of firefighting equipment, use water supply systems and hydrants to control fires, use PPE's protective gears ropes and hoist methods in fire- fighting, use fire vehicles and accessories in firefighting.
- iv) Rescue fire and accidents victim and salvage properties: follow procedures for preparedness of personnel and resources, respond the alarms sensors and detectors, adhere to ambulance response procedures, and create forcible entry in fire occurrences.
- v) Comply with Occupational Safety and Health (OSH) and Environmental Procedures: pre plan for fire safety survival, comply with safety regulations for transporting and storage, use first aid techniques and cope with potential hazards, involved in operations at emergence occurrences, handling dangerous goods and protect environment.
- vi) Educate the public on fire prevention and fighting: maintain personal ethics and acceptable lifestyles, understand roles of fire fighter, and evaluate losses after fire occurrences.
- vii) Apply physical fitness and fire drill skills: undertake fire ground operations, perform physical training, and fire drills, apply rope, lines, and knot, and undertake practical firemanship.
- viii) Communicate events effectively and apply basic Computer knowledge in fire prevention and fighting: adhere to personal relationship rules and regulations, encoding and decoding

communication signals, and prepare and produce reports using information and communication technology.

5.3.1.2 Entry Qualifications

- i) Holder of Certificate of Secondary Education (CSE) with passes in at least four (4) non-religious subjects, two of which must be in English Language and either Physics or Chemistry,

OR

- ii) Holders of Certificate of Secondary Education Examination (CSE) with at least two passes, one of which must be in Basic Mathematics and possession of NVA Level III or Trade Test Grade I in the relevant field offered by VETA (now NACTVET) accredited institutions.

5.3.1.3 Modules Arrangement

Semester I

Code	Name	Category	Credit
FST 04104	Elementary Communication Skills	Fundamental	6
FST 04106	Basics of Information & Communication Technology	Fundamental	6
FST 04107	Basic Entrepreneurship Skills	Fundamental	6
FST 04101	Basics of Fire Science	Core	10
FST 04102	Fundamentals of Fire Prevention	Core	10
FST 04103	Occupational Safety and Health	Core	12
TOTAL			50

Semester II

Code	Name	Category	Credit
FST 04205	Customer Service & Personal Ethics	Fundamental	6
FST 04201	Principles of Firefighting Operations	Core	10
FST 04202	Operation of Firefighting Equipment & Apparatus	Core	10
FST 04203	Physical Training and Fire Drills	Core	10
FST 04204	Firefighting and Rescue Services Structure, Codes and Command	Core	8
FST 04205	Post Fire Operations	Core	8
FST04206	Basics of Aircrafts, Marine and Wildland Fires	Core	8
FST 04207	Fire and Safety Industrial Practical Training	Core	10
TOTAL			70

5.3.2 Basic Technician Certificate in Port Equipment and Facilities Maintenance Management (BTCPEFMM)

5.3.2.1 Objectives of the Programme

The main objective of reviewing competence-based BTCPEFMM curriculum is to prepare technicians who will work flexibly at different workplaces in the industry or related firms.

The specific objectives include assisting trainees to acquire the desired competences with the aim of enabling them to perform routine duties such as:

- i) Availing tools/plants/equipment and materials (identify various tools/equipment for maintenance works, select various tools/equipment for maintenance work, determine inventory of resources and maintenance schedules and practice safety use and handling of tools, materials, and equipment).
- ii) Maintaining facilities, plants, and equipment (categories various forms or types of maintenance, prepare maintenance schedules/programs, diagnosis maintenance problems and perform troubleshooting and carry out different basic maintenance activities).
- iii) Maintaining safety and cleanness of working maintenance environment (explain facilities layout and location, identify the Personal Protective Equipment (PPE), use different PPEs during executing maintenance works and identify signage's and labels used in portraying dangerous working environment).
- iv) Conducting mentoring in maintenance works (train techniques of using hand and equipment tools, interpret trouble shooting techniques in maintenance, train workers on the proper use of maintenance manuals and measure maintenance works performances and standardizations).
- v) Practicing maintenance works (construct and Interpret simple sketches and drawings, demonstrate procedures carried out during maintenance works, undertake quality control and assurance in maintenance works, prepare cost effective or expenditures reports and handing over report. (prepare different types of daily maintenance reports).
- vi) Installing, assembling, and commissioning of engineering facilities (use different maintenance procedures and instructions from manuals in installation and assembling facilities, use various engineering instruments in determining performances of facilities, explain different branding of facilities and explain after sales services related to available facilities).

- vii) Preparing records and reports of maintenance works (open maintenance work job cards, quantify materials requirements for maintenance works, mobilize resources for maintenance works and use computer literacy in preparing and writing maintenance reports).
- viii) Linking with other departments (explain organization structure systems, communicate with internal and external customers, prepare section resources budgets, and set section objectives and appraisal performances).

5.3.2.2 Entry Qualifications

- i) Holder of Certificate of Secondary Education (CSE) with passes in at least four (4) non-religious subjects, three of which must be in Basic Mathematics, English Language and either Physics or Chemistry.

OR

- ii) Holders of Certificate of Secondary Education (CSE) with at least two passes, one of which must be in Basic Mathematics and possession of NVA Level III or Trade Test Grade I in the relevant field offered by VETA (now NACTVET) accredited institutions.

5.3.2.3 Modules Arrangement

Semester I

Code	Name	Category	Credit
GST 04101	Basic Principles of Algebra and Trigonometry	Fundamental	12
GST 04102	English Communication Skills	Fundamental	8
GST 04103	Basic Computer Applications	Fundamental	8
EMT 04101	Basics of Engineering Drawing	Core	12
EMT 04102	Workshop Practice Technology	Core	15
EMT 04103	Basics of Engineering Science	Core	8
EMT 04104	Occupational Health and Safety	Core	10
TOTAL			73

Semester II

Code	Name	Category	Credit
GST 04204	Customer Care	Fundamental	6
EMT 04201	Basics of Engineering Materials Technology	Core	6
EMT 04202	Basic Principles of Planned Maintenance	Core	10
EMT 04203	Basics of Hydraulic and Pneumatic Systems	Core	15
EMT 04204	Industrial Practical Training	Core	10
TOTAL			47

5.3.3 Technician Certificate in Fire and Safety Management (TCFSM)

5.3.3.1 Objectives of the Programme

The main objective of developing competence-based curriculum is to prepare technicians who will work flexibly at different workplaces in the industry or related firms.

The specific objectives include assisting trainees to acquire the desired competences with the aim of enabling them to perform routine duties such as:

- a) Apply scientific knowledge and techniques to fight fires: use knowledge of hydraulics to solve problems on fire operations; put out fires and prevent fires from spreading; use knowledge of ergonomics and human factor to reduce injuries; use knowledge of mathematics and statistics to solve problems on fire operations.
- b) Apply standard operations procedures of firefighting: extinguish fire in difficult circumstances; secure fire incident scene; ensure preparedness procedures and rescue resources are in place; use entry tools in fire occurrences; and conduct fire ground operations.
- c) Apply safety procedures in firefighting: pre plan for fire safety survival; adhere to ambulance response procedures; apply life saving techniques of fire victims; handle dangerous goods and protect environment; and apply firefighting Code of conduct.
- d) Educate Public on Fire Prevention and Protection: apply methods of awareness creation; apply regulations governing fire protection; and conduct public education on fire prevention and control measures.
- e) Communicate events effectively and apply basic computer knowledge in fire prevention and fighting: adhere to personal relationship rules and regulations, encoding and decoding communication signals, and prepare and produce reports using information and communication technology.

5.3.3.2 Entry Qualifications

- i) Holder of Basic Technician Certificate (NTA Level 4) in Fire and Safety Management, Port Equipment and Facilities Maintenance Management, Engineering and Maintenance Management or other related fields from institution recognized by NACTVET.

OR

- ii) Holder of Advanced Certificate of Secondary Education (ACSE) with at least one principal pass and one subsidiary in science subjects.

5.3.3.3 Modules Arrangement

Semester I

Code	Name	Category	Credit
GST 05102	Life Skills & Self Development	Fundamental	8
GST 05103	Advanced Information and Communication Technology	Fundamental	10
FST 05101	Building and Construction Materials	Fundamental	8
FST 05102	Principles of Fire Science and behaviour	Core	10
FST 05103	Fire and safety Communications and Commands	Core	8
FST 05104	Principles of Search and Rescue Operations	Core	10
FST 05105	Life Saving and First Aid Techniques	Core	8
TOTAL			62

Semester II

Code	Name	Category	Credit
BAT 05202	Entrepreneurship and Action Research	Fundamental	8
EMT 05204	Principles of Fluid Mechanics	Fundamental	8
FST 05201	Industrial safety and Security	Core	8
FST 05202	Dangerous Goods Management	Core	8
FST 05203	Industrial Fire and Safety Risk Management	Core	8
FST 05201	Principles of Firefighting Operations	Core	10
FST 05205	Fire and Safety Industrial Practical Training	Core	10
TOTAL			60

5.3.4 Technician Certificate in Port Equipment and Facilities Maintenance Management (TCPEFMM)

5.3.4.1 Objectives of the Programme

Upon successful completion of this programme, graduates will have knowledge and skills to:

- i) Monitor and supervise maintenance functions.
- ii) Relate specific maintenance supervision concepts.
- iii) Work out maintenance costs.
- iv) Define the requisites of good maintenance.
- v) Classify different types of good maintenance.

- vi) Determine the optimum level of maintenance.
- vii) List the steps involved in planning and scheduling of preventive maintenance activities.
- viii) Schedule the execution of the work-load according to the available resources.

5.3.4.2 Entry Qualifications

- i) Holder of Technician Certificate (NTA Level 5) in Port Equipment and Facilities Maintenance Management, Fire and Safety Management, Engineering and Maintenance Management or other related fields from institution recognized by NACTVET.

OR

- ii) Holder of Advanced Certificate of Secondary Education (ACSE) with at least one principal pass and one subsidiary in science subjects.

5.3.4.3 Modules Arrangement

Semester I

Code	Name	Category	Credit
GST 05101	Matrices, Statistics and Probability	Fundamental	8
GST 05102	Life Skills & Self Development	Fundamental	8
GST 05103	Advanced Excel Software	Fundamental	10
EMT 05101	Occupational Health & Environmental Protection	Core	8
EMT 05102	Maintenance of Plants, Equipment and Facilities	Core	10
EMT 05103	Basic Computer Aided Drafting	Core	10
EMT 05104	Maintenance Costing and Budgeting	Core	8
TOTAL			62

Semester II

Code	Name	Category	Credit
BAT 05202	Principles of Entrepreneurship	Fundamental	8
GST 05204	Business Communication Skills	Fundamental	8
EMT 05201	Principles of Engineering Measuring and Instruments	Core	8
EMT 05202	Principles of Maintenance Planning and Scheduling	Core	10
EMT 05203	Installation and Assembly of Port Equipment and Facilities	Core	8
EMT 05204	Hydraulic and Pneumatic Systems	Core	8
EMT 05205	Industrial Practical training: Technician Level	Core	10
TOTAL			60

5.3.5 Ordinary Diploma in Fire and Safety Management (ODFSM)

5.3.5.1 Objectives of the Programme

The main objective of developing competence-based curriculum is to prepare technicians who will work flexibly at different workplaces in the industry or related firms.

The specific objectives include assisting trainees to acquire the desired competences with the aim of enabling them to perform routine duties such as:

- a) Apply knowledge and skills to supervise firefighting and rescue operations: investigate source of fire incidents, established rescue procedures, plan, and properly utilize fire protection and prevention resources.
- b) Organize fire equipment utilization: set equipment operational procedures, organize firefighting equipment utilization, set equipment inventory systems, mobilize equipment utilization, and determine depreciation of assets.
- c) Apply occupational health, safety, environmental and insurance laws in firefighting and rescue operations: interpret fire safety regulations, implement sustainable environment policies, and comply with insurance and fire and rescue laws.
- d) Apply principles of fireman-ship to organize firefighter teams: establish firefighter fitness codes, plan firefighter drills and physical training and organize firefighting awareness demonstrations.
- e) Communicate events effectively and apply basic computer knowledge in fire prevention and fighting: adhere to personal relationship rules and regulations, encoding and decoding communication signals, and prepare and produce reports using information and communication technology.

5.3.5.2 Entry Qualifications

Holder of Technician Certificate (NTA Level 5) in Fire and Safety Management or other related fields from institution recognized by NACTVET.

5.3.5.3 Modules Arrangement

Semester I

Code	Name	Category	Credit
FST 06104	Fire Report writing and Records Management	Fundamental	8
FST 06107	Firefighting and Rescue Capacity Building	Fundamental	8
FST 06101	Fire and Safety Engineering Designs & Materials	Core	10
FST 06102	Firefighting Equipment Utilization	Core	8
FST 06103	Fire and Safety Maintenance and Standards	Core	8
FST 06105	Aviation and Marine Rescue and Fire Fighting	Core	10
FST 06106	Fire and Rescue Equipment Management	Core	8
TOTAL			60

Semester II

Code	Name	Category	Credit
FST 06205	Principles of Organizational Management	Fundamental	8
FST 06206	Fire and Rescue Communication Procedures	Fundamental	8
FST 06201	Principles of Fire Investigation	Core	10
FST 06202	Firefighting Ethics and Code of Conduct	Core	8
FST 06203	Safety, Environmental and Legal Aspects	Core	8
FST 06204	Incident Command System	Core	12
FST 06207	Project Research Writing	Core	8
TOTAL			62

5.3.6 Ordinary Diploma in Port Equipment and Facilities Maintenance Management (ODPEFMM)

5.3.6.1 Objectives of the Programme

The objectives of the programme are to establish:

- i) Appropriate basic practical skills and commissioning of port equipment and facilities and accessories.
- ii) Thorough understanding of the fundamental principles associated with port equipment and facilities maintenance applications.
- iii) Initiative, imagination, and confidence to cope with new situations, problems solving and generating new ideas by analysing situations and hence finding practical solutions.
- iv) Potential knowledge for creative and critical thinking.

- v) Ability to communicate with members of an organization at the same, higher, and lower levels of expertise or responsibility.

5.3.6.2 Entry Qualifications

Holder of Technician Certificate (NTA Level 5) in Port Equipment and Facilities Maintenance Management or other related fields from institution recognized by NACTVET.

5.3.6.3 Modules Arrangement

Semester I

Code	Name	Category	Credit
BAT 06101	Human Resource Management	Fundamental	6
BAT 06103	Marketing Techniques	Fundamental	6
BAT 06104	Elementary Research Methodology	Fundamental	6
EMT 06101	Engineering Mathematics	Core	6
EMT 06103	Equipment and Facilities Maintenance Management	Core	9
EMT 06104	Engineering Drawing	Core	10
EMT 06105	Maintenance of Hydraulic and Pneumatic Systems	Core	10
TOTAL			53

Semester II

Code	Name	Category	Credit
GST06204	Principles of Entrepreneurships	Fundamental	8
GST 06205	Advanced Computer Applications	Fundamental	8
GST 06203	Development Studies	Fundamental	8
EMT 06201	Industrial Safety & Security	Core	8
EMT 06202	Business Law and Code of Conduct and Ethics	Core	8
EMT 06203	Principles of Reliability Engineering in Maintenance	Core	10
EMT 06204	Principles of Planned Maintenance Management	Core	10
EMT 06205	Basic Principles of Environmental Management	Core	8
TOTAL			68

6.0 COLLEGE REGULATIONS

BC has various regulations and bylaws used to guide the conduct of teaching and learning processes and students' welfare at the college. The approved regulations, guidelines and policies are electronically available at the College website, www.bandari.ac.tz. Students are

encouraged to read and familiarize themselves with BC rules and regulations. Amongst the regulations governing the conduct of studies at the College are as indicated below:

6.1 Admission Regulations (2021)

These regulations provide for application procedures and processes, selection of applicants leading to admission as well as student's registration and studentships.

6.2 Examination Regulations (2021)

Registered students will be required to attend classes and assessed through test, assignment, project, and final examination. Thus, these regulations provide a framework of rules governing, among others all conducts of continuous assessments, semester examinations, grading systems and organs responsible for examination matters.

6.3 IPT Regulations (2021)

Apart from class training, NTA Level 4 and 5 students are required to attend Industrial Practical Training (IPT). IPT is an essential integral part of NTA Level 4 and 5 programmes offered at the College. The supervisors report, logbooks, and field report will be used for assessing student performance during IPT. Thus, these regulations provide framework for IPT.

6.4 Students Bylaws (2021)

Matters of administration of students within the campus including dress code, discipline, grievance handling procedures and students' organization are spelt out in these bylaws.

Other matters on student's affairs and welfare are guided by welfare policy in place.