



Post Graduate Diploma in Environment Management 2024-25

Prospectus and Syllabus



**EPCO Institute of Environmental Studies
Environmental Planning and Coordination Organization
Department of Environment, Government of MP**

Post Graduate Diploma in Environment Management

Academic Session: 2024-25

PROSPECTUS

Background

Environmental Planning & Coordination Organization (EPCO), a registered society of Department of Environment, GoMP, is an advisory organization to the State Government on matters related to environment. EPCO is a unique organization in terms of its foresight and the width of its mandate. Ever since its inception in 1981, EPCO has witnessed many developments in the field of environment consisting of international initiatives and agreements, a robust legislative framework and substantial increase in the grassroots movements.

Over the last 44 years EPCO has touched upon virtually every kind of work that is related to the field of environmental planning. It did pioneering work in creation of environmental consciousness and focusing attention on environmental problems of the state.

The human resources and knowledge base of EPCO is one of its biggest strengths. It has also developed a substantive goodwill amongst the members of the Civil Society through its awareness and training programs, conferences, seminars and mass campaigns.

Govt of MP has established a State Knowledge Management Centre on Climate Change (SKMCCC) which aims to develop strong connect between climate science, policy and practitioners.

EPCO has made significant contributions in the field of environmental research and education by carrying out many studies and conducting many training and capacity building programs. EPCO awards HCM fellowship for carrying out PhD on Climate Change issues of Madhya Pradesh. Additionally, various training programs are organized under the Mission LiFE campaign.

To capitalize on this knowledge wealth and share it with the stakeholders, EPCO Institute of Environmental Studies (EIES) was established in the year 2011 under the aegis of EPCO. EIES conducts a Post Graduate Diploma in Environment Management (PGDEM) which is offered in a distant mode.

The PGDEM course has proved to be of immense value to fresh students and in-service professionals who are employed in industries, analytical & scientific jobs, environment & safety divisions of various industrial houses or in government departments and human resource service providers. PGDEM diploma is awarded by EIES, EPCO, Department of Environment, and Government of Madhya Pradesh.

PGDEM Course Details

1. **Course Title- 'Post Graduate Diploma in Environment Management'.**
2. **Course Objective-**
 - Enhance understanding on Environment, Sustainable Development and Climate Change issues.
 - Inculcate leadership qualities and sense of environmental stewardship
 - Develop a cadre of professionals to effectively contribute in mainstreaming of environmental concerns.
 - Create mass awareness on environmental issues to bring about behavioral and lifestyle change.
 - Broad syllabus content is enclosed. There may be minor changes in the syllabus content.
3. **Eligibility-** Graduate in any discipline with 55% marks for general category and 50% marks for reserve category.
4. **Fee Details-**
 - I. **Application Fee:** Rs. 1000/- (Rs. One Thousand) to be deposited with application form
 - II. **Course Fee:** Rs. 33,000/- (Rs. Thirty Three Thousand only) for General Category and Rs 20,000/- (Rs. Twenty Thousand only) for Reserved Category. Fees may be deposited in two installments, 1st at the time of admissions and 2nd installment during middle of the session (exact dates to be communicated in due course of time).
 - III. **Examination Fee:** To be informed in due course of time
 - IV. **How to deposit Fee:** Students may deposit application form fee, course fee and examination fee directly in EPCO's Bank account using Net Banking, RTGS/ NEFT details given in this document. Students may also deposit fee through Bank DD to be drawn in favour of ED EPCO.
 - V. **Fee Reimbursement:** As per the GoMP GAD's order no 11-2/2012/1-9 dated 22nd March 2012 those students who are employee of MP State Govt Departments, their fees will be reimbursed by their respective departments upon successful completion of PGDEM course.
5. **No. of Seats-** The number of seats for the session is **80** which **may be increased** in case of deserving applicants with due approval of ED, EPCO.
6. **Course Duration-** One Year (10-12 months).
7. **Mode of Admissions & Selection Procedure-**
 - I. **Submission of Applications:** Applications with self-attested copies of testimonials such as marks sheets/ degree/ diploma, work experience certificate and reference letter to be submitted online through EPCO's website (www.epco.mp.gov.in).
 - II. In-service applicants will have to enclose **Permission Letter** from their respective employer. Sponsorship letter may also be attached both by freshers and in-service applicants if their employer or some other organization is sponsoring the applicant.
 - III. **Short-listing cum Selection Committee:** A three (3) member short-listing cum selection committee duly approved by Executive Director, EPCO will examine the applications forms with regard to eligibility criteria, verify testimonials / credentials submitted by the applicant and decide and supervise on the mode of entrance test, if need be.
 - IV. **Reference letter:** Submission of a **reference letter** which could be from an eminent environmentalist, college Principal, HoD, Professor, Faculty member of college/ HoD of the employee's office or any person of eminence **is needed**. Besides this, **contact details of two persons** for reference will also have to be informed by the candidate to get feedback on their behavior/ integrity etc.
 - V. **Screening Test for Admissions:** A screening entrance test (virtual /in person) **may be** conducted by the above short-listing cum selection committee. This **may be** followed by Personal Interviews (which could be online and/or on phone call also). The admission committee will prepare a list of probable candidates who meet all the criteria and then announce

an interim selection list along with waitlisted candidates. Final list will be published on EPCO's Website after due approval accorded by ED, EPCO.

8. Mode of Teaching-

- I. **Class room sessions:** Will be organized in a blended manner, meaning both in person as well as virtual mode via online platform wherein students will be taught in detail about course content.
- II. **Peer-learning:** System of peer-learning will be used to inculcate reading habits, to enhance understanding and knowledge about the subject.
- III. **Field Visits:** Field visits are an important mode of learning. Students will be taken to sites where notable work has been done in the field of Climate Change (Mitigation & Adaptation), Sustainable Development, Environment and Renewable Energy, Sustainable Agriculture, Waste Management, Water Conservation etc. and also where environmental degradation is visible will be considered.
- IV. **Faculty:** Guest faculty will be invited for taking the classes. Competent in-house professionals who have teaching skills and experience, their services would be used in class room knowledge sessions and in other academic activities of EIES.
- V. **Classroom teaching time:** Total teaching time will be 125-150 hours of class room periods, spread over in different knowledge sessions to be organized in blended mode during the academic session 2024-25.

9. Examination Process, Eligibility and Assessment- Following examination process in academic session: 2024-25 to be adopted.

- I. At the end of the PGDEM session a Term End Exam shall be conducted.
- II. This may include MCQs, Short answer and descriptive questions.
- III. In order to be eligible for receiving diploma, a student must fulfill all the elements of assessment (e.g. term end exams, internal assessment, project work / dissertation, group work etc.) well in time for the completion of diploma.
- IV. In lieu of dissertation the student may take up process documentation of any ongoing or completed project, take up a short research study, impact assessment project, or formulate a new small pilot project on environmental issues. These shall be done with respective mentors or any other subject experts who may guide.
- V. **Internal Assessment:** The internal assessment in the course curriculum will include assignment work, attendance, classroom activities/quiz and field visit participation. The criteria for the same is as follows-
 - There is a 100-marks criterion for the internal assessment. The breakdown of 100 marks is 70 marks for assignment, 10 marks for attendance, 10 marks for classroom activities/quiz and 10 marks for field visit participation. Passing marks for the internal assessment will be same as the other subjects i.e. 40 marks combined.
 - The students having 80% or more attendance (both online/offline attendance will be counted) in the academic session will get 10 marks of attendance in internal assessment; no marks will be given for attendance to the students having below 80% attendance.
 - For appearing in Term End Exam, 40% attendance in contact classes (including virtual or in person) is must.
 - If the attendance is less than 40%, a committee will review the case to take decision to allow the candidate to appear in the exam. ED, EPCO will take a final decision.
- VI. Depositions of requisite Course fee and Examination Fees on time.

10. Preparation of Result and Diploma Certificates-

- I. Result will be prepared after assessment of theory papers, dissertation/project work, viva voce, internal assessment, compilation and tabulation of marks duly verified and signed by Principal, Exam Controller, person who prepares the result and person who tabulates the result.

- II. Similarly Grade sheet and Diploma certificate (signed by Director General, EPCO & Executive Director, EPCO) will be countersigned by Principal, Exam Controller, persons who prepares and person who tabulates.
- III. The result will be announced on EPCO's website and will also be informed via email to all the candidates.

11. EPCO's Bank Details

Bank Name	Punjab National Bank
Branch	EPCO Branch
Account Holder Name	EPCO Institute of Environmental studies
Account No.	6310 0011 0000 0028
IFSC	PUNB 0631000

12. Tentative Academic Schedule-

Months Activity	2024						2025					
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Admissions	█	█	█									
General Introduction online				█								
Induction Session & field visits (10 days approx)				█								
Peer Learning					█							
Knowledge Session & field visits two week (10 days approx)						█						
Peer Learning							█	█	█	█	█	
Contact Class one week									█			
Project Report Assignment Submission						█	█	█	█	█		
Exams & Results											█	█

Note : In view of circumstances and for exceptionally deserving candidates. ED, EPCO reserves the right to relax any of the conditions and/or modify any process mentioned above.

Post Graduate Diploma in Environment Management (PGDEM) 2024-25

SYLLABUS

MODULE-I	INTRODUCTION TO ENVIRONMENT, DEVELOPMENT & SDGs
Unit-1	Fundamentals and Concepts of Environment
Unit-2	Sustainable Development concepts and SDGs
MODULE-II	NATURAL RESOURCE MANAGEMENT (Air, Forest, Wildlife, Water, Wetlands, Biodiversity and Minerals)
Unit-3	Ecosystem-Concepts, Functions and Types
Unit-4	Natural Resource Management
MODULE-III	CLIMATE CHANGE
Unit --5	Climate Change -Science, International, National and State level policy perspective
Unit-- 6	Climate Change– Vulnerability, Sectoral Impacts, Adaptation, Mitigation, NBS and Climate Finance
MODULE-IV	ENVIRONMENT POLICY, LAWS & PRINCIPLES
Unit-7	Environmental Policies, Principles, Doctrines, Laws and National Legislations on Environmental Protection
Unit-8	EIA–Introduction, concepts, purpose, process and institutional governance
MODULE-V	ENVIRONMENTAL CHALLENGES & RESPONSE
Unit – 9	Concepts of Environmental Pollution, Waste Management and Green Audit Certification
Unit – 10	Disaster Management and Disaster Risk Reduction and Climate Change
