

Title of the Course		CIVIL PROTECTION	
Amount in credit points/ECTS)	2/3	Volume (in hours)	80
Prior knowledge	General education		
Science Sector	Internal security and protection		
Science Subsector	Civil protection		
Summary of academic hours		Amount (academic hours)	
Distance learning		40	
Contact hours / video lessons		8	
Exercises, self – assessment questions and tests		25	
Individual work/ discussions in distance		4	
Exams/tests		3	
1 st level professional study programme	Office Management		
Author(s) of the course	Mg.ing. Mārtiņš Pužuls		
Lecturer(s) of the course	Mg.ing. Mārtiņš Pužuls		
Goal of the course:	Develop the necessary knowledge about the system of civil protection (CP) in the state, the rights and duties of state, municipality, juridical and physical persons in the framework of civil protection. Learn about the assessment of risks of civil protection endangerment and basic principles of providing first aid.		
Requirements for obtaining credit points (structure of course evaluation):	The final evaluation is calculated: Moodle discussion/tasks – 30% Exam – 70% <i>For obtaining final evaluation, both activities should hold successful evaluation – not below 4 points.</i> <i>Final evaluation is the average grade in 10-point system, in proportion of percentage distributed amongst both activities</i>		
Study Results			
1. Knowledge: 1.1. A student recognizes the principles and system operation of civil protection and disaster management;			
2. Skills: 2.1. A student describes the theoretical and practical action in the case of disasters; 2.2. A student plans and describes the process of giving first medical aid.			
3. Competences: 3.1. A student explains the basic principles of civil protection and division of disasters; 3.2. A student prepares the principles of civil protection commission and develops an action plan.			
Content of the Course			

No.	Subjects	Contact hours, video, audio lessons	Distance learning	Exercises, self- assessment questions and tests	Individual task – remote discussion. Description of the individual task is available in the E-studies	Exam
1.	Dangerous situations every day and their assessment, safe behaviour.	8	5	3	4	3
2.	Disasters, nature disasters, human caused disasters, epidemics.		5	3		
3.	Actions in emergency situations and in cases of disasters.		5	3		
4.	Civil alarm.		5	3		
5.	Mass disorders and terrorism		5	3		
6.	The role of state and municipality in civil protection		5	3		
7.	Municipality's plan of civil protection.		5	3		
8.	Involvement of individual and mass media in civil protection		5	4		
TOTAL:		8	40	25	4	3
80						

Mastering the course and successfully passing examination, student is capable of (*knowledge, skills and competencies*)

Study Results:	Evaluation Criteria		
	(40-69%)	(70-89%)	(90-100%)
Knowledge	To name and recognise terms	To define and recognise terminology	To understand and offer a solution to a problem-situation
Skills	To use and justify usage of terms	To evaluate and analyse usage of terms in practice	To synthesize, model and discuss about real problem-situations
Competences	Responsibility, initiative, creativity	Decision-making, critical thinking	Organisation and planning skills, self-

	during evaluation of real problem- situations	during real problem- situations, presentations skills during offering solutions to real problem-situations	discipline during solving different complexity issues and ability to make informed decisions
Acknowledgement of the obtained study results			
Study Results	1.	2.	3.
Evaluation Method			
Moodle discussions/tasks	X	X	X
Exam	X	X	X

Core Literature	
1.	Kusiņš J., Kļava G. Civilā aizsardzība. Rīga, Drukātava, 2011, 377 lpp.
2.	Risku un ievainojamības novērtējums un pielāgošanās pasākumu identificēšana civilās aizsardzības un ārkārtas palīdzības jomā. http://petijumi.mk.gov.lv/sites/default/files/title_file/petijums_varam_2016_2017_risk_un_ievain_novert_un_pielag_pasak_identific_civilas_aizsardz_arkart_palidz_joma.pdf
3.	Quarantaelli E.L. Disaster Planning, Emergency Management and Civil Protection: The Historical Development of Organized Efforts To Plan For and To Respond To Disasters http://udspace.udel.edu/handle/19716/673?show=full
Additional Literature	
1.	International Journal of Energy and Environment. http://www.ijee.ieefoundation.org/vol9/issue4/IJEE_00_v9n4.pdf
2.	Civilās aizsardzības un katastrofas pārvaldīšanas likums. https://likumi.lv/ta/id/282333-civilas-aizsardzibas-un-katastrofas-parvaldisanas-likums