

Report

Capacity Building Program

Disaster Management and First-aid

27th January 2026



Maharashtra National Law University, Mumbai

Prepared by

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Capacity Building Program

Work Life Balance

Maharashtra National Law University, Mumbai successfully conducted a Capacity Building Program for its teaching and non-teaching employees on **27th January 2026**.

The programme was organized with the objective of enhancing disaster preparedness and promoting employee well-being within the University. The session was held from 01:15 p.m. to 03:30 p.m. at the 2nd Floor, Conference Hall No. 03, on the topic “**Disaster Management and First Aid.**” The programme was delivered by **Dr. Rajkumar Shah**, who served as the Resource Person.

All teaching and non-teaching employees actively participated in the workshop. The programme provided valuable insights into disaster response mechanisms, first aid techniques, and effective emergency preparedness, thereby strengthening the University’s commitment to safety and institutional resilience.



“Dr. Rajkumar Shah addresses staff during a Capacity Building Program, highlighting the importance of professional development and preparedness. Participants are seen attentively engaging in the session, reflecting a collaborative and learning-oriented environment”

Program Schedule

The schedule was designed to begin with a formal introduction highlighting the significance of disaster preparedness in an institutional setting. This was followed by focused sessions led by Dr. Rajkumar Shah, covering key aspects of disaster management, emergency response strategies, and essential first aid practices. The programme further incorporated practical demonstrations and interactive discussions, enabling employees to engage actively and understand real-life application of safety protocols. The schedule concluded with a collective reflection on strengthening internal response systems across departments, reinforcing the University's proactive approach towards campus safety and preparedness.

Time	Particulars
1:15 - 1:20 pm	Registration and Assembly of Participants
1:20 - 1:35 pm	Welcome Address and Introduction to the Program Objectives
1:35 - 2:05 pm	Session I: Disaster Management - Preparedness, Response, and Institutional Safety Protocols
2:35 - 3:00 pm	Session II: First Aid Training - Basic Life Support and Emergency Response Techniques
3:00 - 3:15 pm	Interactive Session and Q&A
3:15 - 3:25 pm	Discussion on Implementation of Safety Measures within University Departments
3:25 - 3:30 pm	Felicitation Of Dr. Rajkumar Shah

Resource Person, Dr. Rajkumar Shah while addressing non teaching staff about "Disaster Management and First Aid" Dr. Shah highlighted the importance of being prepared in crises, emphasizing the vital role of non-teaching staff.



Dr. Rajkumar Shah
Indian Red Cross Society, Pune

Practical Demonstrations



“Dr. Shah demonstrates life-saving techniques during the Capacity Building Program, using a CPR mannequin to provide practical training. The session highlights hands-on learning and emergency preparedness, ensuring participants gain essential first-aid skills”

Dr. Rajkumar Shah conducted practical demonstrations on essential first aid techniques to equip employees with hands-on emergency response skills. The session included step-by-step guidance on **basic life support measures, CPR techniques, handling minor injuries, managing bleeding,** and responding to **common medical emergencies.** Participants were actively engaged in understanding correct procedures and safety precautions, enabling them to respond promptly and effectively in real-life situations. The practical approach of the session significantly enhanced the confidence and preparedness of the attendees.



Participation Of Staff in Workshop



"The resource person demonstrates a first-aid technique on a participant during the Capacity Building Program, providing practical guidance on emergency response."

Staff members actively participated in the practical training session on CPR (Cardiopulmonary Resuscitation). Under expert guidance, participants were introduced to the step-by-step procedure of assessing an unconscious person, checking responsiveness and breathing, and initiating chest compressions with correct hand placement and posture. They were trained on maintaining the appropriate compression depth and rhythm, along with providing rescue breaths in accordance with standard emergency protocols. The hands-on practice enabled the employees to gain confidence in administering immediate life-saving assistance during cardiac emergencies, thereby strengthening their preparedness to handle critical situations effectively

Felicitation

Following the successful completion of the workshop, Dr. Rajkumar Shah was felicitated in recognition of his valuable contribution and insightful guidance. The felicitation was carried out by the **Hon'ble Registrar, Prof. (Dr.) Prakash Choudhary, along with the Finance Officer, Mr. Sujit Patil, and Assistant Registrar (Administration), Dr. Mayur Chordiya.** The dignitaries expressed their appreciation for Dr. Shah's engaging sessions, particularly the practical demonstrations and hands-on training on disaster management and first aid, which greatly benefited the University employees. The ceremony concluded with a note of gratitude for his efforts in strengthening institutional preparedness and promoting a culture of safety on campus.



"Hon'ble Registrar Prof. (Dr.) Prakash Chaudhary along with Finance Officer Mr. Sujit Patil and Assistant Registrar (Administration) Felicitating Dr. Rajkumar Shah"

Fire & Safety



"Maharashtra National Law University, Mumbai organized a Fire and Safety Workshop exclusively for its non-teaching staff to enhance emergency preparedness"

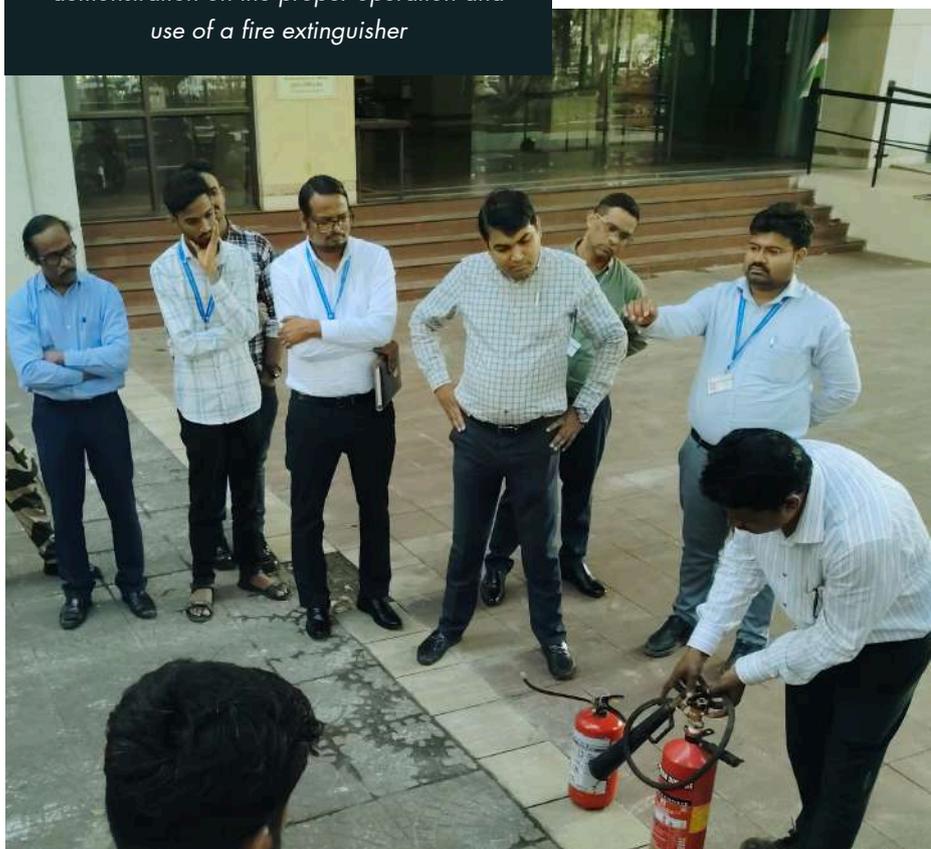
Maharashtra National Law University, Mumbai organized a Fire and Safety Workshop exclusively for its non-teaching staff to enhance emergency preparedness and promote a culture of safety on campus. The workshop included a live demonstration on the correct operation of fire extinguishers, where participants were trained in identifying different types of extinguishers and their appropriate use during various fire situations. The resource person also provided practical guidance on precautionary measures, evacuation procedures, and the importance of remaining calm and coordinated during a crisis. The hands-on demonstration enabled staff members to gain confidence in responding promptly and effectively to fire-related emergencies, thereby strengthening the University's overall safety framework.

Basics of Fire Extinguisher

The Fire Safety expert Mr. Sachin Patil and his Team conducted a comprehensive theoretical session to educate staff members on preparedness and response strategies in the event of a building fire. During the session, detailed guidance was provided on identifying potential fire hazards, understanding the different types of fires, and selecting appropriate fire extinguishers based on the nature of the emergency. The team explained the importance of early detection, immediate reporting, and adherence to established evacuation procedures to ensure the safety of all occupants. Emphasis was laid on remaining calm, avoiding panic, assisting vulnerable individuals, and assembling at designated safe zones after evacuation. Participants were also briefed on coordination with emergency services and the critical role of teamwork in minimizing damage and preventing casualties.



Mr. Sachin Patil delivering a brief demonstration on the proper operation and use of a fire extinguisher



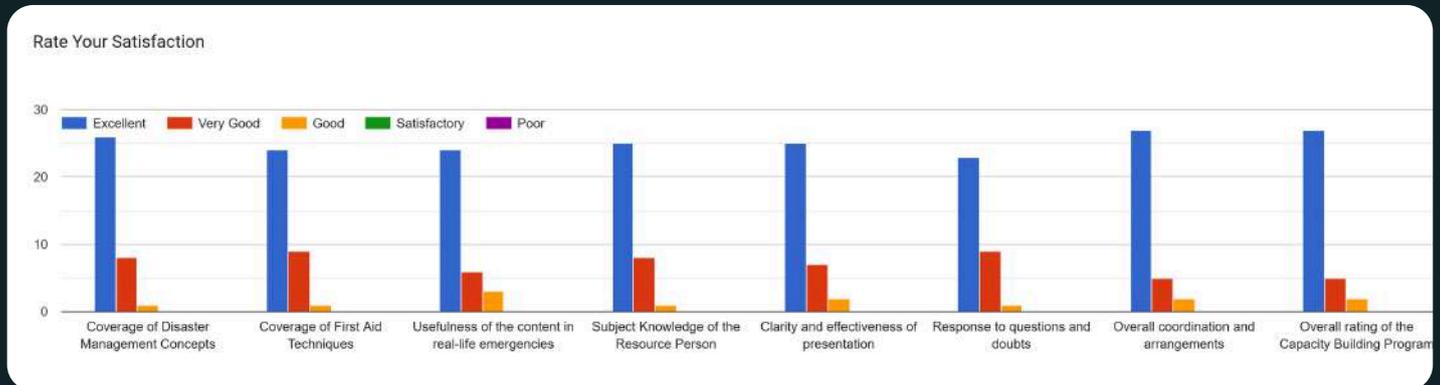
Operating Fire Extinguisher



As part of the structured fire safety training program, a staff member is seen actively operating a fire extinguisher on a controlled fire set up by the expert team for demonstration purposes. Under careful supervision, the participant follows the correct procedure—holding the extinguisher firmly, maintaining an appropriate distance, and directing the spray toward the base of the flames to effectively suppress the fire.

After the initial attempt, each staff member was given the opportunity to participate individually, ensuring hands-on experience for all attendees. This comprehensive drill not only strengthened their operational skills but also instilled confidence, teamwork, and a heightened sense of responsibility, equipping them to respond promptly and effectively in the event of an actual fire emergency within the premises. It reinforced the university's commitment to safety and preparedness.

Statistics of Feedback from participants



Rate of Satisfaction

Feedback received from the university staff for the disaster management and first aid workshop

Summary of Feedback

The feedback received from the staff regarding the Disaster Management session was largely positive, with most participants rating the session as excellent and very good. The staff appreciated the importance and relevance of the topic, highlighting that such sessions are highly useful for enhancing awareness and preparedness during emergencies. In their suggestions, many participants expressed interest in having more disaster management sessions in the future. They also recommended including greater practical involvement and interactive demonstrations for the audience, which would help participants better understand emergency procedures and respond effectively in real-life situations. Overall, the feedback reflects strong appreciation for the session and encourages the continuation of similar practical awareness programs.

End Of Report



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