

Glossary

Access Control: It is any mechanism by which a system grants or revokes the right to access some data, or perform some action.

Access Control System: A security system that has a list of user names and passwords that is checked by the operating system to find out if a particular user and allows a system administrator to set up a hierarchy of users.

Act: A law that has been passed by a parliament.

Amendment Bill: To make some change in the details or provisions of a bill or measure while on its passage, professedly for its improvement.

Audit: An official examination of business and financial records to see that they are true and correct.

Bill: A written suggestion for a new law that is presented to a country's parliament so that its members can discuss it.

Breaches: A failure to do something that must be done by law.

Cargo: All articles, goods, materials, merchandise, or wares carried onboard an aircraft, ship, train, or truck, and for which an air waybill, or bill of lading, or other receipt is issued by the carrier. It includes livestock, but usually does not include bunkers (fuel for powering the vessel or vehicle), accompanying baggage, vessel or vehicle's equipment and spare parts, mail, and stores.

CCTV (closed-circuit television): It is a TV system in which signals are not publicly distributed but are monitored, primarily for surveillance and security purposes.

Challan: The requisite form filled to pay cash, cheque, Demand draft in a bank, tax department, government office etc. This also means in simple terms official receipt of payment.

Confidentiality: A situation in which you expect somebody to keep information secret.

Crowd: Large number of people gathered together in a public place, for example in the streets or at a sports game.

Culture Sensitivity: Being aware that culture differences and similarities exist and have an effect on values, learning, and behaviour.

Data: Facts and statistics collected together for reference or analysis.

Database: Systematically organized or structured repository of indexed information

(usually as a group of linked data files) that allows easy retrieval, updating, analysis, and output of data. Stored usually in a computer, this data could be in the form of graphics, reports, scripts, tables, text, etc., representing almost every kind of information.

Document: A written or printed paper that bears the original, official, or legal form of something and can be used to furnish decisive evidence or information.

Documentation: The documents that are required for something, or that give evidence or proof of something.

Evacuation: To move people from a place of danger to a safer place.

Explosive Device: Device that bursts with sudden violence from internal energy.

Faults: Something that is wrong or not perfect; something that is wrong with a machine or system that stops it from working correctly.

Frisking: To search (a person) for something concealed, especially a weapon, by passing the hands quickly over clothes or through pockets.

Hand Geometry Access Control System: Hand-geometry devices are specially designed biometric devices used for capturing the geometric characteristics (e.g., length, width, thickness and curvature of the fingers, the palm size).

Hijacking: Illegally seize (an aircraft, ship, or vehicle) in transit and force it to go to a different destination or use it for one's own purposes.

Improvised: Make or do something using whatever is available.

Incident: Untoward event which (depending on the circumstances) may lead to a damage, disaster, or loss.

Information: Facts or details about somebody/ something.

Instruction: Detailed information on how to do or use something.

Investigation: An official examination of the facts about a situation, crime, etc.

Invoice: A detailed list of goods shipped or services rendered, with an account of all costs; an itemized bill.

Law: A rule that deals with a particular crime, agreement, etc.

Legible: Clear enough to read.

Logbook: A record book with periodic entries or a document listing the registration, manufacture, ownership and previous owners, etc., of a motor vehicle.

Malfunction: An unattractive or unsatisfactory feature, esp. in a piece of work or in a person's character.

Monitoring: Observe and check the progress or quality of (something) over a period of time; keep under systematic review.

Order: Something that somebody is told to do by somebody in authority.

Ordinance: An order or a rule made by a government or somebody in a position of authority.

Organized Crime: Ongoing conspiratorial enterprise engaged in illicit activities as a means of generating income (as black money).

Patrols: To go around an area or a building at regular times to check that it is safe and that there is no trouble.

Perimeter Protection: A type of security in which most or all doors and windows are protected with a door/window contact.

Perimeter Security: Refers to routers, firewalls, and intrusion detection systems implemented to tightly control access to networks from outside sources.

Perimeter System: Sensing devices that are located on exterior doors and windows to activate the alarm.

Perimeter: The continuous line forming the boundary of a closed geometrical figure.

Philanthropy: Is an idea, event, or action that is done to better humanity and usually involves some sacrifice as opposed to being done for a profit motive. Acts of philanthropy include donating money to a charity, volunteering at a local shelter, or raising money to donate to cancer research.

Planning: A basic management function involving formulation of one or more detailed plans to achieve optimum balance of needs or demands with the available resources.

Policies: A written statement of a contract of insurance.

Prevention of Terrorism Act: Act which gave the power to use 'control orders' to limit the freedom of people suspected of terrorism.

Procedure: A way of doing something, especially the usual or correct way.

Process: A series of things that are done in order to achieve a particular result.

Protect: To make sure that somebody/something is not harmed, injured, damaged, etc.

Protection: The act of protecting somebody/something; the state of being protected.

Public Address System: An electronic amplification system used as a communication system in public areas.

Record: A written account of something that is kept so that it can be looked at and used in the future.

Recording: The process or act of writing down and storing information for official purposes.

Records: Document that memorializes and provides objective evidence of activities performed, events occurred, results achieved, or statements made. Records are created/received by an organization in routine transaction of its business or in pursuance of its legal obligations. A record may consist of two or more documents.

Report: A document containing information organized in a narrative, graphic, or tabular form, prepared on ad hoc, periodic, recurring, regular, or as required basis. Reports may refer to specific periods, events, occurrences, or subjects, and may be communicated or presented in oral or written form.

Responsibility: A duty or obligation to satisfactorily perform or complete a task (assigned by someone, or created by one's own promise or circumstances).

Right: Morally good or acceptable; correct according to law or a person's duty.

Risk: A probability or threat of damage, injury, liability, loss, or any other negative occurrence that is caused by external or internal vulnerabilities, and that may be avoided through preemptive action.

Rule: A statement of what you are advised to do in a particular situation.

Safety: The state of being safe and protected from danger or harm.

Scanning: Look at all parts of (something) carefully in order to detect some feature.

Screening: A systematic evaluation or investigation of something as part of a methodical survey, done especially to detect an unwanted substance or attribute.

Search: To look through or explore by inspecting possible places of concealment or investigating suspicious circumstances or to look into or over carefully or thoroughly in an effort to find or discover something.

Sections: The parts into which Acts are divided.

Security: The activities involved in protecting a country, building or person against attack, danger, etc.

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Sensitivity: The ability to understand other people's feelings.

Situations: All the circumstances and things that are happening at a particular time and in a particular place.

Special Act: A legislative act that applies only to a particular person or area.

Surveillance: Act of carefully watching a person suspected of a crime or a place where a crime may be committed.

Survey: An investigation of the opinions, behaviour, etc. of a particular group of people, which is usually done by asking them questions.

Suspicious: Feeling that somebody has done something wrong, illegal or dishonest, without having any proof.

Timescale: The period of time that it takes for something to happen or be completed.

Unlawful Activity: An act committed or omitted in violation of a law forbidding or commanding it and for which punishment is imposed upon conviction.

Verification: To check that something is true or accurate.

Visitors: A person who visits, as for reasons of friendship, business, duty, travel, or the like.

Visitor Pass: A person who visits a person or place for reasons of friendship, business, duty, travel, or the like with a permit, ticket, or authorization to come and go at will.

Visitor Record System: The Visitor record is created and contains the personal details of the person visiting.





CENTRAL BOARD OF SECONDARY EDUCATION

Shiksha Kendra, 2, Community Centre, Preet Vihar, Delhi-110301

Tel.: 011-22527183 • Fax : 011-22526580

E-mail : voc.cbse@gmail.com • Website : www.cbse.nic.in