

**Marking Scheme**  
**Strictly Confidential**  
**(For Internal and Restricted use only)**  
**Secondary School Certificate Examination, 2025**  
**SUBJECT NAME SECURITY (Q.P. CODE 90)**

**General Instructions: -**

<b>1</b>	You are aware that evaluation is the most important process in the actual and correct assessment of the candidates. A small mistake in evaluation may lead to serious problems which may affect the future of the candidates, education system and teaching profession. To avoid mistakes, it is requested that before starting evaluation, you must read and understand the spot evaluation guidelines carefully.
<b>2</b>	<b>“Evaluation policy is a confidential policy as it is related to the confidentiality of the examinations conducted, Evaluation done and several other aspects. Its’ leakage to public in any manner could lead to derailment of the examination system and affect the life and future of millions of candidates. Sharing this policy/document to anyone, publishing in any magazine and printing in News Paper/Website etc may invite action under various rules of the Board and IPC.”</b>
<b>3</b>	Evaluation is to be done as per instructions provided in the Marking Scheme. It should not be done according to one’s own interpretation or any other consideration. Marking Scheme should be strictly adhered to and religiously followed. <b>However, while evaluating, answers which are based on latest information or knowledge and/or are innovative, they may be assessed for their correctness otherwise and due marks be awarded to them. In class-X, while evaluating two competency-based questions, please try to understand given answer and even if reply is not from marking scheme but correct competency is enumerated by the candidate, due marks should be awarded.</b>
<b>4</b>	The Marking scheme carries only suggested value points for the answers These are in the nature of Guidelines only and do not constitute the complete answer. The students can have their own expression and if the expression is correct, the due marks should be awarded accordingly.
<b>5</b>	The Head-Examiner must go through the first five answer books evaluated by each evaluator on the first day, to ensure that evaluation has been carried out as per the instructions given in the Marking Scheme. If there is any variation, the same should be zero after deliberation and discussion. The remaining answer books meant for evaluation shall be given only after ensuring that there is no significant variation in the marking of individual evaluators.
<b>6</b>	Evaluators will mark( $\sqrt{\phantom{x}}$ ) wherever answer is correct. For wrong answer CROSS ‘X’ be marked. Evaluators will not put right (✓) while evaluating which gives an impression that answer is correct and no marks are awarded. <b>This is most common mistake which evaluators are committing.</b>
<b>7</b>	If a question has parts, please award marks on the right-hand side for each part. Marks awarded for different parts of the question should then be totaled up and written in the left-hand margin and encircled. This may be followed strictly.
<b>8</b>	If a question does not have any parts, marks must be awarded in the left-hand margin and encircled. This may also be followed strictly.
<b>9</b>	If a student has attempted an extra question, answer of the question deserving more marks should be retained and the other answer scored out with a note <b>“Extra Question”</b> .

10	No marks to be deducted for the cumulative effect of an error. It should be penalized only once.
11	A full scale of marks _____(example 0 to 80/70/60/50/40/30 marks as given in Question Paper) has to be used. Please do not hesitate to award full marks if the answer deserves it.
12	Every examiner has to necessarily do evaluation work for full working hours i.e., 8 hours every day and evaluate 20 answer books per day in main subjects and 25 answer books per day in other subjects (Details are given in Spot Guidelines).This is in view of the reduced syllabus and number of questions in question paper.
13	<p>Ensure that you do not make the following common types of errors committed by the Examiner in the past:-</p> <ul style="list-style-type: none"> <li>• Leaving answer or part thereof unassessed in an answer book.</li> <li>• Giving more marks for an answer than assigned to it.</li> <li>• Wrong totaling of marks awarded on an answer.</li> <li>• Wrong transfer of marks from the inside pages of the answer book to the title page.</li> <li>• Wrong question wise totaling on the title page.</li> <li>• Wrong totaling of marks of the two columns on the title page.</li> <li>• Wrong grand total.</li> <li>• Marks in words and figures not tallying/not same.</li> <li>• Wrong transfer of marks from the answer book to online award list.</li> <li>• Answers marked as correct, but marks not awarded. (Ensure that the right tick mark is correctly and clearly indicated. It should merely be a line. Same is with the X for incorrect answer.)</li> <li>• Half or a part of answer marked correct and the rest as wrong, but no marks awarded.</li> </ul>
14	While evaluating the answer books if the answer is found to be totally incorrect, it should be marked as cross (X) and awarded zero (0)Marks.
15	Any unassessed portion, non-carrying over of marks to the title page, or totaling error detected by the candidate shall damage the prestige of all the personnel engaged in the evaluation work as also of the Board. Hence, in order to uphold the prestige of all concerned, it is again reiterated that the instructions be followed meticulously and judiciously.
16	The Examiners should acquaint themselves with the guidelines given in the “ <b>Guidelines for Spot Evaluation</b> ” before starting the actual evaluation.
17	Every Examiner shall also ensure that all the answers are evaluated, marks carried over to the title page, correctly totaled and written in figures and words.
18	The candidates are entitled to obtain photocopy of the Answer Book on request on payment of the prescribed processing fee. All Examiners/Additional Head Examiners/Head Examiners are once again reminded that they must ensure that evaluation is carried out strictly as per value points for each answer as given in the Marking Scheme.

## Set 4

### MARKING SCHEME SECURITY

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#### SECTION A (Objective Type Questions)

1. Answer any **4** out of the given **6** questions on Employability Skills.
- |       |                  |   |
|-------|------------------|---|
| (i)   | (B) Active       | 1 |
| (ii)  | (C) Reward       | 1 |
| (iii) | (D) Self-control | 1 |
| (iv)  | (A) Mouse        | 1 |
| (v)   | (D) Impulsive    | 1 |
| (vi)  | (C) 2030         | 1 |
2. Answer any **5** out of the given **6** questions.
- |       |  |   |
|-------|--|---|
| (i)   | (C) 45 Degree  | 1 |
| (ii)  | (A) 222  | 1 |
| (iii) | (A) Activate fire alarm  | 1 |
| (iv)  | (D) Manesar  | 1 |
| (v)   | (A) Ctrl+A   | 1 |
| (vi)  | (D) This is a 'stopper knot' that is unlikely to join or pull loose. | 1 |
3. Answer any **5** out of the given **6** questions.
- |       |                           |   |
|-------|---------------------------|---|
| (i)   | (C) Udampur               | 1 |
| (ii)  | (A) CPU                   | 1 |
| (iii) | (D) Blind Carbon Copy     | 1 |
| (iv)  | (B) Backside of knee      | 1 |
| (v)   | (A) Section 21            | 1 |
| (vi)  | (D) Prayagraj (Allahabad) | 1 |

4. Answer any **5** out of the given **6** questions. **5×1=5**
- (i) (C) Identifier **1**
  - (ii) (A) Nitrogen **1**
  - (iii) (B) ITBP **1**
  - (iv) (D) URGENT **1**
  - (v) (C) 350 **1**
  - (vi) (A) 160 cms **1**
5. Answer any **5** out of the given **6** questions. **5×1=5**
- (i) (D) Original location **1**
  - (ii) (A) Mitigation **1**
  - (iii) (D) @ **1**
  - (iv) (B) Israel **1**
  - (v) (A) 90% of wages per month **1**
  - (vi) (B) 15 cardiac compressions and 2 respiration **1**

**Employability Skills : Answer any 3 out of the given 5 questions in 20-30 words.**

6. Inter-personal communication is a kind of formal or informal verbal communication between two individuals and is thus a one-on-one conversation. For example, two friends discussing homework or two ladies gossiping over phone. **2**
7. Stress management can help us to: (a) have a joyful life. (b) focus and complete tasks on time. (c) be a happy person as you are stress-free. (d) be more energetic and spend quality time with your friends and family. **2**
8. For weekly maintenance of computers I will do the following: (a) Clean the keyboard (b) Clean the monitor (c) Dust the CPU and printer (d) Backup the data to an external drive. **2**
9. With the growth of their business, entrepreneurs look for more people to help them. They buy more material and from more people. They also hire more people to work for them. In this way, entrepreneurs create jobs. **2**

10. As a responsible consumer we can : (1) reuse paper, glass, plastic, water, etc. (2) use cloth bags for shopping. (3) donate things which we do not need (4) buy and eat seasonal fruits and vegetables from local growers. (5) do not waste water and electricity. (6) sort and treat garbage before disposing. 2

Answer any 4 out of the given 6 questions in 20-30 words.

11. Class D fire is caused by burning of metals like aluminium, magnesium, lithium, sodium., potassium and their alloys. Water, CO<sub>2</sub> and foam are not used for extinguishing Class D fires. 2
12. a. Attacker : The attacker is the combatant initiating the assault such as a punch, kick, or slap.  
b. Non-contact : It is a blow delivered with the illusion of contact. A non-contact punch always misses its target by 6-8 inches or more. 2
13. Arithmetic and Logic Unit of a computer acts as an accountant of a company, which performs all the mathematical and logical calculations. 2
14. Signs and Symptoms of a Stroke : 1×2=2
1. Blurred vision, partial loss of sight, or seeing flashing lights.
  2. Confusion and disorientation, often mistaken for drunkenness.
  3. Signs of paralysis or weakness, often only down one side of the body.
  4. Difficulty in speaking; drooping mouth or smile.
  5. Dribbling from one side of the mouth.
  6. Loss of consciousness.
  7. Sometimes the pulse will be full and throbbing, the person breathes noisily, and the skin is flushed.
15. Biometric Identification: It uses human characteristics that are individually unique, such as voice pattern, eye retina, fingerprint, signature and hand geometry. In biometric system, information about individual employees is stored in a data bank. This could include fingerprints, palm prints, retina patterns (blood vessel patterns in the eye) or face recognition information. If an employee wants to enter an

area he/she must pass his/her finger/hand, eye, or face by a reader. If the reader matches this information with the stored data bank, the door is unlocked. Because biometric data is unique to each person, this system can be used to prevent theft or fraud. Unlike a password or PIN, a biometric trait cannot be forgotten or lost.

2

**16.** To add a signature, follow the steps given below :

Step 1 : Click the gear icon in the top-right corner of the page and select Mail settings.

Step 2 : Scroll down until you see the Signature section.

Step 3 : Type your desired signature in the box. You can also change the font, add other formatting, or insert an image if you want.

Step 4 : Scroll down to the bottom of the page and click Save Changes.

2

Answer any **3** out of the given **5** questions in 50-80 words.

**17.** Duties of Housekeeping Supervisor :

4

1. Ensure fire exits are clear.
2. Help customers to come out of the building and guide them to exit routes.
3. Calm the guests to maintain composure while evacuation to avoid stampedes.
4. Help security guards in cordoning off the fire affected area.
5. Help in salvaging property from getting burnt.
6. Help in evacuation of casualties.

**18.** Flagging Emails as Spam :

4

1. Select the email message from the list.
2. Click the Spam button on the toolbar.
3. The conversation will move from the Inbox folder to the Spam folder.
4. A confirmation message displays at the top of the screen.

- 19.** Role and responsibilities of Security Supervisor : 4
1. Supervise the security staff as per SOP.
  2. Educate the security staff on the various procedures and systems approved by the management.
  3. Conduct training activities for the security staff.
  4. Maintain security equipment and gadgets.
  5. Deploy security personnel for optimum use so as to ensure total security of the mall.
  6. Ensure maintenance of entry and exit log.
  7. Update and sign all Daily Security Report.
  8. Monitor inward and outward loading of goods, provisions and other materials.
  9. Report all violations of SOP to the Head of Security/ Management.
- 20.** The Indian Navy is divided into the following broad categories : 4
1. Administration
  2. Logistics and Material
  3. Training
  4. The Fleets/Surface Ships
  5. The Naval Aviation
  6. The Submarine Arm
- 21.** For making four-hand seat to carry a victim, perform the following steps :
- Step 1 : With the person to be carried standing close to you, first hold your left wrist with your right hand, and ask your carrying partner to do the same.
- Step 2 : Now, link hands, taking hold of your partner's right wrist. This should form a square. This forms the seat for carrying.
- Step 3 : Allow the casualty to gently sit back onto your hands and get him/her to place his/her hands around your shoulders.
- Step 4 : Move forward lifting the casualty. 4