



A TECHNICAL REPORT
ON
STUDENT INDUSTRIAL WORK EXPERIENCE SCHEME (SIWES)
HELD AT
SECURITY UNIT
(KWARA STATE POLYTECHNIC, ILORIN)

BY:
SHIGIRI ISAAC FRIDAY
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DEDICATION

It is dedicated to Almighty Allah, the giver and taker of wisdom, knowledge and understanding. And Also to my inestimable parents, **MR. AND MRS. SHIGIRI** who happens to be the instrumental of my education, and for their counselling, patience and encouragement given to me.

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All thanks to Allah for making this SIWES a reality. My profound gratitude goes to the Head, Department Public Administration (**MR. SERIKI**), Kwara State Polytechnic, Ilorin, Kwara State for his word of advice.

I wish to express my sincere appreciation to some of my lecturers, ***** and many tom mention but few, for the great wisdom and knowledge impacted in me.

I also used this medium to appreciate the support of my parents, **MR. AND MRS. SHIGIRI** for their physical, moral, spiritual and financial supports that was given to me during the course of my SIWES programme.

My appreciation will not be completed if I fail to appreciate my SIWES coordinator and other staff at KWARA POLY SECURITY UNIT

ABSTRACT

This report gives the account of the training I undergone at Kwara Poly security unit Ilorin Kwara State, Nigeria. It includes all the experience I acquired during the course of my SIWES at Charcoal business export and import management

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CHAPTER ONE

INTRODUCTION

Students Industrial Work Experience Scheme (SIWES) is a very big aid and a stepping stone to life after school. It is an opportunity given to students to put into practice most of the things that were taught as theory by lecturers in the Institution.

Broadcasting Station like Special Broadcasting Service (S.B.S) 96.9 F.M has been a great aid to this programme because it gives more enlightenment on what journalism and mass communication is all about. As a result of this, SIWES gives students more orientation and exposure to students in their course of training.

MEANING OF SIWES

Students Industrial Work Experience Scheme (SIWES) is the accepted skills training programme, which forms part of the approved minimum academic standards in the various degree programmes for all the Nigerian Universities. It is provided to bridge the gap that exists between the theory and practical.

It is aimed that exposing students to machines and equipment, professional work methods and way of safeguarding the work areas and workers in industries and other organizations.

OBJECTIVE OF SIWES

- To prepare students for the work situations they are likely to meet after graduation
- To provide an avenue for students in the Nigerian Institution to acquire industrial skills and experience in their course of study
- To strengthen employer's involvement in the entire educational process of preparing institution graduates for employment in industry
- To provide students with an opportunity to apply their theoretical knowledge in real work situation, thereby bringing the gap between institution work and actual practice.

- To expose students to work methods and techniques in handling equipments and machinery that they may not available in universities.

HISTORY OF SIWES IN NIGERIA

In the earlier stage of science and technology education in Nigeria, students were graduating from their respective institution without any technical knowledge or working experience. It was in this view that students undergoing science and technology related courses were mandated for students in different institution in the view of widening their horizons so as to enable them have technical knowledge or working experience before graduating from their various institutions. The Students Industrial Training Funds (ITF) 1973 to enable students of tertiary institutions have basic knowledge of industrial works base on their course of study before the completion of their program in their respective institutions. The scheme was designed to expose the students to industrial environment and enable them develop occupational competencies so that they can readily contribute their quota to National economic and technological development after graduation.

The major background behind the embankment of students in SIWES was to expose them into industrial environment and enable them develop occupational competencies so that they can readily contribute their quota to national economical and technological development after graduation. The major benefit acquiring to students who participate consistently in SIWES are skills and competencies they acquired.

The relevant production skill remain the part of the recipients of industrial training as long as assets which cannot be taken away from them. This is because the knowledge and skills acquired through training are internalized and become relevant when required to perform jobs or functions.

CHAPTER TWO

OVERVIEW OF THE ORGANIZATION

A security organization is a department or team responsible for protecting an organization's assets, people, and information from various threats, such as theft, vandalism, terrorism, and cyber attacks. Identifying and assessing potential security risks to the organization. Implementing measures to prevent security threats, such as access control, surveillance, and alarm systems. Incident Response: Responding to security incidents, such as investigating crimes, containing damage, and restoring order. - Manages the ministry's financial resources, including budgeting, accounting, and financial reporting. Handles administrative and financial tasks, including budgeting, personnel management, and welfare. Responsible for internal security measures, crime prevention, and traffic control.

DESCRIPTION OF WORK DONE

During my training program, the first week of resumption, I was shown all the departments in the organization through which I was attached into one of the department I was oriented on how to make good relationship with colleagues as far as security work is concern. Normal meeting time starts in the morning at 8:00am to 8:30am which lasts for thirty minutes in which I was punctual throughout.

CHAPTER THREE

VARIOUS DEPARTMENTS AT THE NIGERIAN SECURITY UNIT

- ❖ **Ministry of Defence Departments**
- ❖ **Nigerian Police Force Departments**
- ❖ **Department of State Services (DSS):**
- ❖ **National Intelligence Agency (NIA)**
- ❖ **Department of Operations**
- ❖ **Department of Logistics and Supply**

GENERAL EXPERIENCE ACQUIRED

Security Operations

1. Security patrols and surveillance: Conducting regular patrols and surveillance to detect and prevent security breaches.
2. Access control and screening: Managing access to secure areas, screening individuals and vehicles, and controlling the movement of people and materials.
3. Incident response and management: Responding to security incidents, such as alarms, breaches, or emergencies, and managing the situation to minimize risk and damage.
4. Crisis management and emergency response: Participating in crisis management and emergency response efforts, such as evacuations, first aid, and communication with emergency services.

Security Procedures and Protocols

1. Security protocols and procedures: Understanding and implementing security protocols and procedures, such as lock-down procedures, emergency response plans, and communication protocols.
2. Risk assessment and management: Identifying and assessing potential security risks, and implementing measures to mitigate or manage those risks.

3. Compliance with security regulations: Ensuring compliance with relevant security regulations, laws, and industry standards.

Communication and Interpersonal Skills

1. Effective communication: Developing effective communication skills to interact with colleagues, supervisors, and the public.
2. Interpersonal skills: Building strong interpersonal skills to work effectively with diverse groups, including colleagues, supervisors, and the public.
3. Conflict resolution and negotiation: Developing skills to resolve conflicts and negotiate with individuals or groups.

Technical Skills

1. Security technology and systems: Understanding and operating security technology and systems, such as CCTV, access control, and alarm systems.
2. Communication equipment and systems: Using communication equipment and systems, such as radios, phones, and public address systems.
3. Computer-aided security systems: Understanding and using computer-aided security systems, such as security management software and incident reporting systems.

Soft Skills

1. Attention to detail: Developing attention to detail to identify potential security risks and breaches.
2. Analytical and problem-solving skills: Building analytical and problem-solving skills to assess security situations and develop effective solutions.
3. Adaptability and flexibility: Developing adaptability and flexibility to respond to changing security situations and priorities.

Leadership and Management

1. Leadership and team management: Developing leadership and team management skills to supervise and motivate security teams.
2. Strategic planning and decision-making: Building strategic planning and decision-making skills to develop and implement effective security strategies.
3. Budgeting and resource management: Understanding budgeting and resource management principles to allocate resources effectively and manage budgets.

These experiences can be valuable in various careers, including security management, law enforcement, emergency response, and risk management.

PROBLEMS/CHALLENGES FACED DURING SIWES

I had the most problem searching for a place of attachment for my industrial training because most of the organization rejects my request due to one reason or the other. I encountered the listed below problems during my SIWES program:

- Inadequate funds/financial difficulties
- Inadequate facilities, there is no accommodation facility for the SIWES students which makes the program a little bit difficult for me.
- Inaccessible machines. Most of the SIWES students are banned from some equipments, thus; given less opportunity to operate while they ask us to learn from them while operating it.

CHAPTER FOUR

SUMMARY OF THE WORKDONE

Lucidly, the report tells more about my industrial training held at the Kwara State Polytechnic Ilorin, Kwara State. The experience unit on the knowledge I gained as a student of Public Administration

RECOMMENDATIONS

I recommended that Government NBTE should make money available for the students that are on SIWES. I also recommended that equipments that should be made available in the school for the students to understand the practical aspect of the study. While this, the duration of the training should be extended for more training experience. Frequent and proper supervision should be made by the school managements to create room for seriousness among SIWES students.

CONCLUSION

The SIWES program undergone at SECURITY UNIT at Kwara state polytechnic Ilorin, Kwara State afforded me an in-depth exposure to some of the practical aspect of Mass Communication. I was opportune to be directed to SECURITY UNIT where I was introduced to many things in term of charcoal business..

The programme has been highly enlightening, interesting, beneficial and successful.

Without this training, the Ordinary National Diploma program (OND) would have been incomplete because it is a program that has really helps students to appreciate all the theoretical aspects of the work given at the institution. The aspiration of which the scheme was undergone was highly achieved.