

No. A-33020/1/2017-DGCD(Estt.)  
Government of India  
Ministry of Home Affairs  
Directorate General FS, CD & HG

East Block-7, Level-7,  
R. K. Puram, New Delhi-110066  
Dated 9<sup>th</sup> January 2018,

To


As per list enclosed

**Sub:- Filling up the post of Deputy Fire Adviser in the O/o DG (FS,CD&HG) on contract basis-reg.**

Sir,

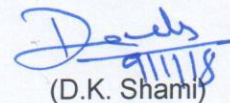
It is proposed to engage one retired specialized consultant for 06 months against the post of Deputy Fire Adviser in the O/o Directorate General of Fire Service, Civil Defence and Home Guards, Ministry of Home Affairs, New Delhi. The eligibility criteria for the post is given below:-

- a). Essential qualification:-** Bachelor degree in Fire Engineering from a recognized university.
- b). Experience:-** Seven years experience in Defence /Civil Fire Service organization.
- c). Duties and Responsibilities:-** A copy of duties and responsibilities is attached as (Annexure-A).
- d). Consultancy Fee:-** Retired personnel will get the consultancy fee as per the last pay drawn minus pension.

 The interested retired government servants may forward their bio-data and last pay drawn certificate latest by 30 January 2018 to the following address:-

Directorate General of Fire Service, Civil Defence and Home Guard, Ministry of Home Affairs, East Block-7, Level-7, R. K. Puram, New Delhi-110066.  
or E-Mail:- [dgcd.estt@gmail.com](mailto:dgcd.estt@gmail.com)

Yours faithfully

  
(D.K. Shami)

Fire Adviser/Head of Office  
Telefax:- 26712951



DUTIES OF DEPUTY FIRE ADVISER

1. To render expert technical advice on fire protection to all states/Central Ministries (except Defence Ministry), Public Undertakings, Industrial Units etc. with a view to preventing fire and minimizing fire losses
2. To advise the State Govts./Central Ministries (except Defence Ministry) in the organizational matters connected with their respective Fire Services
3. To coordinate the requirements of firefighting equipment and appliances for fire services in the country and assist in the procurement of such equipment and appliances
4. To assist in arranging fire fighting training on modern lines for the staff of the Fire Services and in building up posts of trained officers for expending the fire Services
5. All matters relating to the Professional Courses conducted by National Fire Services College, Nagpur.
6. All matters relating to B.E (Fire) Course of Nagpur University conducted by National Fire Service College.
7. Seminar for Senior Fire Officers
8. To arrange Annual Conference of National Fire Service College for Sr. Fire Officers
9. Problems pertaining to improvement in-syllabi, training aids, equipment and planning of training programmes etc. of the National Fire Services College, Nagpur
10. Training Policy and programme
11. Liaison with Indian Standards Institute (I.S.I) for the preparation of Indian Standards/specifications for all types of Fire Fighting equipments etc
12. All matters relating to the Standing Fire Advisory Council
13. Collection of statistical data on fire losses and causes of fires throughout the country and coordination work with Fire Research Station, Roorkee.
14. Observance of Fire Service Day- matters relating.
15. To bring up the Fire Services in Civil Defence towns to peace time scale and to advise regarding establishment of Auxiliary Fire Service in each of these towns
16. Award of President's Fire Service Medal for Gallantry/Distinguished Service and Fire Service Medal for Gallantry/Meritorious Service.
17. Matters relating to the issue of G.I.C. loans to the State Govts - for modernisation of Fire Services
18. Commission/Committees regarding major fire incidents
19. Meetings (Departmental/Inter-Ministerial) regarding matters related to Fire & Fire Fighting Equipments etc.
20. Miscellaneous matters pertaining to Fire and Fire Services.
21. Emblems