

the State Governments.

8. Many State Governments have expressed their willingness to raise loans for the development of their Fire Services. The General Insurance Corporation of India has agreed to subscribe to the state loans, as and when they are raised for the development of Fire Services. But, Reserve Bank of India has fixed a ceiling for the raising of public loans by each State Government. This fact prevents the State Governments from raising loans for the development of Fire Services. It is, therefore, recommended that the State Governments may be permitted to raise loans for the development of Fire Services over and above the normal ceiling fixed for them by the Reserve Bank of India.

Organization

9. Keeping in view the absolute necessity to cover the entire territory of each State, to reach down to the village level, and also the difficulty in finding adequate resources for fire protection organization at this mass scale, full public involvement is essential in fire protection. It is recommended that Fire Services in each State should be so organized that they should be able to enforce effective fire prevention measures and would also be able to fight fire anywhere within the State without much loss of property. The fire fighting organization should cover:
 - (a) **Full time paid fire stations** - These fire stations should be restricted to district headquarter towns and such other towns/areas where the fire risk is abnormally high. Properly designed fire station buildings should be provided for such fire stations and fire fighting appliances and equipment should be provided as per scales recommended later in this note. Personnel for manning these stations should be full time paid staff.
 - (b) **Retained fire station** - These fire stations should be established in all sub-divisional headquarter towns and other towns having lesser fire risk. These fire stations should be similar to those mentioned at (a) above, but only a skeleton full time paid staff should be provided at these stations. Such staff should be limited to one Station Fire Officer, one Leading Fireman per watch for the watch room and one Driver per fire appliance/ ambulance per watch. The remaining staff should be drawn from retained personnel who should be paid a fixed monthly retainer and a small allowance for attending each fire call.
 - (c) **Volunteer fire stations:** These fire stations should be established in each Block Development Center, so that no separate building would be necessary. The equipment should comprise one or two 90-120 liters per minute capacity portable pumps, which could be kept in the office of the Block Development Officer, and a hand-operated siren should be provided for raising the fire alarm, when necessary. Sufficient volunteers should be trained for manning the portable pumps and fighting the fire, as and when required. The Block Development Officer's jeep may be used for transporting the fire fighting equipments till such time, as it is possible to provide a separate transport vehicle for this purpose. Each of these pumps, complete with accessories should cost between Rs.5,000 and Rs.6,000 only.
 - (d) **Rural Fire Posts-** One or more rural fire post/posts should be established in each inhabited village. The number of such posts should be determined by the size and layout of the village. Simple fire fighting equipment, like barrel-mounted hand operated pumps, ceiling hooks and fire beaters should be provided at each of these posts. The entire equipment for each fire post would cost less than Rs. 2,000 which could easily be financed by the respective Gram panchayats. Training in the observance of fire precautions and fire fighting should be given to as many villagers as possible, so that they could fight fires on self-help basis within their own villages.
 - (e) **Fire retardant treatment of thatch-**to reduce the incidence of fire in the villages and in large areas having thatched buildings within the cities, training in method of treating the thatch and other combustible material with a view to make them fire retardant, should be propagated. The method has been developed by the Fire Research Division of CBRI who are willing to train anyone in its application. The State Governments may arrange to put up exhibition huts/houses in which treated thatch is used. The idea should catch up quickly and people would then treat the thatching material before constructing their house.
10. For the purpose of fire protection, each State should be divided into several Zones, each Zone being termed as a "Fire Service Command" The zoning should be done in such a way that no Fire Service Command would have more than 30 full time and retained fire stations in it. Each Command should be

further sub-divided into 3 Fire Service Divisions, so that each Division would have a maximum of 10 full time and retained fire stations in it.

11. Each Fire Service Command should be commanded by a Chief Fire Officer, who should be assisted by a Deputy Chief Fire Officer. At the Division level, the Officer-in-Charge of a Division should be of the rank of Divisional Fire Officer and he should be assisted by an Assistant Divisional Fire Officer.
12. Besides the structure given in the foregoing para for the operational wing of the Fire Service, establishment of other bureau is necessary for handling other aspects of the Service. The following bureaus are recommended:-
 - (a) Headquarters Bureau.
 - (b) Communication and alarm Bureau.
 - (c) Fire Prevention Bureau
 - (d) Community Relations Bureau
 - (e) Training Bureau
 - (f) Research and Development Bureau
13. The structure, intended purpose and justification for each of these bureaus are given below :-

(a) **Headquarters Bureau-** This bureau should be headed by a Principal Staff Officer who should be an uniformed officer of the rank of Deputy Director/Chief Fire Officer, the only difference being that the Deputy Director will be the senior most amongst all the Chief Fire Officers and the Principal Staff Officer.

The Headquarters bureau should have six divisions, under it as follows:-

- (i) Administration
- (ii) Finance
- (iii) Planning
- (iv) Provisioning
- (v) Technical
- (vi) Workshops

Each of the above divisions should be headed by an uniformed officer of the rank of Divisional Fire Officer and should have its own Sub-divisions and Sections, as necessary. Functions of various Divisions in Headquarters are given below:-

- (i) **Administration** - This division will look after the general administration of the Fire Service, lay down and execute all plans and programmes under the guidance of the Director, handle all matters connected with recruitment personal records, promotion, retirement etc. and such other functions as may be assigned to it.
- (ii) **Finance** - The recurring and non-recurring expenditure for any State Fire Service will be substantial. At the same time, enforcement of the fire prevention Legislation will also result in abnormal increase of work and accounting for the fees etc., which will be recovered on various items. A full-fledged Division for handling all Financial matters will, therefore, be necessary.
- (iii) **Planning** - It is necessary that execution of all schemes for future development of various aspects is planned in a systematic manner. This includes the design of future fire stations, appliances and equipment, other buildings for the department and so on. A separate Division is, therefore, necessary for planning, which will work in close co-ordination with Technical Division and Research and Development Bureau.
- (iv) **Provisioning** - A large quantity of appliances, equipment, uniform clothing and spare parts for fire appliances and general purpose stores will be required for the Fire Services. It is essential to create a separate Division for forecasting future requirements and taking necessary action for procurement, proper storage and distribution of stores and equipment.
- (v) **Technical** - Before the appliances, equipment and other stores could be purchased, it would be

necessary to lay down specifications for the guidance of the Provisioning Division. It would also be necessary for the Fire Services to actively participate in the preparation of national standards and building codes, keeping in view the interests of the Service. The Technical Division would look after this work, so as to relieve the other Divisions of this responsibility and to achieve better coordination and result.

- (vi) **Workshops** - Prompt repair and maintenance of all Fire Service equipment is of utmost importance. It is a specialized job and must be attended to by specially trained staff. A Workshops Division should, therefore, be created in each Fire Service. This Division should have two Sub-divisions-a centrally located workshop and a fully equipped mobile workshop for each Fire Service Division.
- (b) **Communications and alarm Bureau** - Means of communications and fire alarm system are essential for the operational efficiency of any well organized Fire Service. With a large number of control rooms and watch rooms, it will be necessary to maintain substantial quantities of communication equipment in a serviceable condition at all times. Functions of the communications and alarm bureau will embrace not only the maintenance of equipment, but also planning and provisioning of the equipment and its installation.

Each State Fire Service should have one central control room in the Fire Service HQ, one control room in each Command HQ, one control room in each Fire Service Divisional HQ and a watch room at every full time and retained fire station.

The communications and fire alarm bureau should be headed by a Chief Fire Officer, assisted by a Deputy Chief Fire Officer. It should have three main Divisions and nine Sub-divisions as given below: -

- (i) **Operations Division** - Sub divisions under this Division should be :-
One central control room, Command control rooms at the scale of one per Command, Divisional control rooms at the scale of one per Division and fire station watch rooms at the scale of one per full time & retained fire station.
- (ii) **Maintenance Division**- Its Sub divisions should be:
Installation, central tele-communication workshop and mobile tele-communication workshops (at the scale of one per Division).
- (iii) **Administration Division**- Sub-divisions under this Division should be :
Establishment, tele-communications planning and tele-communications provisioning
- (c) **Fire Prevention Bureau** - Consequent to the enactment of fire prevention Legislation, it would be necessary to set up an efficient machinery for its enforcement. It would also be necessary for the Fire Services to scrutinize all plans for new buildings within the municipal limits of each city/town in the State from fire safety angle and to inspect such buildings, when ready with a view to recommend the issue of occupancy certificate.

In addition to the enforcement of fire prevention Legislation and other duties connected with inspection of buildings, etc., the Fire Services would also have to launch a mass campaign for the prevention of fire all over the State, including both, the urban and the rural areas.

To enable the Fire Services to discharge these functions, it is suggested that a Fire Prevention Bureau . should be established in each State Fire Service. Such a bureau should have a limited number of highly trained personnel on its staff, whose functions should be clearly demarcated. They should function with the assistance of operational staff at the fire stations, for routine work only.

The Community Relations Bureau which is being recommended later would also play a very important role in assisting the Fire Prevention Bureau in the achievement of their objective.

The Fire prevention Bureau should be headed by a Chief Fire Officer, assisted by a Deputy Chief Fire Officer. It should have three Divisions under it, each of which should be headed by a Divisional Fire Officer, assisted by an Assistant Divisional Fire Officer and supported by such other staff as may be necessary. Its Divisions should be:-

- (i) Individual Building Division
- (ii) Fire Licences for ware houses Division

- (iii) Fire licences Division
 - (iv) Renewal of Occupancy Certificates Division
 - (v) Other miscellaneous Inspections Division
 - (vi) Complaints Division
 - (vii) Inspection Division
 - (viii) Prosecution Division
- (d) **Community Relations Bureau** - With the increase in fire prevention activities on a State wide level, it would be necessary to prepare and disseminate simple and educative literature on fire prevention measures and to arrange talks to different groups of people in various units of life, so as to arouse fire consciousness. In brief to make the task of the Fire Services easier and more readily acceptable to general public, it would also be necessary to provide a machinery for improving the image of the Service in the mind of the common man. Community Relations Bureau is, therefore, suggested for this purpose.
- This bureau should also be headed by a Chief Fire Officer, assisted by a Deputy Chief Fire Officer and should have the following Division under it:
- (i) Publications Division
 - (ii) Public Relations Division
 - (iii) Audio Visual Division
 - (iv) Photography Division
- Other Divisions may be added as and when the need arises.
- Each of the above Divisions should be headed by a Divisional Fire Officer, assisted by an Assistant Divisional Fire Officer and such other staff as may be necessary
- (e) **Training Bureau** - The head of the Training Bureau should be an officer of the rank of Chief Fire Officer who should be assisted by a Deputy Chief Fire Officer and such other uniformed and non-uniformed staff as may be necessary to handle the various training activities. The bureau should have 7 Divisions under it as follows:-
- (i) Administration Division
 - (ii) Library & Documentation Division
 - (iii) Junior Course Division
 - (iv) Senior Course Division
 - (v) Specialised Courses Division
 - (vi) Training & Visual Aids Division
 - (vii) Sports & Welfare Division
- (f) **Research & Development Bureau**-This Bureau should also be headed by a Chief Fire Officer, assisted by a Deputy Chief Fire Officer. It should have six Divisions under it as given below:-
- (i) Data Processing Division
 - (ii) Research, into Technical Literature & Documentation Division
 - (iii) Operational Research Division
 - (iv) Evaluation of new equipment Division
 - (v) Development of new equipment Division
 - (vi) Testing of new equipment before acceptance Division
 - (vii) Each of these Divisions should headed by a Divisional Fire Officer, assisted by an Assistant Divisional Fire Officer and such other staff as may be necessary.

Fire Stations

14. Fire stations should be so located that a maximum of 3 minutes' response time would be achieved in all

high hazard and closely built up areas and a response time of not more than 5 minutes would be achieved for all other areas (this does not include rural areas). Fire appliances should actually be run during peak hours to determine the approximate locations of fire stations from where the area allotted to them can be covered within the above time limits.

15. Proper fire station buildings and associated facilities should be provided for all full time and retained fire stations. Recommendations made by the Standing Fire Advisory Committee at its 2nd Meeting, concerning the minimum dimensions for each essential feature of a fire station, should be taken as a guide for this purpose.
16. The practice to combine the Fire Service Headquarters with one of the fire stations should not be insisted upon. All Divisional, Command and Fire Service Headquarters should be located in independent buildings.

Appliances and Equipment

17. It is recommended that mobile fire and rescue appliances should be built on diesel chassis. The following types of appliances should be standardized in fire Services:
 - (a) Water tender pump, carrying 3,000 litres water and fitted with 1800 litres per minute pump preferably mid-ship-mounted and carrying an additional 275 litres per minute portable pump, conforming to IS642.
 - (b) Extra heavy water tender, carrying 9,000 litres of water and fitted with suitable outlets for connection to 75mm and 100 mm suction inlets.
 - (c) The following scale of appliances is recommended as standard scale for each fire station:
 - (a) For each full time paid fire station-
 - (i) Water tender pump (see para 17(a) above- 2 nos.
 - (ii) Extra heavy water tender (see para 17(b) above-1 no.
 - (iii) Ambulance-1 no.
 - (b) For each retained fire station-
Same scale of appliances as for the full time paid stations.
 - (c) For each volunteer fire station-
Portable pump of 90~120 litres per minute capacity with 40mm dia hose, in convenient lengths, and other ancillary equipment-1 set.
 - (d) For each rural fire post
 - (i) Hand operated rotary pump, mounted on 200 liters capacity barrel on trolley wheels-1
No
 - (ii) Ceiling hook-1 nos.
 - (iii) Fire heaters-2 nos.
18. The following scale of hose is recommended for each mobile pumping appliance
 - (a) RRL hose, conforming to type II of IS:636, size 63 mm dia, in 22.5 m or 30 m lengths, according to local preference, and fitted with pressure die-cast light alloy instantaneous couplings conforming to IS 903-720 m.
 - (b) Controlled percolation hose, coated on both sides, or unlined canvas hose in 30 m lengths and fitted with pressure die-cast light alloy instantaneous couplings conforming to IS 903-240m.
19. Fifty per cent of each type of hose should be carried on the fire appliances at all times and the remaining fifty per cent should be kept as reserve at the fire station for replenishing the wet hose after use.
20. In addition to the appliances mentioned above, one or more of the following specialized appliances should be provided at selected fire stations or Fire Service Divisional headquarters, according to local circumstances:-
 - (a) Turn table ladder-45 m

- (b) Turn table ladder- 31 m
 - (c) Hydraulic Platform - 31 m
 - (d) Hydraulic Platform - 26 m or 22 m
 - (e) Light rescue tender
 - (f) Emergency tender
 - (g) Extra heavy pumping appliance of not less than 10,000 litres per minute pumping capacity
 - (h) Hose laying tender
 - (i) Lighting van
 - (j) Control post van
 - (k) Canteen van
 - (l) Mobile workshop for repair of fire appliances
 - (m) Mobile workshop for tele-comn equipment
 - (n) Breakdown van.
21. Each fire station should also be equipped with a motor cycle.
22. Each officer of the rank of Divisional Fire Officer and above should be provided with command car and each Assistant Divisional Fire Officer should be provided with a motor cycle.
23. Each mobile pumping appliance should be equipped with two sets of compressed air breathing apparatus; each foam crash tender should be issued with two sets of compressed air breathing apparatus; each light rescue tender should be equipped with 4 sets of compressed air breathing apparatus; each turn table ladder should be equipped with four sets of compressed air breathing apparatus and each emergency tender should be equipped with six sets of compressed air breathing apparatus. In addition, each operational officer from Asstt. Station officer upwards should be equipped with a personal breathing apparatus set.
24. A minimum of 500 litres of foam compound is recommended to be stocked at every fire station and two foam making branches, each with a pick up tube, size-2 conforming to IS 2097 are recommended per mobile pumping appliances.
25. In cities having high rise buildings (buildings over 15 m high), one pneumatic jumping cushion should also be provided for the city.

Maintenance of Fire Appliances and Equipments

26. Every State Fire Service must have its own well-equipped and well-manned central workshop for meeting the important requirement of prompt maintenance of all fire appliances and equipments. In addition to the central workshop, a mobile workshop, for on-the-spot repair of fire appliances should also be provided for each Fire Service Divisional Headquarters.
27. With a view to obviate all delays, necessary fast moving spares should be stocked in the workshop.

Manpower

28. In addition to the supervisory ranks which have already been recommended above under Organisation', it is recommended that crew for various types of appliances may be provided at the following scale for each watch:-

Name of Appliance	Asstt. Station Officer	Leading Fireman	Driver Operator	Fireman	Total
Water tender pump	Nil	1	1	4	6
Extra heavy water tender	Nil	Nil	1	1	2
Turn Table ladder and Hydraulic Platform	1	1	1	3	6
Pump escape	Nil	1	1	4	6
Light rescue tender	Nil	1	1	2	6

Emergency tender	1	1	1	4	7
Crash tender/foam tender	Nil	1	1	2	4
Ambulance Nil	Nil	1	1	2	

29. The manpower at each fire station may comprise:-

Station Officer	-1
Asstt. Station Officer	-1
Leading Fireman (per watch-for watch room duty)	-2
Crew for the appliances	- As per scale given above.

30. For the control rooms at Fire Service Headquarters and the Command and Divisional Headquarters, the following manpower is recommended:-

Central Control Room	-	1 Divisional Officer, 4 Station Officers (one per watch and one reserve) and 8 Assistant Station Officers (2 per watch and 2 reserve).
Command Control Room	-	1 Assistant Divisional Officer, 4 Assistant Station Officers (1 per watch and 1 reserve) and 8 Leading Firemen (2 per watch and 2 reserve).
Divisional Control Room	-	4 Station Officers, 4 Asstt. Station Officers (one per watch and one reserve) and 8 Leading Firemen (2 per watch & 2 reserve).

Duty System

31. It is recommended that a standard 3 watch duty system should be introduced in Fire Services, in which the first watch should be on duty for 24 hours at a stretch. On being relieved by the second watch, the first watch should be on 24 hours off duty and again come on duty for 8 hours on the third day. Similarly, the second watch, on being relieved by the third watch should remain off duty for 24 hours and come on 8 hours duty on the third day and so on. This system would appear to be more expensive, but considering the fact that extra manpower would be required for fire prevention duty, water sources inspection and maintenance, it is actually more economical, because the personnel of the day watch will be available in addition to the watch on normal operational duty and could be employed for fire prevention water sources inspection and other miscellaneous duties, thereby economizing on manpower and utilizing them to the maximum advantage.
32. One-third of the total strength of each rank, except Chief Fire Officer and above should be provided as leave/training reserve. The need for this reserve. The need for this reserve is obvious.

Retained Firemen

33. It has been recommended that retained personnel should be employed for manning the retained fire stations, except for skeleton staff which should be full time paid staff at such stations. It is recommended that each retained fireman should be paid a monthly retainer of RS.1 00 and, in addition, an allowance of RS.5 per call, which he may attend. Mobilisation of retained personnel may be left to the Director of Fire Service of the State, because this will depend upon local circumstances. In some States, it may be possible to have the retained personnel on 12 hours shift duty at the fire station, while in other States it may not be possible to do so. In such cases, a system of raising fire alarm may be worked out to ensure prompt attendance by the retained personnel.

Status of Fire Service personnel-Fire Service Ranks

34. The Fire Service Ranks should be as follows:
- Director of Fire Services
 - Deputy Director of Fire Service

Principal Staff Officer/Chief Fire Officer
Deputy Chief Fire Officer
Divisional Fire Officer
Assistant Divisional Fire Officer
Station Officer
Assistant Station Officer
Leading Fireman
Driver and
Fireman.

35. It is suggested that suitable pay scales for each rank may be included in the Fire services legislation, which has been recommended earlier, so that uniformity could be achieved throughout the country.
36. All operational Officers of the rank of Asstt. Station Officer and above should be paid a call allowance on a sliding scale for being required to be available on call round-the-clock. This allowance need not be apid to the remaining staff, because they will be working in watches and not be required to be available on call round-the-clock.

Recruitment

37. Normal recruitment of Fire Service personnel should be at two levels:-
 - (a) Fireman's level-Candidates for recruitment at this level should have passed matriculation or Higher Secondary Examination with Science subjects.
 - (b) Assistant Station Officer's level-Candidates for recruitment at this level must be Science Graduates.
38. The advantage of adopting this system of recruitment will be that officer are of the rank of Asstt. Station officers and above can be detailed for training in the Post-Graduate Course in Fire Engineering, which is proposed to be conducted at the National Fire Service College, Nagpur and ultimately the average standard of Officers in the Service will be raised. This system will also enable all senior ranks to be filled in by promotion from within the service in due course of time, which is highly desirable.

Uniform

39. The pattern of uniform already recommended by the Standing Fire Advisory Committee may continue to be followed. It is emphasized that all ranks in the fire Services should wear trousers and tucked-in-shirts during summer months, The colour of uniform for winter is recommended as navy-blue. Scale of various items of personnel clothing recommended to ensure a smart turn-out by all personnel, is given at Attachment I at the end of these recommendations.
40. In addition to the uniform recommended above, the following turn-out clothing should also be issued to all fire Service personnel throughout the country:-
 - (a) FRP helmets, conforming to IS 2745-1969 in colours as recommended by the Standing Fire Advisory Committee earlier, i.e. yellow for ranks up to Station Officer and white for Assistant Divisional Fire Officer and above. Rank markings on the helmets should conform to the recommendation already made by the SFAC, Each helmets should essentially be fitted with a protective neck curtain and a sliding visor.
 - (b) A turn-out coat, made out of thick water proof canvas of Navy Blue colour. This coat should be lined or the inside with a woolen liner and fitted with zip fastener along its entire front. A flap overlapping the zip fastener should be provided all along its length. It should be retained in closed position by snap-fasteners. Length of the coal should be up to the knees of the wearer. Rain coat type pockets should be provided in the coal for keeping belt line and small gear, as necessary. Shoulder flaps should also be provided for rank marking and for carrying a coiled rope on the shoulder.
 - (c) Thigh length gum boots for all ranks up to and including Asstt. Station Officers. The boots should have stainless steel mid-soles and protective steel toe-caps. A warm lining should also be

provided on the inside of boots. All officers of the rank of Station Officer and above should be issued black leather Wellingtons, which should also have stainless steel mid-soles and protective toe-caps.

Rank Markings

41. Rank markings already recommended by the SFAC should continue to be in force in all Fire Services throughout the country.

Protective Clothing

42. Two sets of heat/flame resistant protective clothing should be carried on each mobile fire and rescue appliance. The number of such sets should be increased to four for each emergency tender. Where the fire station is required to cover the risk of acid/ammonia, protective suits for these should also be carried on each mobile fire and rescue appliance.

Training

43. It has already been recommended that a Training Bureau should be established in each State Fire Service. The functions of the Training Bureau are obvious. It is recommended that the following courses should be conducted by each State Fire Service for its personnel:-
 - a. Fireman Recruits' Course - Duration - 6 months
 - b. Asstt. Station officer Recruits' Course - Duration - 6 months
 - c. Driver Recruits' Course - Duration - 6 months
 - d. Leading Fireman's Course - Duration - 3 months
 - e. Breathing Apparatus Course - Duration - 2 weeks
 - f. Fire Prevention Course - Duration - 3 months
 - g. Other Specialised courses - As and when necessary, including training in radio telephony and control/watch room procedures.
44. In addition to the above courses, the following assessment should also be carried out by the Training Bureau:-
 - (a) Assessment of technical proficiency of all operational personnel up to and including the rank of Station Officer-three to six working days per batch.
 - (b) Assessment of standard of maintenance of fire appliances. This should be carried out with (a) above, or where this is not practicable because of distances, by a team visiting the outlying fire stations.
 - (c) Assessment of the state of physical efficiency of all ranks up to and including the Station Officer. This should also be carried out with (a) above.
45. If any serving member of the operational staff fails to qualify in the assessment of his technical proficiency and physical fitness, he should be told about it and recalled for a check to the training school after three months.
46. Asstt. Station Officers and above should also be detailed for appropriate courses at the National Fire Service College, Nagpur.
47. Besides the courses of instruction and assessment of technical proficiency and physical fitness, field training of all operational ranks should be arranged through conduct of field exercises in different types of occupancies. Such exercises may be arranged at least once a week at fire station level and at least once in three months at Divisional level.
48. An exercise involving various Divisions in each Command should be conducted by the Chief Fire Officer of the concerned Command once every six months.
49. A major exercise involving all operational Commands and communications and Alarm Bureau should be conducted by the Director once a year.
50. The field exercise will go a long way in familiarizing all operational ranks with the procedures and operational techniques and will at the same time enable the officers to find out procedures and

operational techniques and will at the the same time enable the officers to find out shortcomings, if any, and to take timely remedial action to prevent recurrence of mistakes/shortcomings.

51. Planned tours of the area covered by each fire station should be arranged periodically with a view to make all station personnel familiar with topography, sources of water supply and special hazards in their area.
52. All operational personnel should be given special training in map reading. A large size map of the district and the town where the fire station is located should be displayed in the watch room of each fire station and a smaller version of the same should be provided on the watch room console and near the seat of the Officer-in-charge on each fire appliance. This will ensure more efficient mobilization of fire appliances.

Communications and Alarm System

53. The following minimum facilities are recommended for each State Fire Service:-

- a. A Central Control Room at the Fire Service Headquarter.
- b. A command Control Room in each Fire Service Command Headquarter.
- c. A Divisional Control Room in each Fire Service Divisional Headquarter.
- d. A watch Room in each Fire Station.
- e. Mobile Station on each Fire Appliance.
- f. Walkie-Talkie, RIT sets on each Fire Appliance.

54. The equipment which should be provided at and the functions of each of the above facilities are given below:-

(A) **Central Control Room-** This control room will be a monitoring information center for the entire Fire Service. The Main purpose of this control room will be to keep the Director of Fire Services Posted of the operational position in all Commands under him and to enable him to mobilize the resources of any or all Commands for dealing with a serious emergency which may be beyond the resources of any particular Command.

The following equipments are recommended for the Central Control Room :-

- (i) At least two auto-telephones.
- (ii) A set of automatic recorders for recording all communications which may be transmitted/ received from/at the central control room, either over the line communication system or over the radio telephone network.
- (iii) A separate PBX for internal communication within the headquarters, with direct lines to the fire services command control room in Police Department and the concerned Secretary to the Government.
- (iv) A high frequency 100 W radio telephone set for instant communication with each command control room, place as identical reserve set.
- (v) A transistorized radio receiver, operating on batteries, on the same frequency as the H.F. radio telephone set.
- (vi) A large size wall map with lights to indicate all fire stations in the state each of this lights should be capable of being controlled individually from the central control.

- (B) **Command Control Room-**The purpose of the command control room is to provide a monitoring and information facility to the Chief Fire Officer of the command, so as to keep him informed of all fire and other emergency incidents within his command, to mobilize the resources of any or all divisions within his command, if the incidents cannot be controlled by the resources of any single Division. The following equipments is recommended for each command control room:-

- (i) A three position communication line between the command control room and each of the 3 fire service divisional control rooms within the command.
- (ii) At least two auto-telephones.

- (iii) A set of automatic recorders for recording all communications which may be transmitted/ received at/from the command control room either over the line communication system or over the radio telephone system.
 - (iv) A separate PBX for internal communication within command Headquarters and direct lines to each of the 3 fire service divisional controls within the command and the police department.
 - (v) A 100 W high frequency radio telephone set, operating on the same frequency as the central control room set along with an identical reserve set.
 - (vi) A transistorized radio receiver, operating on batteries, on the same frequency as the high frequency radio telephone set.
 - (vii) A large size wall map of the area under the command with lights to indicate all fire stations, within the command, similar to the one in central control room,
- (C) **Fire Service Divisional Control Room**-This will be a monitoring and information center for the Division so as to keep the Divisional Fire Officer informed about the fire and other incidents within his division and to enable him to utilize the resources of any or all fire stations within his division as may be necessary. The following equipments recommended for each fire service Divisional control Room:
- (i) At least two auto-telephones
 - (ii) A set of automatic recorders for recording all communications which may be transmitted/ received from/at the Divisional Control Room.
 - (iii) A separate PBX for internal communication within the Divisional Headquarters and for all non-operational communications.
 - (iv) A 100 W high frequency radiotelephone set operating on the same frequency as the command control room set plus an identical reserve sets.
 - (v) A PBX for instant communication with the Police Department. Water works, other essential services and internal communications.
 - (vi) A large size wall map of the area covered by the Division and other adjoining Divisions.
 - (vii) A transistorized radio receiver, operating on batteries on the same frequency as the H.F. radio set.
 - (viii) A 50 WVHF radio telephone set, in addition to H.F. set, along with an identical reserve set.
 - (ix) A separate transistorized radio receiver on VHF frequency.
- (D) **Fire Station Watch Room** -The purpose of the fire station watch room is to ensure expeditious receipts of fire calls and despatch of appliances to the scene of incident. It also facilitates the despatch of additional assistance to the fire ground and establishment of contract with all essential services, whose assistance may be necessary for successful fire fighting and rescue operations.
- The following equipments are recommended for each watch room:-
- (i) A single position console with facilities for receiving fire calls, either directly from the public or from the Divisional control room, as may be necessary in each case, and for contracting Police and other essential services, as may be necessary.
 - (ii) An illuminated grid map of the area covered by the fire station with controls for lighting up any particular grid from the console.
 - (iii) Necessary switch for operating the fire bells and public address equipment (with the microphone on the console).
 - (iv) A 50 W VHF radio telephone set on the same frequency the VHF set in the divisional control room.
 - (v) A transistorized radio receiver, operating on batteries, on the same frequency as the VHF radio set.
 - (vi) Facilities for non-operational communications should be provided through an independent telephone in the fire Station Office,
- (E) **Mobile Radio Telephone Stations on Fire Appliances**- Each mobile fire appliance, including each Command car and motor cycle, should be equipped with a 25 W mobile VHF radio telephone set with a

choice of 2 frequencies-(1) for communication with the fire station watch room, and (2) for fire ground communication with walkie-talkie sets.

Each appliance should also carry at least one walkie-talkie set (radio telephone set) for fire ground communications with the fire appliances.

Water Supply

55. Standardization of the types of fire fighting appliances as recommended earlier, will automatically ensure adequate water for fire fighting within the urban areas. However, Fire fighting in industries may require additional water resources. To meet this requirement 8335 water within their premises. This may be included in the proposed Legislation.
56. For towns covered by volunteer fire stations it would be necessary to ensure that sufficient water would be readily available for fire fighting. For this purpose, all available natural resources of water may be surveyed and tapped. In addition, storage tanks should be constructed at suitable locations within the towns where volunteer fire station are to function.
57. For war time needs only, additional storage tanks will have to be provided in almost every town which falls within the vulnerable areas as may be declared by Government of India from time to time. It would be desirable to pre-plan the locations of such storage tanks in each town covered by the Fire Services. The actual construction of tanks may be taken up in the case of an impending emergency.

Mutual Assistance

58. Wherever fire Services are maintained by defence installations, railways and industries, plans should be drawn up in advance for mutual assistance between all such organizations and the State Fire Services with the co-operation of all concerned. Such plans should aim at eliminating all possible delays in rendering assistance at the time of any emergency. All concerned with implementation of the emergency plans must be made fully familiar with their operation and periodical exercises should be conducted to remove snags, if any. Such mutual assistance should be rendered at 'no charge' basis.
59. Mutual assistance plans should also be drawn up between neighbouring State Fire Services on a 'no charge' basis.

Welfare

60. Following minimum welfare measures are recommended for Fire Service personnel:-
 - (a) All Fire Service personnel, up to the pay limit specified in the Act should be covered by the Workmen's Compensation Act.
 - (b) In addition to the Workmen's Compensation Act, all uniformed Fire Service personnel, should be insured at Government cost.
 - (c) Residential family accommodation should be provided for all Fire Service personnel Such accommodation should be free of cost for officers of the rank of Asstt. Station Officer and above and against payment for all ranks who are required to perform duties on a three watch system.
 - (d) A benevolent fund should be established in each Fire Service. The donations collected on the occasion of the Fire Services Day, through the sale of pin-flags, should form the nucleus of this fund, I should be augmented by compulsory subscriptions from all members of the service on a sliding scale. The Government should also contribute an amount equal to the subscription raised by members of the Service.
 - (e) Fire Services should be authorized by their respective State Governments to observe Fire Service Week every year for raising fund for the benevolent fund.
 - (f) In addition to providing monetary assistance to any member of the Fire Service or his family in distress the benevolent fund should also have provision for giving loans to it members to the extent it is possible.
 - (g) Recreation facilities-indoors and outdoors-should be provided at each fire station.
 - (h) Prompt medical attention should be available to all members of the fire services and their families free of cost.

ATTACHMENT I
RECOMMENDED SCALE OF ISSUE OF UNIFORM FOR ASSTT. STATION
OFFICERS AND ABOVE

S. No.	Article	Initial issue	Periodicity of issue
1.	Shirts, Khaki Cellular full sleeves	4	Once a year
2.	Trousers, Khaki Drill	4 pairs	Once a year
3.	Shirts, Khaki Lustalin or terrycot	1	Once a year
4.	Tunic, Khaki, drill, open collar (for ceremonial occasions)	1	Once in 3 years
5.	Tie Maroon (for ceremonial occasions)	1	Once in two years.
6.	Socks, Khaki, woollen	2 pairs	Once a year
7.	Peak cap, Khaki, serga or barathia	1	Once a year
8.	Boots, leather, brown, Jodhpur pattern with Plain toe cap	1 pair	Once a year
9.	Turn-out coat	1	Once in 3 years
10.	Black leather Wellington knee boots		1 pair Once in 3 years
11.	FRP helmets	1	As and when required
12.	Lanyard, maroon, plaited with thunder-bold, chrome plated whistle	1	Once a year
13.	Belt, Khaki, webbing	1	As and when required
14.	Raincoat with hat cover	1	Once in 3 years
15.	Buttons, large and small, white shining, metal with markings	2 sets	Once in three years
16.	Badges of ranks, as applicable, as per SFAC recommendations	2 Sets	Once in 3 years
17.	Epaulettes, white metal, for turn-out coat	1 set	Once in 3 years
18.	Shoulder titles, white metal	2 pairs	Once in 3 years.
FOR ALL OTHER RANKS			
1.	Shirts, Khaki, cellular, full sleeves	4	Once a year
2.	Trousers Khaki drill	4 pairs	Once a year
3.	Shorts, Khaki, drill	2 pairs	Once a year
4.	P.T. Vests, white cotton, "V" necked, half sleeves	2	Once a year
5.	Socks Khaki Woollen	2 pairs	Once a year
6.	Boots ankle leather black	1 pair	Once a year
7.	Thigh length gum boot black	1 pair	Once in 3 years
8.	Turn-out coat	1	Once in 3 years
9.	Fire helmet	1	As & when required
10.	P.T. shoes canvass brown	1 pair	Every six months
11.	overall Khaki Drill	2	Once a year

12.	Barret Khaki Woollen	1	Once a year
13.	Lanyard Maroon plaited with thunder-bolt chrome plaited whistle (for leading firemen)	1	Once a year
14.	Belt Khaki webbing	1	As & when required
15.	Darry	1	As & when required
16.	Ground sheet water proof	1	As & when required
17.	Rain coat with hat cover	1	Once in 3 year
18.	Kit Bag/Trunk Steel	1	As & when required
19.	Blankets	1	Once in 4 years
20.	Jarsy Khaki woollen	1	Once in 2 years.
21.	Cap badge	1	Once in 3 years
22.	Shoulder titles white metal	1pair	Once in 3 years
23.	Badges of ranks for leading firemen and driver operators	1set	Once in 3 years.

**The following additional items are recommended for winter for Assistant Station
Officers and above**

1.	Shirts white superior	3 nos.	2 every year
2.	Tunic Navy Blue serge open collar	2 nos.	1 every year
3.	Trousers Navy blue serge	2 pairs	1 every year
4.	Tie, Navy Blue	1 no.	1 every year
5.	Boots, leather black, Jodhpur pattern with plain top cap	1 pair	1 pair every year
6.	Socks, black woollen or nylon	2 pair	2 pairs every year
7.	Peak cap navy blue, serge or berathia	1 no.	1 no. every year

For Other Ranks

1.	Coat woollen navy blue, closed collar double breasted year	2 nos.	1 every alternative
2.	Trousers woollen navy blue	2 pairs	1 pair alternative year
3.	Socks, black woollen	2 pairs	2 pairs every year
4.	Barret, navy blue woollen	1 no.	1 every year

MINUTES OF THE 29th MEETING OF STANDING FIRE ADVISORY COUNCIL, HELD AT THE INTERNATIONAL CENTRE, DONA POUIA, GOA ON 15th FEBRUARY, 2003

- Chairman** : **Shri B.L. VOHRA, IPS, Director General
Civil Defence, Ministry of Home Affairs,
New Delhi**
- Member-Secretary** : **Shri Om Parkash, Fire Adviser, Office of
DGCD, Ministry of Home Affairs, New Delhi**
- Present** : **A list of officers who attended the meeting is
at Annexure-II.**

INAUGURATION

During the inaugural ceremony Dr. P.K. John, Director of Fire Services, Govt. of Goa, first welcomed the Chief Minister of Goa and the Delegates.

Shri B.L. Vohra, Chairman 29th Standing Fire Advisory Council then addressed the invitees and delegates and explained the background of the meeting and briefly mentioned the agenda of discussions while welcoming the Chief Minister and others.

Shri Manohar Parrikar, Hon'ble Chief Minister of Goa addressed the invites, delegates and inaugurated the meeting. Chief Minister said that a lot of work had been done by the Standing Fire Advisory Council for the development of fire services in the country, but somehow the fire services had not received the due recognition that they deserved. He assured all possible help to achieve the goals of Fire Services in the country.

Shri Om Parkash, Fire Advisor, then thanked the State Government for extending all possible help in hosting the council meeting.

After the inauguration, the Chairman decided to take up the training matters first.

Items on the agenda and the decisions taken are mentioned below :-

1. Since there is a big need for training, the Council decided to have eight (8) Regional Training Centres for conducting professional courses in addition to National Fire Service College, Nagpur, where the training will be supervised, examinations conducted and certificates issued by the Director, National Fire Service College, Nagpur. These centres will be State Fire Training Centres at Delhi, Kolkata, Chennai, Mumbai, Bangalore, Bhubaneswar, Lucknow and Goa.

2. **Age relaxation in professional courses and requirement of medical fitness.**

It was decided that henceforth there will not be any age bar for the training of in-service candidates in all the professional courses

A working group comprising of Shri Kaprwan, Joint Director, DRDO, Shri Deshmukh, Fire Adviser, Govt. of Maharashtra, Shri Rameshwar Dayal, I.G. Uttar Pradesh Fire Service, Shri K.C. Wadhwa, Director NFSC, Nagpur and Shri Shamim, Deputy Director, NFSC, Nagpur, was constituted to recommend minimum physical and medical fitness standards to DGCD for adoption and circulation to the States within two months.

It was also decided that in future the Indemnity Bond in connection with medical fitness would be furnished by the candidate and not by the Director/CFO of State Fire Services. The line about responsibility about death during training will be deleted.

(Action - Heads of Fire Services of States/DGCD Fire Cell)

Copy of the report is given of Appendix 31-'A'

3. **De-centralisation of Sub-Officers Course**

The council agreed that henceforth the Sub-Officers course would be conducted at the regional level state fire training centres.

(Action - Heads of Fire Services of States/DGCD Fire Cell)

4. **Breathing Apparatus and High Rise Building Course**

It was decided that the condition that the candidates should have passed the sub-officers course from NFSC, Nagpur for attending the above course at NFSC, Nagpur should be deleted.

(Action - DGCD Fire Cell Director, NFSC)

5. **Syllabus for the training for Fireman**

It was decided that the Chief Fire Officer of Delhi will supply the syllabus for the fireman course to DGCD for circulation to all the State Governments for adoption while allowing local changes depending on local requirements.

(Action - DGCD Fire Cell/CFO, Delhi)

Copy of the report is given of Appendix 31-'B'

6. **Station Officer and instructors' course and Divisional Officers' Course at NFSC, Nagpur**

It was decided that henceforth two Station Officer and Instructors' course and two Divisional Officers' course will be conducted at NFSC Nagpur to meet the increased demand of training of the fire services.

7. **Training aids from NFSC, Nagpur**

It was decided that NFSC, Nagpur, which has a very good collection of training material, will circulate it to all States which will improve the knowledge of fireman and their training will improve.

(Action by - Director, NFSC/Heads of Fire Services of States)

8. **Seats for private candidates in Sub-Officers course**

It was decided that the number of seats in a year for the private candidates in sub-officer course should be increased to 40 from 25 candidates in a batch for training at NFSC, Nagpur or CISF training centre at Hyderabad

(Action - DGCD Fire Cell Director, NFSC, DG CISF)

9. **Training of 100 Station Officer recruited by the Tamil Nadu Fire Service**

The representative of Tamil Nadu Fire Service requested for admission of 100 directly appointed Station Officers in Station Officer Course without undergo the Sub-officers Course as they are already trained in their fire-training centre for a duration of 10 months. It was decided that the State Government will send the Course Syllabus to the Director, NFSC, Nagpur to see the course contents for taking a decision in the matter.

(Action - Director, NFSC/Tamil Nadu Fire Service)

10. **Andhra Pradesh case for Divisional Officer's Course**

The representative of Government of Andhra Pradesh requested for the relaxation for their directly appointed Divisional Officers for undergoing Divisional Officers' course directly without undergoing Sub-Officers' and Station Officers' course. At present, 8 years service experience is required. The council decided to accept the four years experience. Andhra Pradesh will send a formal proposal in this regard to Director, NFSC, Nagpur.

(Action - Director, NFSC/AP Fire Services)

11. **Mumbai Fire Brigade case for the admission in Station Officers Course**

The case of Mumbai Fire Brigade for direct admission to Station Officers' course without undergoing the Sub-Officers' course was discussed in detail and finally it was decided that one time relaxation may be given. Chief Fire Officer Mumbai Fire Brigade will send the list of officers of the particular batch for whom

the relaxation is required for necessary action.

(Action - Director, NFSC/CFO Mumbai Fire Brigade)

12. **Jharkhand's request for relaxation in eligibility criteria**

State Government of Jharkhand also sought relaxation in eligibility criteria in the Station Officers' course. It was decided that a formal request will be sent to the Ministry by each state about their requirements of relaxation which will be considered in consultation with Director, NFSC, Nagpur.

13. **Training calendar of National Fire Service College, Nagpur**

Members felt that training calendar should be circulated well in advance so that they get sufficient time to process and forward the applications to the college in time. The needful will be done by Director, NFSC, Nagpur.

(Action - DGCD Fire Cell Director, NFSC)

14. **Revision of outdated norms on Fire Services**

It was decided to update/revise the instructions/norms issued so far on fire matters based on present day conditions/requirements. Four committees, zone wise were formed to make recommendations on organisations, operations, training and equipment to submit their recommendations to this Ministry latest by 31st July, 2003. The members of the Committees are mentioned in Annexure-1.

(Action - Heads of Fire Services of States/DGCD Fire Cell)

15. **Appointment of Fire Service Commission**

The chairman informed the members that a proposal was moved by the DCGD on the recommendation of High Powered Committee set up by the Ministry of Agriculture to the Ministry of Home Affairs for the appointment of a Fire Service Commission to improve the standards of Fire Services in the Country where it was felt that will be a time consuming process and basically it is a question of finding money for which Ministry of Home Affairs has already chalked out a plan of action. So the appointment of a Fire Service Commission is not required.

16. **Professional Heads of Fire Services in the Rank of DG (Fire), uniforms, ranks, badges etc.**

A sub-committee was formed in the 27th Standing Fire Advisory Council meeting to make recommendations on the above subject. The report was circulated and discussed in the 28th meeting when members decided to further review the report. Further comments were asked from the members but nobody replied. It was decided to accept the report and circulate to the States as broad guidelines for implementation suggesting that higher level officers including chiefs in the rank of DG should be fire professionals.

(Action - DGCD Fire Cell)

Copy of the report is given of Appendix 31-'C'

17. **Issue of Certificate to manufactures/fabricators by the Standing Fire Advisory Council regarding their competency.**

The members felt that the proposal is not practicable.

18. **Strengthening of Fire Service in the Metropolitan Cities, State Capitals, District Headquarters and Sub-Divisional Headquarters**

The members felt that the strengthening of Fire Service should be based on population of the city and industries operating in the area. The appliances and equipment should be provided on the basis of over all fire risks in the cities including high-rise buildings. The chairman apprised the members that the matter is already under consideration in the Ministry of Home Affairs.

19. **Enactment of Central Act for fire services.**

The chairman mentioned that "Fire Services" is a state subject and a Central Law at this stage is into possible. Later on, the centre may consider while working out the details of Disaster Management.

20. **Deployment of Home Guards as Auxiliary Fireman in Emergency.**

Members suggested that due to increasing workload in fire services, the attachment of Home Guards to

fire services as auxiliary fireman would tide over the manpower shortage. The police are already utilizing their services in traffic and general duties. The Chairman explained that Home Guards are meant to do fire fighting work and some trained in fire fighting as part of Civil Defence work. Hence, there can be no problem and some states are using Home Guards as Auxiliary Fireman. The suggestion was accepted.

(Action - Heads of Fire Services of States/DGCD Fire Cell)

21. GIC Loans for the up-gradation of State Fire Services

The chairman informed the members that he had already met and written to the Chairman, General Insurance Corporation of India and to the Ministry of Finance recommending the full amount RS.89.93 crores as GIC loan as demanded by the States. Earlier they were giving only RS.20.00 crores per year. It is hoped that they will increase the loan. The matter will be pursued.

(Action - DGCD Fire Cell)

22. Funding for up gradation of fire service

Due to enhanced role of fire services an all hazard response agency as envisaged after the creation of National Disaster Management Agency in the Ministry of Home Affairs, a proposal for providing adequate funding to the State Fire Services is under consideration in the Ministry.

(Action - DGCD Fire Cell)

23. Infrastructure development vis-a-vis setting of fire stations.

The members suggested that any residential or commercial area having a population of more than 50,000 developed by the Govt. or any other agency must make provision for a standard Fire Station. The initial cost of establishing a fire station can be included in the land development cost. To improve the response time and to overcome traffic related problem the concept of smaller fire station or fire chowki be considered. The proposal was unanimously accepted.

(Action - Heads of Fire Services of States/DGCD Fire Cell)

24. Customs duty exemption on the fire fighting and rescue equipments used by the fire services.

It was felt that since fire fighting equipment is life saving equipment, it should be exempted from Customs Duty. A proposal will be sent to the Ministry of Finance via Ministry of Home Affairs in this regard.

(Action - DGCD Fire Cell)

25. Need for setting up of Fire Research and Development facilities in the country

The members suggested that there is an urgent need for setting up of Fire Research and Development facilities in the country to develop indigenous high tech fire fighting and rescue equipments with a view to develop import substitutes and save foreign exchange. There is also need for testing facilities for fire extinguishants, fire fighting equipments and appliances in the country.

The Chairman decided that a meeting with Mr. Kaprwan, Joint Director, DRDO, Dr. T.P. Sharma, Head, Fire Research Laboratory, CBRI, Roorkee, Mr. Shamim, Dy. Director, National Fire Service College, Nagpur and Fire Advisor, MHA will be held to discuss the matter further.

(Action - DGCD Fire Cell)

26. National Building Code

It was decided that DGCD will circulate the new Building Code which is likely to be finalized shortly.

(Action - DGCD Fire Cell)

27. Categorisation of incident of Fire

It was decided that the concerned committee will suggest suitable norms to categorize the incidents of fire.

(Action - Commsitte - IIDGCD (Fire Cell))

28. Fire Statistics

It was decided that Fire Adviser will devise and hand over the revised form for collection of Fire Statistics to the concerned Committee

(Action by - Committe - I/Committee/DGCD Fire Cell)

29. **Use of ISI Mark for fire fighting equipment and adoption of National Building Code**

The members suggested that only ISI marked fire fighting equipment should be used by the Fire services and all States should adopt National Building Code in the local Building Bye-Laws. It was decided that the Ministry would issue a circular in this regard.

(Action - DGCD Fire Cell)

30. **Amendment in the Factory Act**

Members pointed out that for the purpose of fire risk assessment and provision of fire fighting arrangements, the factory inspection powers may be given to the fire officers at District level. Presently these powers are given to the factory inspectors in the Factory Act.

(Action - DGCD Fire Cell)

31. **Fire Fighting facilities for Mines**

The representative from Jharkhand desired that the rules and provision of fire fighting equipment for the underground and open cast mine areas should be incorporated in the compendium. DRDO representative informed that a lot of work has already been done in this regard and they can provide the desired information to the State. It was decided to pass on this information to the States having mines by DGCD on receipt from DRDO who will do the needful.

(Action - DGCD Fire Cell/Jharkhand Fire Services)

32. **GIC Loans/10th & 11th Finance Commission Grant-in-aid and utilization Certificate**

Some members stated that the funds provided by the Central Government are not being given to the fire services by some State Govts. It was decided that the Ministry of Home Affairs will be requested to write a letter to State Governments to ensure the needful, and also to send utilization certificates.

(Action - DGCD Fire Cell)

33. **Flag of Fire Service**

A photocopy of the designed flag as suggested by SFAC earlier was circulated. It was adopted with the decision that it may be circulated to the States who may make any local changes, if considered necessary, while keeping broadly the same pattern to bring uniformity.

(Action - DGCD Fire Cell/Heads of Fire Service of States)

34. **Award of DGCD Commendation Certificate and Disc and Lapel**

Members were informed that in future DGCD commendation certificate and Disc will be awarded to the fire services personnel on the recommendations of the Chiefs of Fire Services.

The lapel was also approved

(Action - DGCD Fire Cell)

35. **Mutual Aid**

The members were informed that the provision already exists for mutual help in the Model Fire Service Bill.

(Action - Heads of Fire Service of States)

36. **SFAC Meeting**

Members felt that SFAC meeting should be held annually and further it should be held for two days. On the first day each state government may make a presentation on their fire services and on the second day the agenda points may be discussed. Council accepted the proposal.

(Action - DGCD Fire Cell)

37. **Mass Awareness**

Members were of the view that, at present, not much has been done towards making the public aware of

the fire safety. The representative from DRDO suggested that a minimum 5% of total financial grants should be utilized for this purpose. It was unanimously accepted. A suggestion will be made to the State Governments accordingly by DGCD.

(Action - DGCD Fire Cell/Head of Fire Services of States)

38. **Website on Fire Services**

Members suggested that all important information about the fire service should be provided a Website at the central level. They also suggested that compendium of Recommendations of Standing Fire Advisory Committee/Council should be placed on the Website. Shri Deshmukh, Fire Advisor, Govt. of Maharashtra offered to do the needful and send the same to the Ministry for further necessary action.

(Action - DGCD Fire Cell/Fire Advisor, Govt. of Maharashtra)

The meeting ended with the thanks to the chair.

ANNEXURE - 1

MEMBERS OF THE FOUR ZONAL WISE COMMITTEES TO MAKE RECOMMENDATIONS REGARDING UPGRADING THE OUTDATED NORMS ON FIRE SERVICE

COMMITTEE NO.	MEMBERS	CO-ORDINATOR	SUBJECTS
1.	Jammu & Kashmir Himachal Pradesh Punjab Uttaranchal Haryana Chandigarh Delhi Uttar Pradesh	Delhi	Equipment Requirement Equipment Standardisation Equipment Procurement Equipment Maximum Life Equipment Stability Fire Station Workshop Water Supply Personnel
II	Rajasthan Gujarat Madhya Pradesh Daman & DIU Chhatisgarh Maharashtra Orissa Bihar Jharkhand	Maharashtra	Priority for Development of Fire Services Communication & Alarm Mutual Aid Special Risk Auxiliary Fire Service Service Mottor & Emblem Act & Rules Miscellaneous
III	West Bengal Tripura Mizoram Manipur Nagaland Arunachal Pradesh Meghalaya Assam Sikkim	West Bengal	Operations Mass Awareness Programme Awards Collection of Fire Statistics Reports Fire Research Station Observation of Fire Service Week
IV	Andhra Pradesh Kerala Karnataka Tamil Nadu Andaman & Nicobar Islands Lakshadweep Goa Pondicherry Dadar & Nagar Haveli	Goa	Legislation Appointment of Fire Services Commission Rank Uniform & Rank Marking Training & Education Fire Prevention Factory Act Diaster Management Petroleum Act

**LIST OF DELEGATES WHO ATTENDED THE 29th MEETING OF SFAC ON 15TH
FEBRUARY, 2003**

1. Shri G. Pratap Reddy
Regional Fire Officer
A.P. Fire Services
ANDHRA PRADESH
(Ph. 0891-2706585)

2. Shri G. Venkata Narayana Rao
Divisional Fire Officer
ANDHRA PRADESH
(Ph. 0863-2234350)

3. Shri S. Kumar
ADG (Fire Services)
BIHAR
(Ph. 0612-2221191)

4. Shri Ramesh Chandra
State Fire Officer
BIHAR, PATNA
(Ph. 0612-2222467)

5. Shri R.C. Sharma
Chief Fire Officer
Delhi Fire Service
NEW DELHI
(Ph. 011-2341000)

6. Shri Deepak Kumar Prataprao Gunjal
Station Officer (Fire)
VADODARA, GUJARAT
(Ph. 0265-2426313/2426013,2420882)

7. Shri Bipin Jadeja
Chief Fire Officer
AHMEDABAD
(Ph. 079-2148598)

8. Shri G.M. Kothwala
Chief Fire Officer

SURAT, GUJARAT
(Ph. 0261-2436636)

9. Shri Sursh Prasad
State Fire Officer
JHARKHAND, RANCHI
(Ph. 0651-2284238)
10. Shri B.G. Changappa
Joint Director
KARNATAKA
(Ph. 080-5540656/2251780)
11. Shri N.K. Tripathi
Addl. D.G.(Fire Services)
MADHYA PRADESH
(Ph. 0731-2416688)
12. Shri M.V. Deshmukh
Chief Fire Officer & Fire Adviser to MIDC
Govt. of Maharashtra
MUMBAI
(Ph. 022-26871144/26132030)
13. Shri Jhandwal, A.D.,
Chief Fire Officer
MUMBAI
(Ph. 9820702531/3076111/3074923/2882290)
14. Shri W. K. Lengen
Director
Manipur Fire Service
IMPHAL, MANIPUR
(Ph. 0385-2221544)
15. Shri P.K. Senapati
DG & IGP (Fire Services) &
Comdt. General (Home Guards)
ORISSA
(Ph. 0671-2300317)
16. Shri S. Ganapathy
Dy. Director

T.N. Fire Service
CHENNAI, TAMIL NADU
(Ph. 044-22418015)

17. Shri S. Vijayasekar
Divisional Officer
Fire & Rescue Services
Tamil Nadu Fire & Rescue Services
CHENNAI, TAMIL NADU
(Ph. 04112-224126)
18. Shri C.K. Chakravarty
Sr. Fire Officer
UTTARANCHAL
(Ph. 0135-2632100)
19. Shri Rameshwar Dayal
I.G. (Fire Service)
UTTAR PRADESH
(Ph.0572-2287235)
20. Dr. K.C. Wadhwa
Director
NFSC
NAGPUR
(Ph. 0712-25320745/2532075)
21. Shri Shamim
Dy. Director
NFSC
NAGPUR
(Ph. 0712-2532079)
22. Shri S.L. Nagarkar
AIG (F)
CISF Hqrs.
NEW DELHI .
(Ph. 24361453)
23. Shri H.S. Kaprwan
Addl. Director
M/o Defence
NEW DELHI

(Ph. 011-23817255)

24. Dr. T.P. Sharma
Head,
Fire Research Lab,
CBRI, Roorkee
(Ph. 01332-283352)

25. Shri T. Nityananda S.
Director
National Safety Council
NAVI MUMBAI
(Ph. 022-27579924/27564447)

26. Shri A.K. Taandle
Chief Fire Officer
TROMBAY, MUMBAI
(Ph. 022-25505261,25595336)

27. Shri U.S. Chhillar
President. IFE India
Janak Puri, New Delhi
(Ph. 011-05520204)

28. Shri S.P. Batra
General Secretary
IFE India
Janakpuri, New Delhi
(Ph. 011-5502024/011550205)

**MINUTES OF THE 30TH MEETING OF STANDING FIRE ADVISORY COUNCIL HELD AT
JAISELMER HOUSE, NEW DELHI ON 10-11TH DECEMBER, 2003**

- Chairman** : Shri B. L. Vohra, IPS, Director General
Civil Defence, Ministry of Home Affairs, New Delhi.
- Member-Secretary** : Shri Om Parkash, Fire Adviser, Office
of DGCD Ministry of Home Affairs, New Delhi.
- Present** : A list of officers who attended the meeting at Annexure-I.

INAUGURATION:

Shri Om Parkash, Fire Adviser welcomed the Chairman and delegates.

Shri B. L. Vohra, Chairman, 30th SFAC then addressed the invitees and delegates and explained the background of the meeting.

D. K. Shami, Deputy Fire Adviser thanked the invitees and delegates. In the 30th SFAC Meeting all the agenda points of 29th Meeting were reviewed and Technical Seminar on International Search and Rescue capabilities by Captain Bob Markus Expert Trainer from Austrian, Disaster Relief Organization was also organized for the benefit of the members. States were requested to give presentations on capabilities of respective States in Search and Rescue. After the presentation delegates discussed in detail to finalize the proposal pending with the Government for the Modernization of Fire Services.

Decisions taken in the meeting are mentioned below:-

1. Regional Training Centre

Delegates from Orissa and Uttar Pradesh shown their inabilities to start Sub Officers Course in their Fire Training Centre due to inadequate infrastructural facilities. Representatives from Assam and Gujarat shown their willingness to start sub-officers' course. It was decided that Director NFSC and Dy. Fire Adviser will visit their training centers and submit their report.

Action: NFSC/DGCD

2. Age Relaxation

Delegates emphasized the need to have a standard criteria for undergoing various courses. Director, NFSC will hold the meeting of working group and submit the report within 2 months.

Action: NFSC

3. Decentralization of Sub Officers

Delegates expressed their satisfaction about the starting of Sub Officers' course in the State Regional Fire Training Centres to make space for the senior level courses.

No Action

4. Breathing Apparatus and High Rise Building Course

Director, NFSC informed that States are reluctant to send adequate nominations. It was decided that each States will nominate sufficient trainees for B.A. course and High Rise Building course without insisting for requirement of pass in sub-officers' course.

Action : All States

5. Syllabus for the training for Fireman

Delegates were satisfied with the syllabus as circulated by DGCD and informed that the same is being

implemented by them in their Fire Services.

Action : All States

6. **Station Officer and Instructor's Course and Divisional Officers Course at NFSC Nagpur**
With the starting of 2 batches of Station Officer and Divisional Officers' Course in the college every year the states felt satisfaction.

No Action
7. **Training Aids from NFSC, Nagpur**
Director NFSC informed that the States are now collecting training aids from the NFSC for their use.

No Action
8. **Seats for private candidates in Sub-Officers Course**
Director, NFSC informed that necessary amendments will be issued in the notification to increase the seats to private candidates from 25 in a year to 40 in each batch.

Action : NFSC
9. **Training of 100 Station Officers recruited by the Tamil Nadu Fire service**
After the discussion it was decided that NFSC will give priority to provide admission to the candidates sponsored by the State Government of Tamil Nadu.

Action : NFSC
10. **Andhra Pradesh case for Divisional Officer's Course.**
After the discussion it was decided that NFSC will give priority to provide admission to the candidates sponsored by the State Government of Andhra Pradesh.

Action : NFSC
11. **Mumbai Fire Brigade case for admission in Station Officers Course**
After the discussion it was decided that NFSC will give priority to provide admission to the candidates sponsored by the Mumbai Fire Brigade.

Action : NFSC
12. **Jharkhand's request for relaxation ineligibility criteria**
Director NFSC was asked to take approval from DGCD in each case. Representatives of Jharkhand Fire Service expressed their satisfaction.

Action : NFSC
13. **Training Calendar of National Fire Service College, Nagpur.**
The delay in circulation of Training Calendars by the Director, NFSC was creating administrative problems for the State Governments for sponsoring their candidates. Director, NFSC informed that the Training Schedule is now circulated well in time.

Action : NFSC
14. **Revision of outdated norms on Fire Service**
It was decided that all the committees should expedite the report.

Action : Relevant Committees
15. **Appointment of Fire Service Commission**
Chairman informed that the matter is being looked into.

Action : DGCD
16. **Professional Heads of Fire Services in the Rank of DG(Fire), uniforms, rank, badges etc.**
Members informed that the recommendation of SFAC is being examined in states for implementation.

Action : All States

17. **Issue of Certificate to manufacturers/fabricators by the SFAC regarding their competency.**
As already decided, the proposal is not practicable.
No Action
18. **Strengthening of Fire Service in the Metropolitan Cities, State Capitals, District Headquarters and Sub Divisional Headquarters.**
The proposal is in the advanced stages of approval in the Ministry.
Action : DGCD
19. **Enactment of Central Act for the Fire Service.**
Not practicable at this stage.
No Action
20. **Deployment of Home Guards as Auxiliary Fireman in emergency.**
Members informed that they have already proposed to their respective State Governments for approval.
Action : All States
21. **GIC Loans for the up-gradation of State Fire Services**
General opinion of the states was that they are not willing to take loans instead grant-in-aid may be arranged.
No Action
22. **Funding for up-gradation of Fire service**
Chairman informed the members all possible is being done to provide monetary help to State Fire Services.
Action : DGCD
23. **Infrastructure development vis-a-vis setting of fire stations**
Chairman informed the members that all the states have been apprised. Implementation report is yet to be received.
Action : All States
24. **Custom duty exemption on the fire fighting and rescue equipments used by the fire service.**
Chairman informed the members that we have already taken up the matter with Ministry of Finance. The reply is yet to be received.
Action : DGCD
25. **Need for setting up of Fire Research and Development Facilities in the country.**
Chairman informed that a working group is looking into it. Once the report is received the same will be sent to the Ministry for approval.
Action : Concerned working group
26. **National Building Code.**
Chairman informed the members that National Building Code is still not finalized by the BIS. A copy of the final code will be circulated to all concerned as soon as received from BIS.
Action : DGCD
27. **Categorization of incident of Fire.**
Chairman informed the members that committees constituted for the purpose is yet to give its report.
Action : Concerned Committee
28. **Fire Statistics**
Chairman informed the members that committee constituted for the purpose is yet to give its report.

- Action : Concerned Committee
29. **Use of ISI mark for fire fighting equipment and adoption of National Building Code.**
Chairman informed the members that regular instructions are going to states in this regard.
Action : DGCD
30. **Amendment in the Factory Act.**
Chairman informed the members that the decision as taken in the last meeting might be acted upon by all concerned.
Action : All States
31. **Fire Fighting Facilities for Mines**
Shri Kaparwan, Joint Director assured that he will soon submit the detailed report in this regard.
Action : Sh. Kaparwan, JD
32. **GIC Loans/10th & 11th Finance Commission Grants in aid and utilization certificate**
Chairman informed the members that grant-in-aid funds will not be disbursed to the defaulting states. He suggested the members to expedite their utilization certificate.
Action : All States
33. **Flag of Fire Service**
Members shown their willingness to adopt the flag in their fire services.
Action : All States
34. **Award of DGCD Commendation Certificate and discs Lapel**
Chairman informed the members to send the names of deserving candidates for the award of Commendation Certificate and Disks on regular basis.
Action : All States
35. **Mutual Aid**
Provision already exist in states.
Action : All States
36. **SFAC Meeting**
Members approved the suggestion for holding SFAC Meeting annually. One day for presentation by the states and second day for the agenda discussion.
Action : DGCD
37. **Mass Awareness**
It is to be implemented by State Governments. All states have been suitably advised.
Action : All States
38. **Web Site on Fire Service**
DGCD informed the members that a Web Site on DGCD is already available. Any suggestion for improvement of its material will be welcome from States.
Action : All States

**MINUTES OF THE 31ST MEETING OF STANDING FIRE ADVISORY COUNCIL
HELD AT A. P. CONFERENCE HALL, SVP NATIONAL POLICE ACADEMY,
SHIVARAMPALLI, HYDERABAD ON 4-5TH AUGUST, 2005.**

Part-I
BRIEF OF THE CONFERENCE

BRIEF

Inauguration :

31st Meeting of the Standing Fire Advisory Council at Hyderabad was inaugurated by / **Dr. Y.S. Rajasekhra Reddy**, Hon'ble Chief Minister of Andhra Pradesh on 4th August, 2005. **Sri K. Jana Reddy**, Hon'ble Home Minister of Andhra Pradesh, **Sri A.K.Srivastava**, Principal Secretary Home, **Sri Swarnjit Sen**, Director General of Police, **Sri. K. Dadabhoy**, IPS, Former Director General Civil Defence, delegates and a large number of distinguished guests were present during the inauguration.

2. **Dr. Y. S. Rajasekhara Reddy**, Hon'ble Chief Minister of Andhra Pradesh in his inaugural address recalled disaster caused by Tsunami on 26-12-2004 and exhorted the fire service and other concerned agencies to learn lessons from past experience for better planning, mitigation and preparedness. He also mentioned efforts of Government of India in setting up National Disaster Management Authority and National Disaster Response Force. He said that, Government of Andhra Pradesh had accorded highest priority to disaster management. A state level committee under the Chairmanship of Chief Secretary had been constituted for monitoring the implementation of contingency plans for tackling Cyclones and Earthquakes and District Level Committees under the Chairmanship of District Collectors. He also referred to Andhra Pradesh Government's initiatives to ensure Fire Safety of cinema theatres, high rise buildings, large concentration of thatched dwellings etc. Changing role of Fire Services due to urbanization and industrialization was underlined and the need for providing adequate infrastructure and equipments to the Fire Services to meet the challenges was stressed. The SFAC was exhorted to undertake in depth deliberations in its 31st Meeting and come up with concrete suggestion on measures required to develop Fire Services as a **multi - hazard disaster response unit**.

3. **Sri Jana Reddy**, Hon'ble Home Minister of Andhra Pradesh in his address enlisted the initiatives taken by the Government to improve the operational efficiency of Fire Service Department viz., Re-organisation of the Department, Opening of New Fire Stations in all assembly constituencies in a phased manner and upgrading the existing Fire Stations in Hyderabad, Vijayawada, Visakhapatnam and Tirupathi. He underlined urgent need to allocate sufficient funds for the up-gradation, modernization and expansion of A. P. Fire & Emergency Service. He asked the delegates to share their valuable experience and suggest utilization of modern Fire Fighting Equipments and innovation in Fire Fighting Techniques in High Hazard occupancies.

4. Earlier, **Sri Vijay Shanker**, IPS, Chairman of 31st Standing Fire Advisory Council extended warm welcome to Hon'ble Chief Minister, Hon'ble Home Minister of Andhra Pradesh, delegates and invitees. DGCD briefly explained background of the meeting, existing scenario of Fire Services in India, changing role of Fire Services in Disaster Management Response system and need for modernization of fire services to respond to various Disasters and Emergencies as multi-hazards response unit. **Sri Alok Srivastava**, IPS, Director General, A.P. Fire & Emergency Services Department proposed the Vote of Thanks.

Meeting :-

5. Agenda points of the meeting were deliberated in six sessions in which following presentations were made followed by discussions on each of the agenda points :-

- (i) **Inclusion of subject Fire in the Concurrent List of the Constitution of India by Dr. P.K.John, Director, Goa Fire & Emergency Service.**
- (ii) **Constitution of National Fire Service Commission by Dr P.K.John, Director, Goa Fire & Emergency Service.**
- (iii) **Disaster Management scenario in Delhi by sri R.C.Sharma, Chief Fire Officer, Delhi**
- (iv) **Halon Reclamation and Banking facility including the Halon alternatives, need of R&D and testing/ evaluation facilities in the field of Fire Engineering by Sri A.K. Kapoor, Director CFEES, DRDO, Ministry of Defence.**
- (v) **Modernisation of Fire Service by Sri S.K.Dogra, Director Fire & Rescue Service Tamil Nadu.**
- (vi) **Critical appraisal of Training for Fire Services and also Financial Resources for Acquisition of Equipments for Fire Service by Sri M.N. Reddy. IG, Fire & Emergency Service Karnataka.**

(vii) Fire Service Training Institute, CISF by Sri S.L.Nagarkar, DIF(Fire), CISF.

(viii) Managing Rural Fires in J&K by Sri. G.A.Bhat, Director, Fire & Emergency Service J&K.

6. The agenda points and the decision taken on each of the agenda points are enclosed in the part II of the minutes.

Part-II
MINUTES OF THE CONFERENCE

- Chairman** : Sri Vijay Shanker, IPS, DG, National Emergency Response Force & Civil Defence, Ministry of Home Affairs, New Delhi.
- Member Secretary** : Sri Om Parkash, Fire Advisor, Directorate General Civil Defence, Ministry of Home Affairs, New Delhi.
- Member/delegates** : List of members/delegates to 31st meeting of SFAC is at Annexure – II.

Proceeding of the meeting

The 31st SFAC meeting started with the opening remarks of the Chairman, Sri Vijay Shanker, IPS, DG, National Emergency Response Force & Civil Defence, Ministry of Home Affairs, New Delhi, who thanked the Hon'ble Chief Minister of Andhra Pradesh for coming straight from the Helipad to the inauguration of the meeting. He informed the delegates that, the agenda points have been categorized into six groups for discussion viz., Policy/Legal issues, Organizational issues, and Modernization, Equipments, Training and Miscellaneous points. He also said that though the agenda points were not very original and had been discussed in the past in one way, yet these were included in the agenda in view of their continued relevance and also, lack of implementation. It was mentioned that, each session shall have a set of presentations to focus on the important issues. Paradigm changes in National Disaster Management Policy, National Disaster Management Bill and Authority, role of Fire Service in disaster management were explained to the members.

Two minutes of Silence was observed by the Council as a mark of respect to the Fire Personnel who have laid down their lives in the service of the Nation.

ITEMS ON THE AGENDA AND THE DECISIONS TAKEN ARE MENTIONED BELOW:

S.No.	AGENDA POINTS	REMARKS
I	POLICY /LEGAL ISSUES	
1.	<p>NATIONAL COMMISSION FOR FIRE AND EMERGENCY SERVICE:</p> <p>Karnataka</p> <p>There is an urgent need for the appointment of Commission for Fire and Emergency Service. It is required for over-all development of Fire Services in the country. This is one of the urgent requirements for the systematic, uniform and overall growth of Fire Services in India, for the present and for the future.</p>	<p>Chairman informed the Council members that a High Powered Committee on Disaster Management of Ministry of Agriculture, Govt. of India in its report of 2001, recognized the vital role of Fire Services in context of first response on site for emergencies and inter alia recommended:</p> <p>(i) A National Fire Service Commission be appointed to suggest the reorganization of Fire Services to cope with the challenges posed by the technological advancements during peacetime and war situations.</p> <p>(ii) Formulation of a National Policy on fire Preparedness in Rural and Urban Areas.</p> <p>(iii) The provision of a comprehensive legislative backup to the fire services to enforce fire regulations.</p> <p>(iv) The risk mapping of cities and industrial towns and</p>

	<p>the norms for fire protection levels in such areas.</p> <ul style="list-style-type: none"> (v) Review of Training standards and Equipment requirements. (vi) Planning of Fire Safety programmes for the Public. (vii) Planning of fire prevention and protection in slums and shanty Towns. (vii) To review provisions of the Model Fire Service Bill. <p>Dr. P.K. John, Director Fire and Emergency Services, Goa could not attend the meeting due to commitment in the State. The papers prepared by Dr. P. K. John on the "Inclusion of subject Fire in the Concurrent List of the Constitution of India" and "Constitution of National Fire Service Commission" were therefore circulated for the benefit and valuable suggestion of the Members.</p> <p>Members were of the view that alround standardization of Fire Services is urgently required including legal, organizational, funding, modernization, training, equipments, latest technology etc. Members also felt the need for a five year suggestions which can be taken up by the Government of India and State Governments for implementation till proposed National Fire Service Commission submits its recommendations to the Government.</p> <p>Chairman underlined the urgency to prepare a perspective plan for next 10 years to enable the Fire Service to successfully meet the challenges and expectations. He explained the need for latest technology, importance of urgent modernization, improved standards of training, preparation of standards and protocols all of which required huge amount of funds. There were unanimous views that required funds for revamping of Fire Service would not be available with the centre and state Governments unless Fire Service was funded under plan head.</p> <p>It was resolved to appoint a Committee under the Chairmanship of Dr. P. K. John, Director, Fire & Emergency Services, Goa with Sri M. N. Reddy, IG, Karnataka Fire Service, Sri R. C. Sharma, Chief Fire Officer, Delhi Fire Service and Sri M. V. Deshmukh, Director, Fire Services, Maharashtra as members to recommend terms of reference for the National Fire Service Commission and also action plan to implement Sl. No. (ii) to (viii) of High Powered Committee.</p> <p style="text-align: right;">Action : States/DGCD/MHA/Director, Fire and Emergency Services, Goa</p>
<p>2. INCLUSION OF FIRE SERVICE IN CONCURRENT LIST OF THE CONSTITUTION OF INDIA</p>	<p>Members underlined the need to bring Fire Service in the Concurrent list of the Constitution of India to solve the problems relating to the development of Fire Services in the country. Fire Services are playing major role in saving life and property during natural and man made</p>