

No. VI- 14025/07 (3)/2014/ DGCD (CD-PMU)
Government of India
Ministry of Home Affairs
Directorate General of Fire Services, Civil Defence and Home Guards

East Block- VII, Level-7
R.K. Puram, New Delhi-110066

Dated the 2nd Dec, 2014

To
Chief Secretary,
All States

Subject: Standardised Pattern Identity Card for Civil Defence Volunteers

Reference is invited to the deliberations during Technical Sessions conducted as a part of the Launch Ceremony of the Plan Scheme for "Mainstreaming Civil Defence in Disaster Risk Reduction" held at New Delhi on 20th August 2013.

2. It has been observed that Civil Defence volunteers in various States/ UTs are using different patterns of identity card with varying details which results in an *identity crisis* for the volunteers. In order to standardize the pattern of identity card for Civil Defence volunteers across the Country, it is advised that all States/ UTs follow the approved pattern as given in Annexure 'A'.

3. It is also advised that the database of all Civil Defence volunteers be maintained in the office of the Director Civil Defence of the State. The request for issue of new identity card/ renewal of identity card should be initiated by the Controller Civil Defence of the respective District and submitted to the Director Civil Defence for approval and issue of the identity card. The details of all identity cards issued to Civil Defence volunteers across the State be maintained in the office of the Director Civil Defence.

4. The printing of the new pattern identity card shall be done by the respective States under their own arrangements. The new pattern identity cards shall become effective from 1st January 2015.



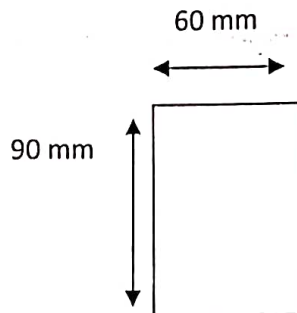
(Sandeep Rai Rathore)
Inspector General NDRF & Civil Defence

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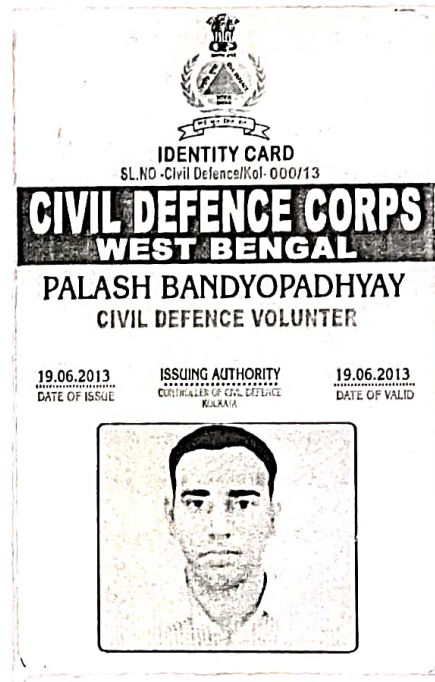
1. Disaster Management Division, NDCC Building, New Delhi for information please
With reference of your letter No. I-45011/31/2014-AD(CD)/650 dated 15/09/2014.
2. Director Civil Defence (All States) - for necessary action please.
3. CD Section

Suggested specifications: Identity Card for Civil Defence Volunteers

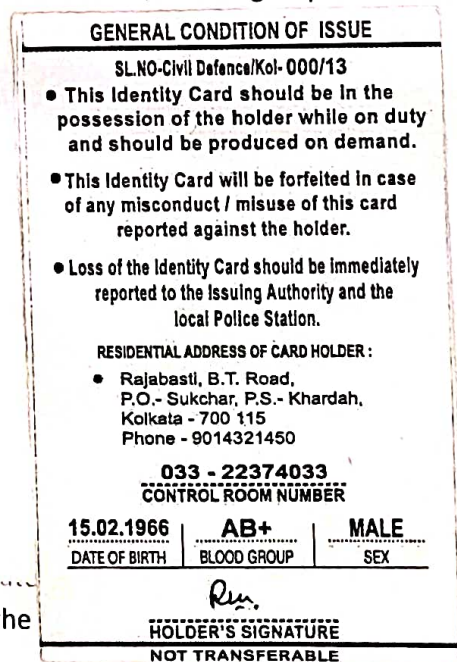
1. Size : 60mmX90mm



2. Front Side (White Background)



3. Back Side (white background) with permanent address, date of birth, blood group and card holder signature.



4. The card should have arrangements for hanging the around the neck.