
New Delhi, the 5-11-1983

OFFICE MEMORANDUM

Subject: - Appointment of Home Guards and Civil Defence
volunteers having 3 years training to posts/
services under Group 'C' and 'D'.

The undersigned is directed to say that the Home Guards and Civil Defence are statutory voluntary organisations raised in the country at the instance of the Government of India to assist Government agencies to meet various contingencies such as maintenance of Law & Order, essential services during emergency, relief and rescue work in disaster and so on. Members of this Organisation are all volunteers within the age group 18-50 years drawn from all walks of life and are trained in various disciplines to perform their roles effectively.

2. The question of giving weightage/preference to Home Guards and Civil Defence volunteers in recruitment to Government services has been examined by this Department in consultation with the Ministry of Home Affairs (DGCD) and it has been decided that the Home Guards and Civil Defence volunteers who have rendered at least 3 years service in the organisation and are trained in "basic" and "refreshers" course in Home Guards and Civil Defence, may be given preference on account of these desirable qualifications for appointment to such Group 'C' and 'D' posts, where training received in Home Guards and Civil Defence is an added advantage for efficient performance of duties in those posts, provided those volunteers fulfil the essential qualifications of age, education and physical standard etc laid down for recruitment to those posts. As the Home Guards volunteers are trained in P.T., unarmed combat, crowd control, guard duty, patrolling, map reading, message writing, weapon training (.22/.303 rifles), field craft, tactics, lathi drill, law & order duties, fire fighting & rescue etc. and serve as auxiliary to Police and Security Forces, their training may be useful in Group 'C' and 'D' posts like Constables, Security Guards, despatch riders, peons, orderlies, Chowkidars, Firemen, forest guards etc. Similarly, the Civil Defence volunteers who are trained in Rescue, Fire Fighting, first-aid & casualty care, nursing, sanitation and public health, messenger duty, etc., may be preferred to posts like nursing-attendant, stretcher bearer, medical attendant, vaccinator/inoculator, health visitor, dresser, postman, messenger, despatch rider, and the like.

***** 2.

3. All the Ministries and Departments of Government of India are, therefore, requested to review the recruitment Rules for the Group 'C' and 'D' posts of the type mentioned above (including those covered by this Department's O.M. No. 2/92773-Estt(D) dated 2nd August, 1975) in the Ministries and their attached/subordinate offices with a view to amending the rules so as to include (a) 3 years service as Home Guards/Civil Defence volunteers and (b) training in at least 'Basic' and 'Refresher' courses in Home Guards and Civil Defence, as desirable qualification in case they consider that this service/training is useful in performance of duties of those posts.

4. Hindi version will follow.

Sd/-(I.S. KHILWALLA)
DEPUTY SECRETARY TO THE GOVT. OF INDIA

To

1. All Ministries and Departments of the Government of India with usual number of spare copies.
2. All Union Territories Administration.
3. All Attached and subordinate offices of the Department of Personnel and Administrative Reforms and Ministry of Home Affairs.
4. All Officers and Sections of the Ministry of Home Affairs and Department of Personnel & Administrative Reforms.
5. DGCD, M.H. A., with 5 spare copies.

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