

No. 1-7/2022/ DM-I(N)
Government of India
Ministry of Home Affairs
(Disaster management Division)

NDCC-II Building, Jai Singh Road
New Delhi-110001, dated 11th October, 2022

OFFICE MEMORANDUM

Sub: Framing of Recruitment Rules (RRs) for filling up the post of Group "C" of NDRF Academy, Nagpur-reg.

The undersigned is directed to say that as per DoPT's O.M. No. AB-14017/61/2008-Estt(RR) dated 13.10.2015 the proposal for framing / amendment of Recruitment Rules are to be uploaded on the website of respective Ministries / Department for inviting comments from the Stakeholders.

2. Therefore, draft recruitment for the post of Group "C" of NDRF Academy, Nagpur at various level are uploaded on MHA website for information and appropriate action of stakeholders.

3. All the stakeholders are requested to go through the draft recruitment rules and furnish their comments, if any, to the undersigned within a period of one month from the date of uploading in the website. In case, no comments received within the stipulated period, the Ministry (DM Division) will proceed further for taking necessary action for approval of draft Recruitment Rules.

Encl: As above.

Ashish Kr. Singh
(Ashish Kr. Singh)
Under Secretary to the Government of India
Tel No. 23438103

To,
All concerned Stakeholders.

Copy to :

Director, NIC, Ministry of Home Affairs, North Block, New Delhi: with the request to upload the same on e-office and MHA's website.

Government of India
Ministry of Home Affairs

New Delhi the _____ 2022

Notification

G.S.R.....(E) In exercise of the powers conferred by the proviso to article 309 of the Constitution, the President hereby makes the following rules regulating the method of recruitment to the post of Group 'C' in the National Disaster Response Force Academy, Nagpur, namely:—

1. Short title and commencement.— (1) These rules may be called National Disaster Response Force Academy, Nagpur, Group 'C'(Non-Gazetted) Recruitment Rules, 2022.

(2) They shall come into force on the date of their publication in the Official Gazette.

2. Number of posts, classification and level in the pay matrix. - The number of posts, its classification and level in the pay matrix attached thereto, shall be as specified in columns (2) to (4) of the Schedule annexed to these rules.

3. Method of recruitment, age limit and other qualifications, etc. - The method of recruitment, age limit, qualifications and other matters relating to the said posts shall be as specified in column (5) to (13) of the said Schedule.

4. Disqualification. - No person,—

(a) Who has entered into or contracted a marriage with a person having spouse living; or
(b) Who, having a spouse living, has entered into or contracted a marriage with any person, shall be eligible for appointment to the said post:

Provided that the Central Government may, if satisfied that such marriage is permissible under the personal law applicable to such person and other party to the marriage and that there are other grounds for so doing, exempt any person from operation of this rule.

5. Power to relax. - Where the Central Government is of the opinion that it is necessary or expedient so to do, it may, by order, for reason to be recorded in writing, relax any of the provisions of these rules with respect to any class or category of persons.

6. Saving. - Nothing in these rules shall affect reservations, relaxation of age-limit and other concessions required to be provided to the Scheduled Castes, the Scheduled Tribes, Other Backward Classes, Ex-Servicemen and other special categories of persons in accordance with the orders issued by the Central Government from time to time in this regard.

SCHEDULE

Name of post (1)	Number of posts. (2)	Classification. (3)	Pay Level in Pay Matrix (4)
Demonstrator	02* (2020) * (Subject to variation depending on workload)	General Central Service Group 'C' Non-Gazetted, Non-Ministerial	Level-4 (Rs. 25,500 –81,100)

Whether selection post or non-selection post. (5)	Age limit for direct recruitment (6)	Educational and other qualifications required for direct recruits (7)
Selection Post	Between 18 to 27 years.	<p><i>Essential:</i></p> <ul style="list-style-type: none"> (i) Higher Secondary School Certificate (10+2); and (ii) Qualified in Civil Defense Instructor (CDI) / Disaster Relief Instructor (DRI) course; and (iii) 3 year Experience in Home Guard/ Civil Defence/ Fire / Armed Forces; or Qualified ToT / MT / Advance courses in disaster related subjects; or Diploma or higher qualification in Disaster Management.

Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees (8)	Period of probation, if any (9)	Method of recruitment whether by direct recruitment or by promotion/ deputation/ absorption and percentage of the vacancies to be filled by various methods (10)
No	Two years	By promotion failing which by transfer on deputation, failing both by direct recruitment.

In case of recruitment by promotion or deputation or absorption, grades from which promotion or deputation or absorption to be made (11)

By Promotion:

- Promotion from Junior Demonstrator with eight years of qualifying service in the grade.

By Deputation:

- Officers of the Central Government or State Governments or Union Territories or Armed Forces or Central Para Military Forces or Central Police Organisations or State Police Organisations -
(i) Holding analogous post on regular basis in the parent cadre or department; and

(b) possessing the following educational qualification and experience :

Essential qualifications:

- (i) Higher Secondary School Certificate (10+2); and
- (ii) Qualified ToT/MT/Advance courses in disaster related subjects;
or
Diploma or higher qualification in disaster Management.

Note-1: The departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation. Similarly deputationists shall not be eligible for consideration for appointment on promotion.

Note-2: The period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in same or some other organization or department of the Central Government shall ordinarily not exceed seven years or as prescribed by DOPT, GOI from time to time.

Note-3: The maximum age limit for appointment by deputation shall be not exceeding 56 years as on the closing date of receipt of applications.

Note-4: The candidates shall be medically fit and having good mental, bodily health and free from any physical disability likely to interfere with the efficient performance of the duties.

If a Departmental Promotion Committee exists, what is its composition.	Circumstances in which Union Public Service Commission is to be consulted in making recruitment.
(12)	(13)
Group 'C' Departmental Promotion Committee (for considering promotion) consisting of :- 1. Deputy Inspector General, National Disaster Response Force—Chairman 2. Two Commandants, National Disaster Response Force -Members.	Not Applicable.

SCHEDULE

Name of post	Number of posts.	Classification.	Pay Level in Pay Matrix
(1)	(2)	(3)	(4)
Driver Mechanic Grade-II	One	General Central Service Group 'C' Non-Gazetted, Non-Ministerial.	Level – 4 (Rs. 25,500 –81,100)

Whether selection post or non-selection post.	Age limit for direct recruitment	Educational and other qualifications required for Direct Recruitment
(5)	(6)	(7)
Selection Post	Between 18 to 30 years. (Relaxable in case of SC/ST/OBC in accordance with the general orders issued from time to time by Govt. of India)	<p>Essential:</p> <ul style="list-style-type: none"> (i) Higher Secondary School Certificate (10+2); and (ii) Heavy Vehicle driving license holder; and (iii) Certificate Course from Govt. recognized ITI in Automobile Trade <i>or</i> Three years Diploma in Automobile Engineering. <p>Desirable :</p> <ul style="list-style-type: none"> (i) Able to repair & maintain all kind of vehicles. Preferable 3 years work experience.

Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Period of probation, if any	Method of recruitment whether by direct or by promotion or deputation/absorption and percentage of the post to be filled by various methods
(8)	(9)	(10)
For Age – No For education qualification -Yes	2 years	By promotion failing which by transfer on deputation, failing both by Direct Recruitment.

In case of recruitment by promotion or deputation / absorption, grades from which promotion or deputation/ absorption to be made

(11)

By Promotion:

- Promotion from Driver Mechanic (Ordinary Grade) with eight years of qualifying service in the grade.

By Deputation:

- Officers of the Central Government or State Governments or Union Territories or Armed Forces or Central Para Military Forces or Central Police Organisations or State Police Organisations -
 - Holding analogous post on regular basis in the parent cadre or department; and

(b) possessing the following educational qualification and experience :

Essential qualifications:

- (i) Higher Secondary School Certificate (10+2); *and*
- (ii) Heavy Vehicle driving license holder

Desirable qualifications:

- (i) Certificate course qualified from Govt. recognized ITI in Automobile.
- (ii) Two year experience in a recognized workshop.
- (iii) Able to repair & maintain all kinds of vehicles.

Note-1: The departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation. Similarly deputationists shall not be eligible for consideration for appointment on promotion.

Note-2: The period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same of some other organization or department of the Central Government shall ordinarily not exceed seven years or as prescribed by DOPT, GOI from time to time.

Note-3: The maximum age limit for appointment by deputation shall be not exceeding 56 years as on the closing date of receipt of applications.

Note-4: The candidates shall be medically fit and having good mental, bodily health and free from any physical disability likely to interfere with the efficient performance of the duties.

Note-5: The candidates who have worked as AGNEEVEER in armed forces will be preferred.

If a D.P.C. exists, what is its composition.	Circumstances in which Union Public Service Commission is to be consulted in making recruitment.
(12)	(13)
Group 'C' Departmental Promotion Committee (for considering promotion) consisting of :- 1. Deputy Inspector General, National Disaster Response Force –Chairman 2. Two Commandants, National Disaster Response Force Academy Nagpur - Members.	Not Applicable.

SCHEDULE

Name of post	Number of posts.	Classification.	Pay Level in Pay Matrix
(1)	(2)	(3)	(4)
Upper Division Clerk	Three	General Central Service Group 'C' Non-Gazetted, Ministerial.	Level-4 (Rs. 25,500 -81,100)

Whether selection post or non-selection post.	Age limit for direct recruitment	Educational and other qualifications required for Direct Recruitment
(5)	(6)	(7)
Non-Selection Post	Between 18 and 27 years	Bachelor's Degree of a recognized University or equivalent

Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Period of probation, if any	Method of recruitment whether by direct or by promotion or deputation/absorption and percentage of the post to be filled by various methods
(8)	(9)	(10)
Not applicable	2 years	By promotion, failing which by transfer on Deputation failing which by Direct Recruitment

In case of recruitment by promotion or deputation / absorption, grades from which promotion or deputation / absorption to be made
(11)
By Promotion:
1. Promotion from Lower Division Clerk (LDC) with eight years of qualifying service in the grade.
By Deputation:
(a) Officers of the Central Government or State Governments or Union Territories or Armed Forces or Central Para Military Forces or Central Police Organisations or State Police Organisations - (i) Holding analogous post on regular basis in the parent cadre or department; <i>and</i>
(b) possessing the following educational qualification and experience :
<i>Essential qualifications:</i>
(i) Higher Secondary School Certificate (10+2) or equivalent.
Note-1: The departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation. Similarly deputationists shall not be eligible for consideration for appointment on promotion.
Note-2: The period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in same or some other organization or department of the

Central Government shall ordinarily not exceed seven years or as prescribed by Department of Personnel and Training , Government of India from time to time.

Note-3: The maximum age limit for appointment by deputation shall be not exceeding 56 years as on the closing date of receipt of applications.

Note-4: The candidates shall be medically fit and having good mental, bodily health and free from any physical disability likely to interfere with the efficient performance of the duties.

If a D.P.C. exists, what is its composition.	Circumstances in which Union Public Service Commission is to be consulted in making recruitment.
(12)	(13)
Group 'C' Departmental Promotion Committee (for considering promotion) consisting of :- 1. Deputy Inspector General, National Disaster Response Force –Chairman 2. Two Commandants, National Disaster Response Force Academy Nagpur - Members.	Not Applicable.

SCHEDULE

Name of post	Number of posts.	Classification.	Pay Level in Pay Matrix
(1)	(2)	(3)	(4)
Junior Artist Grade-II	One	General Central Service Group 'C' Non-Gazetted, Non-Ministerial.	Level-4 (Rs. 25,500 -81,100)

Whether selection post or non-selection post.	Age limit for direct recruitment	Educational and other qualifications required for Direct Recruitment
(5)	(6)	(7)
Selection Post	Between 18 to 27 years. (Relaxable in the case of SC/ST/OBC and other special categories in accordance with the general orders issued from time to time by Government of India.)	Degree in Fine Arts from recognized University <i>Desirable :</i> (i) one year experience as an Artist. (ii) photography course qualified.

Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Period of probation, if any	Method of recruitment whether by direct or by promotion or deputation/absorption and percentage of the post to be filled by various methods
(8)	(9)	(10)
Not Applicable	Two years	By transfer on deputation, failing which by direct recruitment.

In case of recruitment by promotion or deputation /absorption, grades from which promotion or deputation /absorption to be made	(11)
By Deputation:	
(a) Officers of the Central Government or State Governments or Union Territories or Armed Forces or Central Para Military Forces or Central Police Organisations or State Police Organisations -	
(i) Holding analogous post on regular basis in the parent cadre or department; <i>and</i>	
(b) possessing the following educational qualification and experience :	
<i>Essential qualifications:</i>	
(i) Degree in Fine Arts with Drawing from a recognized University.	
(ii) Basic and Advance photography course qualified.	
<i>Desirable qualifications:</i>	
(i) Proficiency in photography with at least one year experience as a photographer.	

Note-1: The period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in same or some other organization or department of the Central Government shall ordinarily not exceed seven years or as prescribed by DOPT, GOI from time to time.

Note-2: The maximum age limit for appointment by deputation shall be not exceeding 56 years as on the closing date of receipt of applications.

Note-3: The candidates shall be medically fit and having good mental, bodily health and free from any physical disability likely to interfere with the efficient performance of the duties.

If a D.P.C. exists, what is its composition. (12)	Circumstances in which Union Public Service Commission is to be consulted in making recruitment. (13)
Group 'C' D.P.C. : Deputy Director - Chairman Administrative Officer - Member Assistant Director - Member Dy. Assistant Director - Member	Not Applicable.

SCHEDULE

Name of post	Number of posts.	Classification.	Pay Level in Pay Matrix
(1)	(2)	(3)	(4)
Stenographer Grade-D	One	General Central Service Group 'C' Non-Gazetted, Ministerial.	Level-4 (Rs. 25,500 –81,100)

Whether selection post or non-selection post.	Age limit for direct recruitment	Educational and other qualifications required for Direct Recruitment
(5)	(6)	(7)
Not Applicable	Between 18 - 27 years. (Relaxable for Govt. servants up to 40 years in accordance with the instructions or orders issued by the Central Govt.) (Relaxable in the case of SC/ST/OBC in accordance with the general orders issued from time to time by the Central Government)	(i) 12 th class pass or equivalent from recognized Board or University; and (ii) Skill test norms : Dictation: 10mts @80 w.p.m. Transcription: 65 mts(Eng), 75 mts (Hindi) (on manual typewriter); or 50 mts (Eng), 65 mts (Hindi) (on computer).

Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Period of probation, if any	Method of recruitment whether by direct recruitment or by promotion or deputation/absorption and percentage of the post to be filled by various methods
(8)	(9)	(10)
Not Applicable	Two years	By transfer on deputation, failing which by direct recruitment through Staff Selection Commission.

In case of recruitment by promotion or deputation or absorption, grades from which promotion or deputation or absorption to be made	(11)
By Transfer on Deputation:	
(a) Officers of the Central Government or State Governments or Union Territories or Armed Forces or Central Para Military Forces or Central Police Organisations or State Police Organisations -	
(i) Holding analogous post on regular basis in the parent cadre or department; and	
(b) possessing the following educational qualification and experience :	
<i>Essential qualifications:</i>	
(i) 12 th pass or equivalent from a recognized Board or University.	

Note-1: The period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in same or some other organization or department of the Central Government shall ordinarily not exceed seven years or as prescribed by DOPT, GOI from time to time.

Note-2: The maximum age limit for appointment by deputation shall be not exceeding 56 years as on the closing date of receipt of applications.

Note-3: The candidates shall be medically fit and having good mental, bodily health and free from any physical disability likely to interfere with the efficient performance of the duties.

If a D.P.C. exists, what is its composition.	Circumstances in which Union Public Service Commission is to be consulted in making recruitment.
(12)	(13)
Not applicable	Not Applicable.

SCHEDULE

Name of post	Number of posts.	Classification.	Pay Level in Pay Matrix
(1)	(2)	(3)	(4)
Lower Division Clerk	Six	General Central Service Group 'C' Non-Gazetted, Ministerial.	Level-2 (Rs. 19,900-63,200)

Whether selection post or non-selection post.	Age limit for direct recruitment	Educational and other qualifications required for Direct Recruitment
(5)	(6)	(7)
Not Applicable	Between 18 - 27 years. (Relaxable in the case of SC/ST/OBC displaced persons and other special categories according with the general orders issued from time to time by Govt. of India)	(i) 10 + 2 (ii) English typing with minimum speed of 35 w.p.m; or Hindi typing with minimum speed of 30 w.p.m. (35 w.p.m and 30 w.p.m correspond to 10500 KDPH/9000KDPH on an average of 5 key depression for each word0

Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Period of probation, if any	Method of recruitment whether by direct or by promotion or deputation/ absorption and percentage of the post to be filled by various methods
(8)	(9)	(10)
Not applicable	Two years	By transfer on deputation, failing which by direct recruitment.

In case of recruitment by promotion or deputation or absorption, grades from which promotion or deputation or absorption to be made	(11)
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By Deputation:	
(a) Officers of the Central Government or State Governments or Union Territories or Armed Forces or Central Para Military Forces or Central Police Organisations or State Police Organisations -	
(i) Holding analogous post on regular basis in the parent cadre or department; and	
(b) possessing the following educational qualification and experience :	
<i>Essential qualifications:</i>	
(i) 12 th pass or equivalent from a recognized Board or University.	

Note-1: The period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same of some other organization or department of the Central Government shall ordinarily not exceed seven years or as prescribed by DOPT, GOI from time to time.

Note-2: The maximum age limit for appointment by deputation shall be not exceeding 56 years as on the

closing date of receipt of applications.

Note-3: The candidates shall be medically fit and having good mental, bodily health and free from any physical disability likely to interfere with the efficient performance of the duties.

Note-4: The candidates who have worked as AGNEEVEER in armed forces will be preferred.

If a D.P.C. exists, what is its composition.	Circumstances in which Union Public Service Commission is to be consulted in making recruitment.
(12)	(13)
Not Applicable.	Not Applicable.

SCHEDULE

Name of post (1)	Number of posts. (2)	Classification. (3)	Pay Level in Pay Matrix (4)
Driver Mechanic (Ordinary Grade)	Three	General Central Service Group 'C' Non-Gazetted, Non- Ministerial	Level-2 (Rs.19,900-63,200)

Whether selection post or non-selection post. (5)	Age limit for direct recruitment (6)	Educational and other qualifications required for direct Recruitment (7)
Not Applicable	Between 18 to 27 years. (Relaxable in the case of SC/ST/OBC and other special category in accordance with the instructions or orders issued from time to time by Government of India)	(i) Matriculation or equivalent. (ii) Knowledge of Vehicle Mechanism. (iii) Holding Driving License for heavy and light duty vehicles. (iv) Three years of experience of driving heavy and light duty vehicles.

Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees (8)	Period of probation, if any (9)	Method of recruitment whether by direct or by promotion or deputation/ absorption and percentage of the post to be filled by various methods (10)
Not Applicable	Two years	By transfer on deputation, failing which by direct recruitment.

In case of recruitment by promotion or deputation / absorption, grades from which promotion or deputation / absorption to be made

(11)

By Deputation:

- (a) Officers of the Central Government or State Governments or Union Territories or Armed Forces or Central Para Military Forces or Central Police Organisations or State Police Organisations -
 - (i) Holding analogous post on regular basis in the parent cadre or department; and
- (b) possessing the following educational qualification and experience :

Essential qualifications:

- (i) Matriculation or equivalent.
- (ii) Holding Driving License for heavy and light duty vehicles.
- (iii) Three year experience of driving heavy & light duty vehicles.

Desirable qualifications:

- (i) ITI diploma or equivalent in Automobile.
- (ii) Experience of one year working as automobile mechanic in any workshop.

Note-1: The period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in same or some other organization or department of the Central Government shall ordinarily not exceed seven years or as prescribed by DOPT, GOI from time to time.

Note-2: The maximum age limit for appointment by deputation shall be not exceeding 56 years as on the closing date of receipt of applications.

Note-3: The candidates shall be medically fit and having good mental, bodily health and free from any physical disability likely to interfere with the efficient performance of the duties.

Note-4: The candidates who have worked as AGNEEVEER in armed forces will be preferred.

If a D.P.C. exists, what is its composition.	Circumstances in which Union Public Service Commission is to be consulted in making recruitment.
(12)	(13)
Not applicable.	Not applicable.

SCHEDULE

Name of post (1)	Number of posts. (2)	Classification. (3)	Pay Level in Pay Matrix (4)
Junior Demonstrator	One	General Central Service Group 'C' Non-Gazetted, Non-Ministerial.	Level-2 (Rs. 19,900-63,200)

Whether selection post or non-selection post. (5)	Age limit for direct recruitment (6)	Educational and other qualifications required for Direct Recruitment (7)
Selection Post	Between 18 - 27 years. (Relaxable in the case of SC/ST/OBC, in accordance with the general orders issued from time to time by Govt. of India)	<p>Essential :</p> <ul style="list-style-type: none"> (i) Higher Secondary School Certificate (10+2); <i>and</i> (ii) Minimum three year experience in Civil Defence/Fire/Home Guard. (iii) Qualified in Civil Defense Instructor (CDI)/ Disaster Relief Instructor (DRI) / Watermanship (WSP) course; <i>or</i> <p>Desirable :</p> <ul style="list-style-type: none"> (i) Sub-Officer course from N.F.S.C., Nagpur. (ii) Certificate in radio communication. (iii) Telephone and radio mechanic with two year experience <i>or</i> CDI <i>or</i> First Aid certificate & experience of store maintenance.

Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees (8)	Period of probation, if any (9)	Method of recruitment whether by direct or by promotion or deputation/ absorption and percentage of the post to be filled by various methods (10)
No	Two years	By promotion, failing which by transfer on deputation, failing which by Direct Recruitment.

In case of recruitment by promotion or deputation / absorption, grades from which promotion or deputation / absorption to be made (11)

By Promotion:

- Promotion from Field Trainer with five years of qualifying service in the grade.

By Deputation:

- Officers of the Central Government or State Governments or Union Territories or Armed Forces or Central Para Military Forces or Central Police Organisations or State Police Organisations -
 - Holding analogous post on regular basis in the parent cadre or department; *and*
- possessing the following educational qualification and experience :

Essential qualifications:

- (i) Higher Secondary School Certificate (10+2) or equivalent.
(ii) Qualified ToT/MT/Advance course in disaster related subjects; or
Diploma or higher qualification in Disaster Management.

Note-1: The departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation. Similarly deputationists shall not be eligible for consideration for appointment on promotion.

Note-2: The period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in same or some other organization or department of the Central Government shall ordinarily not exceed seven years or as prescribed by DOPT, GOI from time to time.

Note-3: The maximum age limit for appointment by deputation shall be not exceeding 56 years as on the closing date of receipt of applications.

Note-4: The candidates shall be medically fit and having good mental, bodily health and free from any physical disability likely to interfere with the efficient performance of the duties.

If a D.P.C. exists, what is its composition.	Circumstances in which Union Public Service Commission is to be consulted in making recruitment.
(12)	(13)
Group 'C' Departmental Promotion Committee (for considering promotion) consisting of :- 1. Deputy Inspector General, National Disaster Response Force –Chairman 2. Two Commandants, National Disaster Response Force -Members.	Not Applicable.

SCHEDULE

Name of post (1)	Number of posts. (2)	Classification. (3)	Pay Level in Pay Matrix (4)
Field Trainer	Six	General Central Service Group 'C' Non-Gazetted, Non-Ministerial.	Level-1 (Rs. 18,000-56,900)

Whether selection post or non-selection post. (5)	Age limit for direct recruitment (6)	Educational and other qualifications required for Direct Recruitment (7)
Not Applicable	Between 18 - 27 years. (Relaxable upto 35 years for direct appointment for Govt. servant and also relaxable in the case of SC/ST/OBC as per Rules.)	<p><i>Essential:</i></p> <ul style="list-style-type: none"> (i) Higher Secondary School Certificate or equivalent with science subject. (ii) Physical Std: Height-165 cms, Chest-81cms (min), with an Expansion 5cms, Weight -50kg (min), Medically fit without organic & Chronic diseases. Should able to run with load, capable of climbing, jumping etc. Preference is given to Home Guards, Ex-Serviceman, NCC certificate holders. (iii) Qualified in Civil Defence Instructor/Disaster Relief Instructor /Fire Fighting Course from any recognized Institute; or Two year experience in HG/CD/FS; or NCC 'C' Certificate qualified. <p><i>Desirable:</i></p> <ul style="list-style-type: none"> (i) Possess Heavy Vehicle driving license.

Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees (8)	Period of probation, if any (9)	Method of recruitment whether by direct or by promotion or deputation/ absorption and percentage of the post to be filled by various methods (10)
Not Applicable	Two years	By transfer on deputation, failing which by direct recruitment.

In case of recruitment by promotion or deputation or absorption, grades from which promotion or deputation or absorption to be made

(11)

By Deputation:

- (a) Officers of the Central Government or State Governments or Union Territories or Armed Forces or Central Para Military Forces or Central Police Organisations or State Police Organisations -
 - (i) Holding analogous post on regular basis in the parent cadre or department; and
- (b) possessing the following educational qualification and experience :

Essential qualifications:

- (i) Higher Secondary School Certificate or equivalent.
(ii) Two year experience in NDRF/Civil Defense/Fire Services; or NCC 'C' certificate qualified.

Desirable qualifications:

- (i) Basic and Advance course in Disaster Management.

Note-1: The period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in same or some other organization or department of the Central Government shall ordinarily not exceed seven years or as prescribed by DOPT, GOI from time to time.

Note-2: The maximum age limit for appointment by deputation shall be not exceeding 56 years as on the closing date of receipt of applications.

Note-3: The candidates shall be medically fit and having good mental, bodily health and free from any physical disability likely to interfere with the efficient performance of the duties.

Note-4: The candidates who have worked as AGNEEVEER in armed forces will be preferred.

If a D.P.C. exists, what is its composition.	Circumstances in which Union Public Service Commission is to be consulted in making recruitment.
(12)	(13)
Not Applicable.	Not Applicable.

SCHEDULE

Name of post (1)	Number of posts. (2)	Classification. (3)	Pay Level in Pay Matrix (4)
Multi Tasking Staff	Seventeen (17)	General Central Service Group 'C' Non-Gazetted, Non- Ministerial.	Level-1 (Rs. 18,000-56,900)

Whether selection post or non-selection post. (5)	Age limit for direct recruitment (6)	Educational and other qualifications required for direct recruitment (7)
Not Applicable	<p>Between 18 years and 25 years of age</p> <p>(Note: The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India (and not the closing date prescribed for these in Assam, Meghalaya, Arunachal Prades, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh, Division of J&K State, Lahual & Spiti district and Pangi Sub-Divison of Chamba district of Himachal Pradesh, Andaman & Nicobar Islands or Lakshadweep).</p> <p>In the case of recruitment made through the Employment Exchange, the crucial date for determining the age-limit shall be the last date up to which the employment Exchange is asked to submit the name.</p>	Matriculation or equivalent pass.

Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees (8)	Period of probation, if any (9)	Method of recruitment whether by direct or by promotion or deputation/ absorption and percentage of the post to be filled by various methods (10)
Not Applicable	Two years	By transfer on deputation, failing which by direct recruitment.

In case of recruitment by promotion or deputation or absorption, grades from which promotion or deputation or absorption to be made

(11)

By Deputation:

- (a) Officers of the Central Government or State Governments or Union Territories or Armed Forces or Central Para Military Forces or Central Police Organisations or State Police Organisations -
(i) Holding analogous post on regular basis in the parent cadre or department; *and*
(b) possessing the following educational qualification and experience :
Essential qualifications:
(i) Matriculation or equivalent.

Note-1: The period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in same or some other organization or department of the Central Government shall ordinarily not exceed seven years or as prescribed by DOPT, GOI from time to time.

Note-3: The maximum age limit for appointment by deputation shall be not exceeding 56 years as on the closing date of receipt of applications.

Note-4: The candidates shall be medically fit and having good mental, bodily health and free from any physical disability likely to interfere with the efficient performance of the duties.

Note-5: The candidates who have worked as AGNEEVEER in armed forces will be preferred.

If a D.P.C. exists, what is its composition.	Circumstances in which Union Public Service Commission is to be consulted in making recruitment.
(12)	(13)
Not Applicable.	Not Applicable.