

GOVERNMENT OF N.C.T. OF DELHI
REVENUE DEPARTMENT: PARLIAMENT CELL
5, SHAM NATH MARG DELHI

No. F.11/1731/DC/PC/VS/2022/ 812

Dated: 22.03.2022

To

The Dy. Secretary (Question Cell)
Delhi Legislative Secretariat,
Old Secretariat Delhi-110054

**Sub: Reply to Vidhan Sabha Starred Question No. 2 fixed for 24.03.2022 raised by
Hon'ble MLA Smt. Pramila Dhiraj Tokas.**

Sir,

Please find enclosed herewith the 100 copies of the reply in respect of above said question for further necessary action at your end.

This issues with the prior approval of Competent Authority.

Encls : As above.

Yours faithfully,



(Sharad Kumar)

Sub Divisional Magistrate-III (HQ)

SHARAD KUMAR
Sub-Divisional Magistrate (HQ)
Govt. of NCT of Delhi
5, Sham Nath Marg, Delhi-54

राष्ट्रीय राजधानी क्षेत्र, दिल्ली सरकार
कार्यालय मंडलायुक्त (राजस्व)
संसदीय शाखा,
5, शाम नाथ मार्ग, दिल्ली।

तारांकित प्रश्न संख्या : 2

राजस्व विभाग

दिनांक 24.03.2022

प्रश्नकर्ता का नाम : माननीय विधायक श्रीमति प्रमिला धीरज टोकस जी

क्या माननीय राजस्व मंत्री यह बताने की कृपा करेंगे कि :

क्र.सं.	प्रश्न	उत्तर
क)	आर.के. पुरम विधानसभा क्षेत्र में सिविल डिफेंस वॉलंटियर्स के लिए प्राप्त आवेदनों का विवरण;	नागरिक सुरक्षा कार्यालय, नई दिल्ली जिला के ऑनलाइन रिकॉर्ड के अनुसार, उप मण्डल वसंत विहार में कुल 8788 आवेदन प्राप्त हुए।
ख)	इन आवेदनों की वर्तमान स्थिति बताएं; और	जिला नागरिक सुरक्षा कार्यालय, नई दिल्ली जिला के ऑनलाइन रिकॉर्ड के अनुसार, उप मण्डल वसंत विहार में कुल 8788 प्राप्त हुए आवेदनों की वर्तमान स्थिति निम्न प्रकार है: कुल प्राप्त आवेदन : 8788 स्वीकृत आवेदनों की संख्या : 5439 अस्वीकृत आवेदनों की संख्या : 3225 लंबित आवेदनों की संख्या : 122 भारमुक्त (Discharge) सदस्यों की संख्या : 02
ग)	इन वॉलंटियर्स को प्रशिक्षण तथा ड्यूटी-आवंटन कब तक हो जाएगा, इसका विवरण?	नागरिक सुरक्षा स्वयंसेवक का प्रशिक्षण, नागरिक सुरक्षा निदेशालय द्वारा जारी आदेश पत्र संख्या TA.34(378)/CD/BTC-2019/7410-7450 दिनांक 04.03.2022 के अनुसार एवं बुलावा पत्र ड्यूटी, नागरिक सुरक्षा निदेशालय द्वारा जारी स्थायी आदेश पत्र संख्या 06/2015 में लिखित प्रावधानों के अनुसार लगाई जाती है (प्रतिलिपि संलग्न)।

इसकी स्वीकृति सक्षम प्राधिकारी से प्राप्त कर ली गई है।



(शरद कुमार)

उपमण्डलीय दण्डाधिकारी-3 (मु०)

SHARAD KUMAR
Sub-Divisional Magistrate (HQ)
Govt. of NCT of Delhi
5, Sham Nath Marg, Delhi-54

(16)

GOVT. OF N.C.T. OF DELHI
OFFICE OF THE DIVISIONAL COMMISSIONER
REVENUE DEPARTMENT
5, SHAM NATH MARG, DELHI-110054

F.No.TA.35(77)/CD/2011/ 5702-15

Dated: 18/12/2015
CDSO No. 61.2015

ORDER

SUB:- STANDING ORDER ON CALL OUT OF CIVIL DEFENCE VOLUNTEERS:-

1. Civil Defence Corps are meant to carry out Civil Defence or Disaster Management activities. The Divisional Commissioner, Govt. of N.C.T. of Delhi shall be the Competent Authority to call out a member of the corps for training or for discharging functions relating to Civil Defence and Disaster Management. Any Call Out duties for a period more than 2 weeks will have to follow under mentioned norms:-

2. CALL OUT DUTY:-

- 2.1. The application forms of volunteers desirous to be deployed on CALL OUT DUTIES will be scrutinized by the Divisional Wardens concerned. He shall give his recommendations on each of applicants for deployment to the Deployment Selection Committee (District Level).
- 2.2. For the purpose of deployment of C. D. Corps/ Vols. the Deployment Selection Committee (District Level) will be as under:-

S. No.	Authority	Status
1	Addl. Controller (CD)/ ADM	Chairman
2	Deputy Controller/Sub Divisional Magistrate of respective Sub-Division	Member
3	Assistant Controller/Executive Magistrate of respective Sub Division	Convener
4	Senior most Warden available among Sr. Chief Warden/Chief Warden/ Addl. C.W. / Dy. C. W. of Concerned District	Member
5	Instructor (Civil Defence) of Concerned District	Member

- 2.3. In selection of candidates for various duties, experience, performance and seniority in the Civil Defence Organization is to be considered.
- 2.4. The Deployment Selection Committee shall recommend the name to the Controller (CD)/Divisional Commissioner. The Divisional Commissioner, Delhi will approve a member for Call Out Duty and his decision will final.
- 2.5. The Controller (CD) may call out a member for duty if Call Out Duty period is not going to exceed 15 days. Details of such called out members will however be sent to the Divisional Commissioner, Delhi / Civil Defence (HQ) for information and record.

KUNAL, IAS
District Magistrate
D/o District Magistrate (East)

upload please
23/12/15

- 2.6 Adequate publicity will be given through Notice Board of District Offices and Website of Districts and Divisional Commissioner office to civil defence volunteers aspiring for Call Out Duty so that the process of deployment is transparent.
- 2.7 Misuse of manpower shall not be allowed and canons of efficiency, effectiveness and financial propriety shall be duly kept in view while calling out a member for duty.
- 3 Civil Defence Volunteer/Corps, could be transferred/replaced/discharged with the prior approval of Controller Civil Defence or Divisional Commissioner, Delhi, as the case may be. However, a Civil Defence member should not be allowed to serve on the same place for a period of more than 01 year for the sake of healthy environment & transparency. Efforts should be made to replace old civil defence volunteers on the Call Out Duty by newly selected ones to give opportunity to different members and to maintain a healthy environment.
- 4 The requisitioning/User Departments will have no authority to use pick and choose method for deployment of Civil Defence Volunteer/Corps. However, unsuitable Civil Defence volunteer can be surrendered for sending a fresh volunteer.
- 5 The User Department shall settle the liability towards Civil Defence (HQ) by passing a final bill and not as advance. The User Department shall release the requisite Duty Allowance to the Civil Defence (HQ) within 2 weeks of the completion of a calendar month or duty, whichever is earlier, on the basis of attendance of the Civil Defence volunteer(s) concerned. It shall credit the amount in the prescribed bank account of Civil Defence (HQ) through a status report in this regard to Civil Defence (HQ) containing attendance and amount released for each volunteer, alongwith total amount released / credited. Civil Defence (HQ) shall provide necessary bank account details to the User Department at the time of deploying civil defence volunteer(s). Jr. Staff Officer (JSO), Civil Defence (HQ) shall then arrange to credit the amount to the bank account of the civil defence volunteers concerned through ECS at the earliest but not later than 7 days from the date of crediting the amount in bank of Civil Defence (HQ) by the User Department.
- 6 All the CD volunteers deployed on Call Out Duty shall mandatorily attend training/drill, as and when directed, to keep themselves updated with Civil Defence duties/roles.
- 7 Efforts should be made to put in a place a software based transparent system for deployment of CD volunteers on Call Out Duties within/outside Revenue Department.

3
11/3/11
(Ashwani Kumar)

Secretary (Revenue) &
Divisional Commissioner

Copy for information and necessary action to:

1. All District Magistrates, Revenue Department, GNCTD
2. District Magistrate in-charge of Civil Defence (HQ), Revenue Department, GNCTD
3. Addl. Secretary (Rev.) / ADM (HQ), Revenue Department, GNCTD
4. J.S.O. (Civil Defence), GNCTD



DIRECTORATE OF CIVIL DEFENCE

GOVT. OF N.C.T. OF DELHI



F.No.TA.34(378)/CD/BTC-2019/7410 — 7450

Dated: 04/03/2022

OFFICE ORDER No. 418

SCHEDULE FOR BASIC TRAINING 2022

Director Civil Defence/Divisional Commissioner is please to approved the conduct of Civil Defence Regular Basic Training for Five Days for the year 2022 in the 11 Civil Defence District at the concerned Regional Training Centre.

The schedule of Basic Training Course is as under:-

S.No	Name of District	Tentative Location of District Training Centres	Duration/ Period of Five days (Monday to Friday) B.T.C.
1.	South	Baraat Ghar, Village Nebs Sarai, Delhi - 68	1 st Batch- 07.03.2022 to 11.03.2022 2 nd Batch- 21.03.2022 to 25.03.2022
2.	South West	Dada Dev Mandir, Raj Nagar Extn-II, Palam, New Delhi-75.	3 rd Batch- 04.04.2022 to 08.04.2022 4 th Batch- 18.04.2022 to 22.04.2022
3.	South East	Kautilya Sarvodaya Bal Vidyalaya, Chirag Enclave, Near Nehru Place, New Delhi - 19	5 th Batch- 25.04.2022 to 29.04.2022 6 th Batch- 09.05.2022 to 13.05.2022
4.	North	Shahidi Smarak, Alipur, Delhi - 36	7 th Batch- 23.05.2022 to 27.05.2022 8 th Batch- 06.06.2022 to 10.06.2022
5.	North West	District Training Centre, 3 rd Floor Admin. Bararek, Pitampura Police Line, Delhi - 83	9 th Batch- 13.06.2022 to 17.06.2022 10 th Batch- 20.06.2022 to 24.06.2022
6.	North East	Govt. Sarvodaya Kanya Vidyalaya, Shastri Park, Delhi - 53	11 th Batch- 04.07.2022 to 08.07.2022 12 th Batch- 22.08.2022 to 26.08.2022
7.	Central	CD Office Kamla Market, New Delhi-02.	13 th Batch- 05.09.2022 to 09.09.2022 14 th Batch- 12.09.2022 to 16.09.2022
8.	West	Directorate General Home Guards, CTI Complex, Raja Garden, New Delhi-110027.	15 th Batch- 19.09.2022 to 23.09.2022 16 th Batch- 26.09.2022 to 30.09.2022
9.	New Delhi	Directorate General Home Guards, CTI Complex, Raja Garden, New Delhi-110027.	17 th Batch- 12.12.2022 to 16.12.2022 18 th Batch- 19.12.2022 to 23.12.2022
10.	East	Badminton Court and B-Block, L.M. Bund, Shastri Nagar, Delhi - 31	19 th Batch- 26.12.2022 to 30.12.2022
11.	Shahadra	Nagar Nigam Pratibha Vidyalaya, Mandoli Chungi, Near Maa Chamunda-Mandir, Delhi - 93	

Note:- In case any Govt. Holidays is declared/falls during the above mentioned dates then the training shall be completed on forthcoming Saturday/Sunday with in the same week.

The following points shall be observed for conduct of the Basic Training:-

1. Minimum 10 CDVs and maximum intake of 500 CDVs is allowed per batch of basic training to commence. The number of Civil Defence Volunteers to be called for basic training to be decided by IO/CC/Sr.Inst./ICD concerned on the availability of training space.
2. All efforts should be made to utilize the available seats during basic training for optimum utilization of resources.
3. In case the number of training seats are not fully utilized at one district training centre the trainees may be inducted from other districts through call-out issued by the concerned district IO/CC/SI/ICD.

1, Kripa Narayan Marg, Civil Lines, Delhi - 110054
Tel: 011-23937202. E-mail: civildefencehq.delhi@gov.in



DIRECTORATE OF CIVIL DEFENCE

GOVT. OF N.C.T. OF DELHI



4. The Part Time Instructors shall be called out for the training as per the following ratio for every 100 trainees:-

a. Up to 35 Trainees	-	01 PTI
b. 36 Trainees to 60 Trainees	-	02 PTI
c. 61 Trainees to 85 Trainees	-	03 PTI
d. 86 Trainees to 100 Trainees	--	04 PTI
5. The nomination/selection of the Civil Defence Vols. to the Basic Training courses shall be made on the basis of following criteria:-
 - A. 1. Seniority as per date of enrollment.
2. Operational/Administrative requirements as decided by Civil Defence Authorities.
 - B. No basic training will be considered for members of the Civil Defence Corps who :
 - (i) Do not have Form 'C'.
 - (ii) Do not have valid documents such as Aadhar Card, Bank accounts, PAN Card etc.
 - (iii) Physically or mentally unfit.
6. The training shall be conducted for 5 working days between Monday to Friday. No kind of leave is permitted during this period. All five days' attendance is compulsory to claim the training certificate and the training allowance.
7. The timing for the training shall be as follows:-
 - a) During summers: - 08:00 AM to 01:00 PM (From 01st April to 31st October)
 - b) During winters: - 09:00 AM to 02:00 PM (From 01st November to 31st March)

However, the concerned IO/CC/Sr. Inst/ICD may change the time as per availability of the training location.
8. The guest faculties may be invited for specialized lecture with prior approval of the Headquarters only.
9. More emphasis should be given on practical training and exercise to develop leadership and team work.
10. The training programme enclosed at Appendix-I shall be followed in the basic training.
11. The allowances as applicable shall be paid to all concerned.
12. The final bills of the basic training shall be submitted at Headquarter within seven days of the close of training alongwith the bank details of trainees & PTIs separately for ECS payment.
13. The training certificate shall be issued on the last day of the training to all eligible trainees by concerned IO/CC/Sr. Inst/ICD. A copy of such certificate shall also be placed in his/her personal file for record.
14. The requirements for the basic Training Certificates shall be sent to JSO(CD) by concerned IO/CC/Sr. Inst/ICD on monthly basis with consumption record of stock of certificates.
15. A computerized record of the trainees and training shall be maintained and updated at District Civil Defence Office of concerned district.



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16. Observance of Covid Appropriate Behaviour:-

- (i) All concerned to take all necessary steps to contain the spread of COVID-19 pandemic and follow the guidelines and SOPs issued by Govt. of NCT of Delhi from time to time.
- (ii) The Nodal Officer for the basic training of members of Civil Defence Corps shall be the senior most among IO/CC/Sr. Instr./ICD for his/her district. The district level committee to ensure implementation of COVID-19 related guidelines during conduct of basic training, issued from time to time, shall comprise the following:

Chairperson : Senior most among Senior Chief Warden/Chief Warden/Additional Chief Warden (M & W) available and others will be members.
Other Members : All Deputy Chief Wardens (Zonal & HQ)
- (iii) Each Deputy Chief Warden (Zone) shall be responsible for the discipline, precautions related to COVID - 19, contact tracing, testing, quarantine and other medical facilities etc. for all the members of Civil Defence Corps coming for basic training from his/her respective zone through involvement of Divisional Wardens/Deputy Divisional Wardens and other government authorities. Remaining members of the committee shall ensure that the training centres/places are sanitized everyday and all sanitization and other facilities are available for the training.
- (iv) All concerned IO/CC/Sr. Instr./ICD to send their requirement of Covid related items such as Hand Sanitizers, masks, soap, gloves, room sanitizers, PPE kits etc. on monthly basis to JSO(CD) at headquarter for timely procurement.

Rahul Sudan

(RAHUL SUDAN)
SENIOR STAFF OFFICER
CIVIL DEFENCE CORPS : DELHI
Dated:- 04/03/2022

F.No.TA.34(378)/CD/BTC-2019/7410 — 7450

Copy for information to:-

1. PA to Director Civil Defence/ Divisional Commissioner, Delhi.
2. PA to DC-IV (HQ).
3. PA to All Controllers (Civil Defence) Districts/ DMs.
4. PA to Commandant (CTI), Directorate General of Home Guards, CTI Complex, Raja Garden with request to provide the training classrooms & other facilities for the said training for west and New Delhi Districts.
5. Accounts officer (Civil Defence)/DDO (Civil Defence).
6. JSO (CTI), Directorate General of Home Guards, CTI Complex, Raja Garden for necessary actions please.
7. JSO (CD)/ Incharge TA branch/ I/c billing..
8. All IOs/CC/Sr.Inst./IsCD of all districts for necessary actions.
9. All Sr. Chief Wardens/Chief Wardens/Addl.Chief Wardens (M & W)/Dy.Chief Wardens of all districts to convey the contents of this order to all concerned.
10. Office order file.

Rahul Sudan

(RAHUL SUDAN)
SENIOR STAFF OFFICER
CIVIL DEFENCE CORPS: DELHI