

DIRECTORATE GENERAL OF HOME GUARDS
Government of National Capital Territory of Delhi

F.No.51 (1)/HG/CTI/Trg/19/NCDC/2014/

Dated:

CIRCULAR

Please find enclosed herewith the list of course to be conducted at National Civil defence college, Nagpur during the year 2018. All eligible and interested volunteers/Paid staff may forward their application through proper channel to CTI Branch apx. 60 day prior to commencement of course (IMMEDIATELY FOR COURSE IN JANUARY 2018) with full Bio-Data.


(D.S. RAWAT)
COMMANDANT (CTI)

F.No.51 (1)/HG/CTI/Trg/19/NCDC/2014/ 7550 - 85

Dated: 12/12/17

Copy to:

1. PA to DGHG for information please.
2. PA to CHG/H.O.O.
3. PA to C. (CTI)
4. JSO (HG)/JSO (CTI)/AAO/OS.
5. All Branch Incharges.
6. All HG Distt. Offices and directed to display NCDC Training Calendar 2018.
7. Notice Board.
8. Office order file.


(D.S. RAWAT)
COMMANDANT (CTI)

Government of India
Ministry of Home Affairs
NATIONAL CIVIL DEFENCE COLLEGE
(Rashtriya Nagarik Suraksha Mahavidhyalaya)
NAGPUR - 440 001

Delhi Home Guards

TRAINING PROGRAMME-2018

Sr. No.	Name of Course	Duration	Scheduled Date	Seat Allotted
1	269 Civil Defence & Disaster Management	2 weeks	01.01.2018 to 12.01.2018	01
2	10 TOT in Disaster Psycho-Social Intervention	1 week	15.01.2018 to 19.01.2018	01
3	24 Earthquake Disaster Preparedness & Management	2 weeks	22.01.2018 to 02.02.2018	01
4	164 Civil Defence Instructors	5 weeks	05.02.2018 to 09.03.2018	01
5	04 Management of Deceased	3 days	19.02.2018 to 21.02.2018	01
6	36 Communication for CD Trainers	3 weeks	12.03.2018 to 28.03.2018	01
7	14 Incident Command Management System	1 week	19.03.2018 to 23.03.2018	01
8	15 Biological Incident First Responders	1 week	02.04.2018 to 06.04.2018	01
9	12 Emergency Operations Centre Management	1 week	09.04.2018 to 13.04.2018	01
10	15 TOT on Civil Defence	2 weeks	16.04.2018 to 27.04.2018	01
11	04 Management of Media during Emergencies	3 days	18.04.2018 to 20.04.2018	01

SUMMER BREAK : 28.04.2018 To 27.05.2018

12	11 Disaster Management for IMS students, Indore	3 weeks	28.05.2018 to 15.06.2018	00
13	07 Advance Life Support	8 Days	30.05.2018 to 08.06.2018	01
14	61 Unexploded Bombs and Explosive Safety	2 weeks	11.06.2018 to 22.06.2018	01
15	17 TOT on Radiological & Nuclear Emergencies	2 weeks	25.06.2018 to 06.07.2018	01
16	62 Flood/Cyclone Disaster Responders	5 weeks	09.07.2018 to 10.08.2018	01
17	05 Emergency Trauma Management for Medical Officers	1 week	16.07.2018 to 20.07.2018	00
18	23 Chemical Disaster First Responders	3 weeks	13.08.2018 to 31.08.2018	01
19	108 Industrial Disaster Management.	2 weeks	27.08.2018 to 07.09.2018	00
20	13 Emergency Response to Rail Transport Accidents	2 weeks	10.09.2018 to 20.09.2018	00
21	25 Basic Life Support (BLS)	2 weeks	24.09.2018 to 05.10.2018	01
22	12 Collapsed Structure Search and Location	1 week	08.10.2018 to 12.10.2018	01
23	60 Advance Search & Rescue	3 weeks	15.10.2018 to 02.11.2018	01
24	09 Community Disaster Preparedness for CD Wardens	1 week	22.10.2018 to 26.10.2018	00
25	Training Conference on "TRAININDIA - 2018"	2 days	14-15 November, 2018	01
26	50 Auxiliary Fire Fighting	6 weeks	19.11.2018 to 28.12.2018	01
27	270 Disaster Management for Senior Executives from Govt. & Industries	1 week	26.11.2018 to 30.11.2018	00
28	15 Advance HAZMAT Life Support for Medical Officers	1 week	03.12.2018 to 07.12.2018	00
29	02 Vertical Rope Rescue	1 week	10.12.2018 to 14.12.2018	01
Total				22

Also visit: www.cddrm-ncdc.org

Name of Course	Eligibility Criteria	Age Limit
Civil Defence & Disaster Management	<ul style="list-style-type: none"> Only Officers of State/Central Government, Dy. Controllers of civil defence, district commandants of home guards, SDO/Revenue executives of the state, executive officers from Municipal corporations/cantonments, Dy. Commandants of paramilitary forces, controlling executives of NGO's and railway safety officers. Preferably graduates in any discipline. 	No Age limit
TOT in Disaster Psycho-Social Intervention	<ul style="list-style-type: none"> Civil Defence trainers (ADC & Dy. Controllers) home guard coy commanders, paramilitary officers (JCO's and above) and social workers. Preferably should be 12th pass. 	No Age limit
Earthquake Disaster Preparedness & Management	<ul style="list-style-type: none"> CD officer trainers, Dist. Commandants of home guards, officers of armed forces. CAPF's Asstt. Commandant and above, revenue officials of district administration and executive members of NGO's. Preferably graduates in any discipline. 	No Age limit
Civil Defence Instructors	<ul style="list-style-type: none"> CD Instructors (paid/part time). Platoon Commanders and above from home guards. Havaladar's and above from CAPF's, Havaladar's/JCO's from NCC, members of voluntary NGO's and teachers from School/Colleges. Preferably should be 10th pass. 	Preferably below 45 years
Management of Deceased	<ul style="list-style-type: none"> Officers and volunteers of Civil Defence, home guards, paramilitary forces, public health institutions, NGO's and hospital. Preferably should be 12th pass. 	No Age limit
Communication for CD Trainers	<ul style="list-style-type: none"> Civil defence/home guard instructors, Indian railways and member of public/private sector undertakings responsible for communication planning during disasters. Civil defence and home guard members must have qualified the CDI Course at NCDC. Preferably should be 12th pass with science subjects. 	No Age limit
Incident Command Management System	<ul style="list-style-type: none"> CD officers (ADC & above) home guard commandants, Dy. Collectors, officers from military/paramilitary forces. Div. railway officers and security officers from industries. Preferably graduates in any discipline. 	No Age limit
Biological Incident First Responders	<ul style="list-style-type: none"> Civil defence & home guard officers, industrial security personnel, CAPF officer, disaster managers and volunteer officers from NGO's preferably should be 12th pass with science subjects. Preferably should be 12th pass with science subjects. 	No Age limit
Emergency Operations Centre Management	<ul style="list-style-type: none"> District officers designated to work in EOC's & officers from Civil Defence, police & paramilitary forces. Assistant Dy. Controllers of Civil Defence. Assistant Commandants of paramilitary forces. District Commandant Home Guards and Civil Defence officers of railways can also participate. Preferably graduates in any discipline. 	No Age limit
TOT on Civil Defence	<ul style="list-style-type: none"> CD trainers, home guard platoon commanders, paramilitary organizations (Havaladar and above), fireman of the state/municipal fire services, industrial fire safety personnel and personnel of the armed forces who had completed CDI Course at NCDC. Preferably should be 12th pass. 	No Age limit
Advance Life Support	<ul style="list-style-type: none"> Personnel from CD/Fire service/home guards/central paramilitary forces/police/health safety workers from industries in public/private sector, school teachers and volunteers from NGO's who have successfully completed BLS Course at NCDC. Preferably should be 12th pass. 	No Age limit
Unexploded Bombs and Explosive Safety	<ul style="list-style-type: none"> Civil Defence & home guards trainers, personnel of the paramilitary forces, security personnel of industries and other vital installations. Civil defence and home guard members must have qualified the CDI Course at NCDC. Preferably should be 12th pass with science subjects. 	No Age limit
TOT on Radiological & Nuclear Emergencies	<ul style="list-style-type: none"> Civil defence & home guard trainers of different states engaged in training against nuclear disasters, members of paramilitary forces and others. Preferably passed 12th standard with science subjects and have working knowledge of English. 	No Age limit

14	Flood/Cyclone Disaster Responders	<ul style="list-style-type: none"> Personnel from civil defence, home guards, police, central paramilitary forces, health safety workers from industries in public and private sector, school teachers and volunteers and NGO's. Preferably should be 12th pass. 	Preferably below 45 years
15	Emergency Trauma Management for Medical Officers	<ul style="list-style-type: none"> Medical officers of CD casualty service, armed forces medical services, CAPF medical services, railway medical service, public sector industries, government/private hospitals and medical & health departments of states. 	No Age limit
16	Chemical Disaster First Responders	<ul style="list-style-type: none"> Civil defence & home guard officers, industrial security personnel, CAPF officer, disaster managers and volunteer officers from NGO's Preferably should be 12th pass with science subjects. 	Preferably below 45 years
17	Industrial Disaster Management.	<ul style="list-style-type: none"> Executives from industries at dy. Managers levels. Security officers and CD officers coordinating the CD preparedness in industries. Defence service officers of Lt. col./col equivalent in other services can also participate. Civil defence volunteers running own industry or working as executive can also participate. Divisional railway officers can take part. Preferably graduates in any discipline. 	No Age limit
18	Emergency Response to Rail Transport Accidents	<ul style="list-style-type: none"> Railway personnel, CD trainers and volunteers, paramilitary forces and NGO's. preference will be given to railway ART/ARMV staff/railway civil defence volunteers. Preferably should be 12th pass. 	Preferably below 45 years
19	Basic Life Support (BLS)	<ul style="list-style-type: none"> Personnel from Civil Defence, Fire Services, Home guards, Indian railway police, central paramilitary forces, health safety workers from industries in public and private sector, school teachers and volunteer's from NGO's. Preferably should be 12th pass. 	Preferably below 45 years
20	Collapsed Structure Search and Location	<ul style="list-style-type: none"> Personnel from civil defence, home guards, police, central paramilitary forces and NGO's designated to perform search and rescue missions. Preferably should be 12th pass. 	No Age limit
21	Advance Search & Rescue	<ul style="list-style-type: none"> CD trainers, home guard platoon commanders and above, paramilitary organizations (Havaldar and above), JCO's from armed forces and security personnel from Industries, civil defence and home guard members must have qualified the CDI Course at NCDC. Preferably should be 12th pass. 	Preferably below 45 years
22	Community Disaster Preparedness for CD Wardens	<ul style="list-style-type: none"> Civil Defence wardens (Div. Wardens and above) and community leaders of NGO's can participate in this program. Preferably should be 10th pass. 	No Age limit
23	Auxiliary Fire Fighting	<ul style="list-style-type: none"> CD Trainers. Platoon Commanders, from home guards, paramilitary organizations (Havaldar's and above) Firemen of the State/Municipal Fire Services, Industrial fire safety personnel and personnel of the Armed Forces. Preferably should be 12th pass. 	Preferably below 45 years
24	Disaster Management for Senior Executives from Govt. & Industries	<ul style="list-style-type: none"> Sr. executives of the government (Dy. Collector and above), sr. managers of industries, officer's of defence services in the rank of col. and above and executive heads of NGO's. Senior officers of railways and other government organizations can also participate. Preferably graduates in any discipline. 	No Age limit
25	Advance HAZMAT Life Support for Medical Officers	<ul style="list-style-type: none"> Medical officers of CD casualty service, armed forces medical services, CAPF medical services, railway medical service, public sector industries, government/private hospitals and medical & health departments of states. 	No Age limit
26	Management of Media during Emergencies	<ul style="list-style-type: none"> Gazette officers(for equivalent in industries/NGO's/Hospitals) of Civil Defence, Home Guards, paramilitary forces, public health institutions, non-governmental organizations and hospitals. Preferably graduates in any discipline. 	No Age limit
27	Vertical Rope Rescue	<ul style="list-style-type: none"> CD Trainers. Platoon Commanders, from home guards, paramilitary organizations (Havaldar's and above) Firemen of the State/Municipal Fire Services, Industrial fire safety personnel and personnel of the Armed Forces. Preferably should be 12th pass. 	Preferably below 45 years

प्रशिक्षण कार्यारंभ अनुदेश. 2018 / JOINING INSTRUCTIONS FOR TRAINING - 2018

नामित प्राधिकारियों से अनुरोध है कि 'प्रशिक्षण कार्यारंभ अनुदेश' की एक प्रती पाठ्यक्रम हेतु मनोनित सभी प्रशिक्षणार्थियों को अग्रेषित करें।

THE NOMINATING AUTHORITIES ARE REQUESTED TO FORWARD ONE COPY OF 'JOINING INSTRUCTIONS FOR TRAINING' TO ALL THOSE NOMINATED ON THE RESPECTIVE COURSES.

स्थान/LOCATION : राष्ट्रीय नागरिक सुरक्षा महाविद्यालय, नागपुर मुख्य रेलवे स्टेशन से 1.5 कि.मी. तथा डॉ. बाबासाहेब आंबेडकर राष्ट्रीय विमानपत्तन से 8.5 कि.मी. की दुरी पर है। महाविद्यालयीन प्रशासनिक कॉम्प्लेक्स एवं छात्रावास, टेम्पल रोड, हिस्टॉप महाविद्यालय के पश्चिम में लेबर कोर्ट के सामने, सिविल लाईन्स, नागपुर में स्थित है।

The National Civil Defence College campus lies 1.5 kms from the Main Railway Station and 8.5 kms from the Dr. Babasaheb Ambedkar International Airport. The Administrative complex & Hostel of the college are located in Civil Lines, west of Histop College and opposite of Labour Court on Temple road.

आगमन/ARRIVAL : प्रशिक्षणार्थी अधिकारियों को पाठ्यक्रम प्रारंभ के एक दिन पहले आगमन करना तथा होस्टल वार्डन को रिपोर्ट करना अनिवार्य है। जो प्रशिक्षणार्थी अधिकारी विलंब से रिपोर्ट करेंगे उन्हें पाठ्यक्रम हेतु स्विकृति प्रदान नहीं की जायेगी तथा उन्हें उनके संबंधित संगठन में वापस भेज दिया जाएगा।

The trainee officers must arrive a day prior to the commencement of the course and report to the Hostel warden. Those reporting late shall not be accepted and sent back to their respective organizations.

आवास/ACCOMMODATION : महाविद्यालयीन छात्रावास में सामान्य स्तर के आवास उपलब्ध है। प्रशिक्षणार्थी अधिकारियों के आगमन पर होस्टल वार्डन द्वारा उन्हें आवास का आवंटन किया जाएगा। उद्योग/सरकारी उपक्रम से आने वाले अधिकारियों को यदि स्वयं के विभाग से सहमति हो तो वे स्थानीय होटल में ठहर सकते हैं। प्रशिक्षणार्थी अधिकारियों को एक पलंग, गद्दा, लिनेन आदि मुहैया किया जाता है। पाठ्यक्रम के समाप्ति पर प्रशिक्षणार्थी अधिकारियों से निम्नदर्शाए अनुसार कमरा किराया और अन्य शुल्क की वसूली की जायेगी।

Moderate level of accommodation is available in the College Hostel. On arrival the Hostel Warden will allot the accommodation to the trainee officers. Officers coming from Industries/ Govt. undertakings can stay in local Hotels if they wish and have the permission from their own Department. The trainee officers are provided a cot, mattress, linen etc. The following room rent and other charges will be collected from the trainee officers on completion of the course.

- (क) एकल कब्जा रु.7/- प्रति दिन तथा दोहरा कब्जा रु. 3.50 प्रति दिन।
(a) Rs. 7.00 per day for single occupancy and Rs. 3.50 per day for double occupancy.
(ख) पोर्टफोलिओ, लिनेन, खेलकुद, मनोरंजन सुविधाएं आदि का सम्मिलित अन्य शुल्क।
(b) Other charges include portfolio, linen, sports, recreation facilities etc.

अनु.क. Sl No	प्रशिक्षणार्थी अधिकारी द्वारा भुगतान किए जानेवाला अन्य शुल्क Other charges to be paid by Trainee Officers	शुल्क (रु. में) Charges in Rs.
1	एक सप्ताह की अवधि के पाठ्यक्रम/Courses up to One week duration	450/-
2	दो सप्ताह अवधि के पाठ्यक्रम / Courses for Two week duration	650/-
3	तीन सप्ताह अवधि के पाठ्यक्रम / Courses for Three week duration	750/-
4	पांच सप्ताह अवधि के पाठ्यक्रम / Courses for Five week duration	800/-
5	छह सप्ताह अवधि के पाठ्यक्रम / Courses for Six week duration	900/-
6	निजी व्यवस्था पर बाहर ठहरे हुए सहभागी / Participants staying at their own arrangement outside.	350/-

खेलकुद एवं मनोरंजन/SPORTS AND RECREATION : महाविद्यालयीन परिसर में टेबल टेनिस, कैरम, शतरंज, वॉली बाल और बैडमिंटन जैसे खेलकुद सुविधाएं उपलब्ध की गई हैं।

Sports facilities like, Table Tennis, Carom, Chess, Volley Ball and Badminton are made available in College Campus.

सूचना/NOTE : यहां परिवार-आवास नहीं होने से पाठ्यक्रम हेतु उपस्थित अधिकारियों को अपने २ प्र परिवार लाने की अनुमति नहीं है। निदेशक, राष्ट्रीय नागरिक सुरक्षा महाविद्यालय को पूर्व-सूचना के तहत, विशिष्ट मामलों में वर्तमान आवास-सुविधाएं प्रशिक्षणार्थियों को रहने योग्य पसन्द है तो उन्हें परिवार साथ लाने की अनुमति दी जा सकती है।

Officers attending courses are not permitted to bring their FAMILIES with them, as we do not have family accommodation. In exceptional cases the Director on prior intimation may grant permission provided they prefer to stay in the existing facilities.

भोजन/DINING: इस महाविद्यालय में भोजन की सुविधा अनुबंध आधार पर चलाई जाती है और महाविद्यालयीन छात्रावास में रहने वाले सभी प्रशिक्षणार्थी अधिकारियों को महाविद्यालयीन भोजन-कक्ष में भोजन करना अनिवार्य होगा। वर्तमान में भोजन मुहैया कराने का प्रबंध शुल्क निम्नप्रकार से होगा:

The College Dining facilities is being run on contract basis and dining in the College trainee officer's mess is compulsory for Hostel occupants. The present catering charges for meals provided are :

- वरिष्ठ स्तर के अधिकारी एवं प्रबंधन पाठ्यक्रम के लिए : रु. 235/- प्रति दिन/ per day
For senior level officers and management courses
- संस्थापन एवं कुशल आधार पाठ्यक्रम : रु. 195/- प्रति दिन/ per day
For foundation and skilled based courses

(यदि महंगाई या नई संविदा के तहत भोजन प्रबंध होता है तो भोजन प्रबंध के दरों में बदलाव की संभावना होगी) (The rates for catering are liable to change in case of inflation and fresh contract undertaken)

शारिरिक प्रशिक्षण/PHYSICAL TRAINING: संस्थापन एवं कुशल आधार पाठ्यक्रम कर रहे प्रशिक्षणार्थी अधिकारियों को प्रत्येक कार्य दिवस को सुबह शारिरिक प्रशिक्षण (P.T.) के लिए उपस्थित रहना अनिवार्य है। नामित व्यक्ति को शारिरिक प्रशिक्षण की वर्दी में रहना अनिवार्य होगा जैसे आधा आस्तिन वाला श्वेत कमीज, श्वेत शर्ट्स, श्वेत नायलान मोजे और कैवन्स जूते।

The trainee officers undergoing foundation and skilled based Courses are required to attend Physical Training (P.T) in the morning of each working day. The nominees must be in possession of P.T. uniform i.e. white half sleeve shirt, white shorts, white nylon socks and white canvas shoes.

स्वस्थता योग्यता/MEDICAL FITNESS: नामांकित प्राधिकारी यह सुनिश्चित करें कि राष्ट्रीय नागरिक सुरक्षा महाविद्यालय, नागपुर में पाठ्यक्रम हेतु नामित किए गये उम्मीदवार चिकित्सीय रूप से स्वस्थ है। सभी उम्मीदवारों ने पंजिबद्ध चिकित्सक द्वारा जारी किए गए स्वस्थता प्रमाणपत्र लाना आवश्यक है। राष्ट्रीय नागरिक सुरक्षा महाविद्यालय, नागपुर में चलाए जा रहे पाठ्यक्रम हेतु चिकित्सा अयोग्य उम्मीदवारों को प्रतिनियुक्त करने पर उनका विभाग उत्तरदायी रहेगा।

The nominating authority must ensure that only medically fit candidates will be accepted for various courses at National Civil Defence College. All candidates must carry a "Medical Fitness Certificate" from a Registered Medical practitioner. Departments will be held responsible for any medically unfit candidate deputed for any course at National Civil Defence College.

प्रस्थान/DEPARTURE: इस महाविद्यालय में प्रशिक्षण पाठ्यक्रम हेतु प्रतिनियुक्त प्रशिक्षणार्थी अधिकारी, पाठ्यक्रम समाप्ति के पश्चात प्रस्थान से पहले सभी आवश्यक बकाया समय पर भुगतान करें, इसलिए उनके पास पर्याप्त फंड होना चाहिए। पाठ्यक्रम के आखिरी दिन 1700 बजे प्रशिक्षणार्थी अधिकारियों को मुक्त किया जायेगा, तद्नुसार वापसी यात्रा की योजना बनाए।

The trainee officers deputed for training courses at this college will be required to clear all their dues, well in time, prior to their departure on termination of the course. Hence, they should be in possession of adequate funds. The trainee officers will be relieved on the last day of the course after 1700 hrs only, accordingly return journey be planned..

(शंका या स्पष्टिकरण के लिए कृपया दुस्वनी क्र.(0712)2562611, 2561772 पर संपर्क करें)
(For any queries or clarification please contact on phone: (0712) 2562611, 2561772)