



**COMPENDIUM OF RECOMMENDATIONS
OF
THE STANDING FIRE ADVISORY
COMMITTEE/COUNCIL**

RECOMMENDATIONS
(Updated up to the 32nd Meeting)



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MINISTRY OF HOME AFFAIRS, GOVERNMENT OF INDIA
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**GOVERNMENT OF INDIA
MINISTRY OF HOME AFFAIRS**

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OF**

**THE STANDING FIRE ADVISORY
COMMITTEE/COUNCIL
(Updated upto the 32nd Meeting)**

RECOMMENDATIONS



**Director General, Civil Defence
Fire Services
Government of India
Ministry of Home Affairs
East Block-VII, Level-7,
R.K. Puram, New Delhi-110 066**

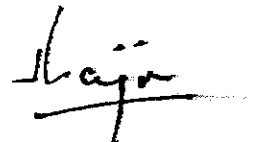
PREFACE

The Compendium of Recommendations of the Standing Fire Advisory Committee/Council was last published in 2004. It needed an updating and reprinting. This has been done in the present Compendium which is now in your hands.

It is a useful document consisting of guidelines which, if followed, may change the shape of fire services in the Country for the better and may also bring the fire services at par with the international norms. As a part of disaster management, strengthening and modernizing of the Fire Services in the country are vital for the capacity building.

I appreciate the efforts of Sh. Om Parkash, Fire Adviser, Sh. D. K. Shami, Deputy Fire Adviser and Officers of the Fire Project Cell for their valuable contribution in updating this Compendium and getting it printed.

Place : New Delhi
Date : March 2011


(Rajiv) IPS
Director General



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PREFACE

The Compendium of recommendations of the Standing Fire Advisory Committee/Council was last published in 2004. It needed updating and reprinting. That has been done and this booklet now is in your hands.

It is a useful document. If the Fire Services follow the recommendations prescribed in this Compendium, the shape of fire services would be better in the country.

I appreciate the efforts of Shri Om Parkash, Fire Adviser, Shri D.K. Shami, Deputy Fire Adviser and Shri Mukul Rawat, Co (Fire) for updating the compendium and thanks to Shri C. S. Sundhan, APO (P&C) for publishing this booklet in an excellent manner. Also thanks to Mr. Pradeep Sapra of M/s Sapra Printers & Stationers, Delhi, for printing this booklet in a short time.

Your suggestion for the improvement in the booklet is 'most welcome

Jai Hind
New Delhi
17th March, 2004

**(B.L. Vohra)
Director General**

PREFACE

The Standing Fire Advisory Committee was constituted by the Government of India (Ministry of Home Affairs) on the recommendation of Chiefs of Fire Services in 1955 to examine the technical problems relating to fire services and to advise the Government of India on matters concerning the organization and speedy development of fire services all over the country. While constituting the committee, representatives from each State having important fire service, Union Territory of Delhi, the Ministries of Home, Defence, Transport and Communications and the Indian Standards Institution were included in it. Later, more Members were co-opted so that almost each State, Union Territory and important Ministry were represented on it. The Committee was renamed as "Standing Fire Advisory Council" in the year 1980. The objectives and functions of the Council were, however, the same as those of the Standing fire Advisory Committee.

The Committee/Council has held 31st meetings so far and has made valuable contribution to fulfill the objectives for which it was constituted. During the various meetings of the committee, it was observed that progress on its recommendations was slow and some of the topics on which decision had been taken at earlier meetings were repeated at latter meetings. Some of the important recommendations which have not yet been fully implemented by all States include enactment of the Fire Force Bill and the Rules there under; creation of an organized service in each State/Union Territory as per the "Organisational Structure" recommended by the committee; matters pertaining to personnel of fire service; etc.

The Committee at its eleventh meeting decided that all recommendations made by it should be consolidated in the form of a Compendium for easy accessibility and ready reference. This Compendium is an update on the earlier one and includes all recommendations of the Committee/Council up to the 28th meeting.

Heads of fire services in each State/Union Territory/Central Ministry are requested to vigorously pursue the implementation of the recommendations in their respective jurisdiction in the interest of speedy development of a well organised and efficient fire service.

NEW DELHI

DATED THE 12 MARCH, 1998

(M. K. Shukla)

Chairman

STANDING FIRE ADVISORY COUNCIL

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(Vol. I)

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1. INTRODUCTION

Condition of Fire Services in India at the end of the Second World War

The development of Fire Services in India was to a large extent influenced by India's political and historical association with Britain till the Second World War (1939-1945).

2. At the out-break of war in 1939, there were innumerable Fire authorities in Britain which were heterogenous and ill-equipped to function as a National Force-so vital for the war effort. A hurried attempt was made to fuse them into an integrated National Organisation-the National Fire Service-which, inspite of all handicaps, did commendable work and helped to maintain the British morale at a high pitch throughout the duration of war. After the war was over, the responsibility for the administration of the Fire Services reverted to the Local Bodies because of a promise made by the Home Secretary at the time of constituting the National Fire Service. The lessons learnt during the war were, however, not wasted. The number of Fire authorities was drastically reduced, making each a viable one, and the British Home Office established an Inspectorate of Fire Services, evidently with a view to ensure standardisation of equipment, brigade procedures, uniform, ranks and training and to ensure better co-ordination and co-operation among them.

The Expert Committee, 1950, Recommendations of - and Government of India's decision thereon

3. India did not have a National Fire Service during the war. In consequence, the Fire Brigades retained their heterogenous character and the majority of them continued to remain ill-equipped at the end of the war. They had an added handicap of having to depend entirely upon imported equipment. The Government of India were fully conscious of this and were keen to bring about all possible improvement. The Ministry of Home Affairs, Government of India, therefore set up an "Expert Committee" in 1950. Main recommendations of that Committee are given at Appendix - 1 'A' to this Compendium.
4. This was a good beginning indeed. The Government of India communicated their decision on the recommendation of the Expert Committee to all State Governments and Central Ministries vide Ministry of Home Affairs letter No. 33/50-CD, dated the 5th January, 1952. They accepted the recommendations at Serial Nos. 1, 2 and 6 to 10 in full and deferred their decision on recommendations at Serial Numbers 11 and 12, given at Appendix 1 'A'. Their observation on other recommendations of the Expert Committee were:-
 - "3. The Government of India note that practically all State Governments are agreed on the point that provincialisation of Fire Services is sound in principle and should be the ultimate goal. The Government of India, however, feel that the administration of Fire Services is part of the responsibilities of Local Bodies, and a departure from the normal principle of decentralisation of responsibilities and duties would be justified in a matter of this nature only where Municipal authorities are found to be unable, inspite of every reasonable effort, to provide fire fighting facilities on a scale which the State Government consider necessary and are in a position to provide themselves. If State Govts. have the authority to enforce the recruitment by Local Bodies of only trained personnel (e.g. persons trained at the proposed Central Institution) and also have the power of inspection, then efficiency can be increased even without provincialisation of Fire Services.

The Government of India also accept in principle the recommendation of the Expert Committee that there should be an uniform Fire Legislation in all States (subject to such modifications as local circumstances may require). For this purpose they proposed to draw up a Model Bill in due course and obtain the views of the State Governments before it is given final shape. When finalised, copies of the Bill will be circulated to all State Governments with the recommendations to have the measure enacted by their respective Legislatures.

 - "4. The Government of India accept this recommendation except as regards the formation of an All India Fire Service, as they feel that apart from other difficulties, the cadre would be too small to function efficiently.
 - "5. While the Government of India are unable to accept this recommendation of the Expert Committee, they feel that State Governments should make arrangements for the regular inspection of the fire

fighting organisations within their States so as to ensure the maintenance of satisfactory standards. The Government of India on their part will also take steps in due course to give suitable advice and suggest standards in this regard.

"13 The Government of India agree in principle that the provincialised Fire Services, where they exist, should work directly under Government (whether in the Home or the L.S.G. Department) and not under the Inspector General of Police."

5. While communicating their decisions, the Government of India also requested the State Governments to take suitable steps to give effect to the recommendations.
6. The selection of a suitable site for the setting up of necessary facilities for the central training institution, procurement of necessary equipment and training aids, appointment of instructors and other staff and preparation of the basic training material took some time. Finally, the institution started functioning in July, 1956 at Rampur, Uttar Pradesh, under the name of "The National Fire Service College". It was later shifted to its present site at Nagpur, in Maharashtra, in June, 1957.

The Conference of the Chiefs of Fire Services in India, 1955

7. The Government of India watched the progress of the implementation of the Expert Committee's recommendations by the State Governments for three years. But, unfortunately, not much progress appeared to have been made. They, therefore, convened a conference of the Chiefs of Fire Services in India in August, 1955 at New Delhi. A list of the participants who attended the conference is given at Appendix I-IB. After the conference had been inaugurated by Shri B.N. Datar, Deputy Minister for Home Affairs, Shri L.G. Mirchandani, Officer on Special Duty, Union Ministry of Home Affairs, was unanimously elected the Chairman, Late Shri M.G. Pradhan, who was then the Commandant designate of the National Fire Service College also attended the conference. Main recommendations of the conference are given at Appendix 'I-C'. These were implemented to the extent indicated below:

The Constitution of the Standing Fire Advisory Committee

- "1 The Government of India constituted a Standing Fire Advisory Committee in 1955. The objects and scope of the Committee's work are given at Appendix '2-A'.

The Constitution of the Design & Development Committee.

2. The Government of India constituted a Design and Development Committee in 1955. This Committee was dissolved when the Indian Standards Institution took over the work of standardisation and preparation of Specifications in its entirety.
3. The syllabi for various courses at the National Fire Service College were adopted. The State Fire Schools have not yet fully developed.
4. The Drill Manual was published in 1963, after being examined and approved by the Standing Fire Advisory Committee.
5. An ad-hoc Committee was constituted for the setting up of an Fire Research Station in India. The Station has now started functioning as a part of the Central Building Research Institute, Roorkee.
6. Recommendation of the conference regarding developing a healthy convention for encouraging consultation with local Fire Services by all Central, State and Local authorities responsible for the licensing of storage of flammable and other hazardous goods and licensing of factories was conveyed to all State Governments and Central Ministries.
7. Necessary amendments to Factories Act were recommended by the Standing Fire Advisory Committee vide minutes of their fifth meeting held at New Delhi from 5th to 8th August, 1958.
8. The Standing Fire Advisory Committee have prepared the Memorandum and Articles of Association for the Institution of Fire Engineers (India) and the Institution is expected to be established during 1970.
9. The National Fire Service College has commenced publication of a six monthly Journal, entitled "Fire

Technology India", from January, 1969.

10. All Central Ministries and State governments were requested to supply information for the purpose of Fire Statistics on the proformas recommended by the Conference."
8. The Standing Fire Advisory Committee/Council has held 28th Meeting so far and has made several important recommendations for bringing about uniformity and improvement in the Fire Services in India. The recommendations are compiled here in the following pages.
9. For the efficiency of the Fire Services, it is essential that several factors, which are inextricably mixed up and dependent on one another, are considered and provided for. It is, therefore, more logical to compile these recommendations under various heads rather than in the chronological order. Other reasons for this arrangement are:-
 - (a) Consideration of certain aspects of Fire Service Organisation was carried forward from one meeting to another.
 - (b) The Committee's/Council's recommendations are constantly under review and are revised if the changed circumstances warrant it. This arrangement enables the compendium to be printed in the loose-leaf Form. Any revision of the Committee's/Council's recommendation(s), therefore, does not necessitate the reprinting of the complete volume.
 - (c) New recommendations of the Committee/Council can be added to the compendium easily and it can be kept up-to-date without the need for reprinting.

2. STANDING FIRE ADVISORY COMMITTEE

1. The Standing Fire Advisory Committee was constituted by the Ministry of Home Affairs on the recommendation of the Conference of Chiefs of Fire Services in India in 1955 (See Appendices '1-C' and '2-A' to this compendium). The constitution was revised by the Ministry of Home Affairs and the membership of the Committee enlarged, to include all State Governments' representatives and representatives of all Union Territories and other Central Ministries. With the appointment of a Fire-Adviser in the Ministry of Home Affairs in the year 1968, he was nominated as the Member Secretary of the Committee.

Co-option

2. At the first meeting of the Committee, the members decided to include the Chief Fire Officer, Mumbai Fire Brigade in the list of members of the Committee.
3. At the second meeting, the members unanimously proposed to include Syed Sayeed Hassan, State Fire Force Commander, Hyderabad, as a full member of the Committee.

References : 1. Page 11 of the minutes of the first meeting of Standing Fire Advisory Committee.
2. Pages 19 and 20 of the minutes of the second meeting of the Standing Fire Advisory Committee.

Venue of Meetings

4. At the second meeting, the Committee resolved that future meetings of the Committee should be held in rotation at important Fire Service Centres, such as Chennai, Hyderabad, Mumbai, Calcutta, Allahabad & Delhi.

Reference : Page 19 of the minutes of the 2nd meeting of S.F.A.C.

Conducting of S.F.A.C. Meeting Every year in the Month of Feb.

5. It was decided at the 28th meeting that S.F.A.C. meeting should be held in the third week of February on Wednesday and Thursday every year.

Reference : Item No.16 of the minutes of 28th meeting of S.F.A.C. - page No.5.

Government of India's Views on SFAC's Recommendations

6. While discussing the item on "Ranks and Badges for Fire Services" at the fourth meeting it was observed that "while the minutes of the S.F.A.C. meetings are circulated to State Governments, a clear indication may kindly be given by the Ministry of Home Affairs to the State Governments as to which of these recommendations have been accepted by them to enable the State Govt. to implement them. The committee desires that this may kindly be done in future by the Ministry of Home Affairs and for the past three meetings, similar action, if not already taken, may kindly be taken.
7. This matter again came up for discussion at the eighth meeting of the Committee when it was reiterated by the members that it would be advisable that specific views were given by the Ministry of Home Affairs on each item as recommended by the Standing Fire Advisory Committee.

References : 1. Page 4 of the minutes of the fourth meeting of S.F.A.C.
2. Page 6 of the minutes of the eighth meeting of S.F.A.C.

Full Time Secretary

8. At the fifth meeting, the Committee unanimously requested that the Ministry of Home Affairs might consider appointment of a full time Secretary to the Committee, preferably from among the staff of the Ministry, who was conversant with that work and who would also be able to look after the entire work connected with the meetings.

Reference : Page 9 of the minutes of the fifth meeting of S.F.A.C.

Procedure for Working-parties and Sub-Committees

9. The Standing Fire Advisory Committee are empowered to appoint sub-committees and working parties in connection with the work of the committees. The need for adopting a procedure for the conduct of business of the working parties and sub-committees was felt and the Chairman gave the following instructions in this respect at the tenth meeting :-

"When we appoint working parties or sub-committees for certain items, we appoint a Convenor and it would be the Convenor's responsibility during the interim period to get all the paper work done and circulated to all members of the working party or the sub-committee. The views of the members of the working party or sub-committee would then be communicated to the Convenor, who would furnish the final report to the Secretary for being placed on the agenda for consideration of members and to take a decision".

Reference : Page 6 of the minutes of the tenth meeting of S.F.A.C.

Appointment of Alternate Members

10. The question of appointment of alternate members of the Standing Fire Advisory Committee, on the lines of the Indian Standards Institution Committee, was discussed at the twelfth meeting.
11. The members did not favour the appointment of alternate members. It was agreed that it should be left to the discretion of the Chairman to accept an alternate if a member was unable to attend the meeting of the Committee owing to unavoidable circumstances.

Reference : Page 12 of the minutes of the twelfth meeting of S.F.A.C.

Compendium of Recommendations of S.F.A.C.

12. It was decided at the eleventh meeting to compile all important decisions taken at different sittings of the Committee in the past and recommendations made to and accepted by the Government of India with proper index.
13. It was again taken up at the twelfth meeting, when it was agreed that the compendium of decisions taken in previous meeting should be compiled expeditiously.
14. This compendium is the result of the above decisions.

References : 1. Page 10 of the minutes of the eleventh meeting of S.F.A.C.
2. Page 12 of the minutes of the twelfth meeting of S.F.A.C.

15. A Compendium of recommendations made by the S.F.A.C. up to its 13th meeting was prepared and circulated to all members. It was considered at the 14th meeting when it was decided that members would send their suggestions for modification of the compendium, if any, to the Secretary to the Committee latest by 1st November, 1970. If no communication was received from any members by that date, it would be presumed there were no comments and the printing of the compendium would be processed further.

Reference : Page 11 of the minutes of the 14th meeting of S.F.A.C.

Updating of the Compendium of Recommendations of S.F.A.C.

16. The Council recommended at the 25th meeting that the compendium of recommendations should be brought upto-date as early as possible.

Reference : Page 6 of the minutes of the 25th meeting of S.F.A.C.

Note : The compendium has now been updated up to and including the 28th meeting.

Preparation of National Fire Codes.

17. The committee recommended at the 14th meeting that the Indian Standards Institution may be asked to consider preparation of National Fire Codes as early as possible.
18. The matter was again brought up at the 16th meeting of the Committee. The Committee was of the view that it

was not necessary for the Indian Standards Institution (I.S.I.) to wait for all the specifications and codes of practice to be completed before undertaking the compilation of "National Fire Codes". A beginning could be made by the I.S.I. immediately with the available material and more volumes could be added as and when additional material became available. It was decided that these views of the Committee should be communicated to the I.S.I.

19. At the 23rd meeting, the representative of I.S.I. brought up the question of providing funds for payment of honorarium for preparation of National Fire Codes by the I.S.I. and the Ministry of Home Affairs. The Council decided that in view of the fact that the work was highly desirable in national interest, the matter may be put up to the concerned authorities for provision of necessary funds for the project.
20. 'Formulation of National Fire Codes' was again considered at the 24th meeting. After assessing the various possibilities, the Chairman directed that relevant portions pertaining to fire prevention and fire safety, occurring presently in various Acts and Regulations, should be compiled into one document to assist the fire services in their work connected with inspection and licensing. He further directed that this work may be entrusted to the National Fire Service College.

- References:
1. Page 12 of the minutes of the 14th Meeting of S.F.A.C.
 2. Pages 14 and 15 of the minutes of the 16th meeting of S.F.A.C.
 3. Page 8 of the minutes of the 23rd meeting of S.F.A.C.
 4. Page 14 of the minutes of the 24th meeting of S.F.A.C.

3. STANDING FIRE ADVISORY COUNCIL

1. The Standing Fire Advisory Committee was renamed Standing Fire Advisory Council in the year 1980
Reference : F.No. VI-14022/1/78-DGCD(F), dated the 22nd February, 1980.
2. The Constitution of the Standing Fire Advisory Council was decided as given at Appendix '3-A' to this Compendium

Formation of standing Sub-Committees under the Standing Fire Council.

3. To facilitate detailed consideration of various items coming up before the Council for advice, five Standing Sub-Committees were constituted at the 22nd meeting. The various Sub-Committees, their responsibilities and composition are given at Appendix '3-B' to this compendium.
Reference : Page 7-10 of the minutes of the 22nd meeting of S.F.A.C.

Reconstitution of the Standing Fire Advisory Council

4. The Council recommended at the 25th meeting that the Standing Fire Advisory Council may be reconstituted with an independent Director General of Fire Services as its head on the lines of the Chief Inspectorate of Fire Services in the United Kingdom and the Director General, Fire Services should be of the rank of Additional Secretary to Govt. of India. The Council recommended that this proposal (recommendation) may be put up to the Govt. at the earliest.
Reference : Page 6 of the minutes of the 25th meeting of S.F.A.C.

Formation of National Council on Fire Prevention and Fire-Fighting (National Fire Council)

5. The subject came up for discussion at the 14th meeting. The Committee recommended that the proposal to form a National Fire Council may be deferred for some time. Instead, the scope of the SFAC may be expanded to include fire safety and fire insurance as well. In the meantime a more detailed study as regard the constitution, contribution and functions of the National Fire Council and its ability to coordinate the work of the various Council bodies dealing with matters relating to fire-fighting may be undertaken at the Ministry level.
Reference : Pages 17 and 42 of the minutes of the 14th meeting of S.F.A.C.

4. PRIORITY FOR DEVELOPMENT OF FIRE SERVICES

Grant-in-Aid for Developing Fire Service Organisation

1. The Committee recommended at the second meeting that such cities and towns which had a population of two lakhs and over should be given priority for development of fire-fighting services and preference should be given to the cities which had industrial establishments of National importance.
2. A special meeting of the committee was convened in October, 1959 to consider the sanction of grant-in-aid to State Governments for improvement of their Fire Services, as also for necessary assessment of the requirements of the State Governments in fire-fighting equipment.
3. At that meeting, the members expressed the views that the existing grouping of towns in respect of fire-fighting requirements should be revised, because these were based largely on the population, and it would be more realistic if other major considerations, like susceptibility to fire risk, etc., were also considered. A revised gradation of towns in different groups was therefore recommended as given below:-

Group I

This should include towns having important areas essential from the point of view of Civil emergency and where high fire risks exist, and which have been specifically earmarked for fire protection by the Government of India. These are as given in APPENDIX 4-A to this Compendium.

Group II

This should include towns of very high fire risk and industrial areas, which are subjected to serious fire risks. These are as given in APPENDIX 4-A to this Compendium.

Group III

Such towns of high fire risks where Fire Services need expansion or provision of fire-fighting equipment is essential. These are as given in APPENDIX 4-A to this Compendium.

4. It was also decided that each of the groups may be divided into two sub-groups. Sub-group (i) should be of such towns where fire-fighting facilities already exist and required to be expanded and improved. Sub-group (ii) should be of such towns where no fire-fighting services are available and there is a need for such Fire Services and for which the State Governments should take necessary steps.
5. The Committee recommended at the eleventh meeting that grant-in-aid given to State Governments for the improvement of Fire Services in their States should be carried over to the next year because of the difficulty in the procurement of equipment.
6. The Chairman Standing Fire Advisory Committee, stressed at the twelfth meeting that major fire appliances, already supplied on a poolable expenditure basis for Civil Defence towns were not to be diverted to other places.
7. At the thirteenth meeting, the members stressed that Central subsidy, both for Civil Defence and non-Civil Defence towns, should be given to the maximum possible extent.

- References :**
1. Page 9 of the minutes of the second meeting of S.F.A.C.
 2. Pages 3 and 4 of the minutes of the special meeting of S.F.A.C.
 3. Page 7 of the minutes of the ninth meeting of S.F.A.C.
 4. Page 14 of the minutes of the twelfth meeting of S.F.A.C.
 5. Page 5 of the minutes of the thirteenth meeting of S.F.A.C.

8. The following proposals for improving the fire services were considered at the 13th meeting :-
 - (i) Fire brigades of cities with population of more than 75,000 may be taken over by Government or Police Authorities.
 - (ii) Fire & Rescue services should be mandatory in Cat-I and II Civil Defence towns, and
 - (iii) Steps should be taken to establish an agency to exercise centralised command to control and supervise fire brigades located in various important Civil Defence towns in order to achieve mutual aid within town and to establish organised set-up of high standard of functional efficiency as required in emergency.

9. It was generally felt that if all State Govts./Union Territories administrations could be persuaded to provincialise their fire services, preferably separate from their Police Forces with appropriate legislation of the Fire Services Act on the lines of the Model Fire Force Act, circulated in October, 1958, all the difficulties would be overcome. By provincialisation there would be one large fire service per State/Union Territory with resultant better avenues of promotion, training and efficiency. In this matter, the Centre could not dictate, but only advice. Members were of the opinion that all Category-I & II Civil Defence towns must have up to scale fire services, and as it was an obligatory function to provide the fire protection under the State Municipal Act, it was for the State Governments to ensure that their Municipalities fulfilled this function effectively. In this context, the Committee felt that it was necessary that every State should have a Fire Adviser or a State Fire Chief with authority to inspect and direct all fire services thereof.

Reference : Pages 6 & 7 of the minutes of 13th meeting of S.F.A.C.

10. It was decided to recommend to Govt. of India after examining and analysing the data involving Insurance Claims received from the Members that the State Fire Service Deptt. should be given grant-in-aid instead of loan by the GIC for development of fire services.

Reference : Item No.6 of the minutes of 28th meeting of S.F.A.C. - Page No.3

5. LEGISLATION

1. One of the recommendation of the Expert Committee (1950) was the re-organisation of Fire services in States and the promulgation of an uniform Fire Service Legislation for all States. This involved provincialisation of Fire Services as State Fire Services and drafting of legislation containing provisions indicated by that-Committee in their report (see Appendix '1-A').
2. While intimating their decision to the Central Ministries and State Governments on the recommendations of the Expert Committee, vide their letter No. 33/50-CD, dated the 5th January, 1952, the Government of India had accepted in principle that there should be an uniform Fire Service legislation in all States, subject to such modifications as local circumstances may require. They had also proposed to draw up a model bill in due course and obtain the views of the State Governments before finalising it. They had also stated in their letter that copies of the model bill would be circulated to all State Governments with the recommendation to have the measure enacted by their respective Legislature.

Model Fire Force Bill

3. A model bill was drawn up in consultation with the Law Ministry and was examined and finalised by the Standing Fire Advisory Committee, after the State Governments had been consulted, at the third meeting held at New Delhi from the 16th to 20th October, 1956. The finalised draft model bill was circulated to all Central Ministries and State Governments vide Government of India, Ministry of Home Affairs letter No' 28/3/56-ER-II, dated the 17th October, 1958 and again considered at the fourth meeting. A copy of the model bill is given at Appendix "5-A".
4. Appropriate provisions regarding the levy of Fire tax have been included in the model bill, on the lines recommended by the Committee at the second meeting.
5. The question of including in the model bill provisions regarding concessions to Fire Service vehicles proceeding to calls, such as right of way, non-compliance with speed limits and observance of certain traffic rules, was considered at the fourth meeting and it was recommended that if those concessions could not be brought under the Bill, those should be considered for inclusion in the Motor Vehicles Act (Traffic Regulations). At the same meeting, it was also decided to delete the word "responsibility" from Section 7, clause 3 of Chapter II of the model fire services bill, as also to make certain other changes. Those have been incorporated in the Draft Model Bill given at Appendix "5-A".
6. At the eleventh meeting, the Committee felt that the time had come when the Fire Services should be independent organisations, directly under the Government and steps should be taken in that connection at such places where that plan had not been implemented. They reiterated their earlier suggestion that State Governments should be requested to accept the principle of having the Fire Services under State Control, especially in view of the emergency when the Fire Services would have to play vital role.
7. This was reviewed at the twelfth meeting when the chairman stressed the need for State Governments taking over their Fire Services. He further pointed out that with the lifting of the Emergency, the Defence of India Rules, under which certain States had taken over their Fire Services, would be held in abeyance for six months thereafter. Therefore, if those States wished to retain their Fire Services under State control, they would have to enact State Legislation on the lines of the model bill already circulated.
8. Once again, the question of State Control of Fire Services came up for discussion at the thirteenth meeting of the Committee, it was generally felt that if all States/Union Territory Governments could be persuaded to provincialise their Fire Services, preferably separate from the Police Force, with appropriate legislation of the Fire services Bill on the lines of the draft circulated in October, 1958, all the difficulties could be overcome. Members were of the opinion that all Civil Defence Category I and II towns must have (upto) State Fire Services and, as it was an obligatory function to provide fire protection under the State Municipal Act, it was for the State Government to ensure that their municipalities fulfilled that function effectively. In that context, the Committee felt that it was necessary that every State should have a Fire Adviser or a State Fire Chief with authority to inspect and direct all Fire Services therein.

- References :
1. Appendix '1-A' to this Compendium.
 2. Page 7 of the minutes of the first meeting of S.F.A.C.
 3. Page 1 of this Compendium.

4. Page 9 of the minutes of the second meeting
 5. Page 4 of the minutes of the third meeting of SFAC
 6. Pages 5 and 6 of the minutes of the fourth meeting of SFAC
 7. Page 5 of the minutes of the eleventh meeting of SFAC.
 8. Page 13 of the minutes of the twelfth meeting of SFAC.
 9. Page 6 of the minutes of the thirteenth meeting of SFAC.
9. The topic of 'State Control of Fire Services' was again considered at the 14th meeting. The Committee was of the view that it should be recommended to the State Governments that if immediate switch over to State Control was not practicable for any reason, at least the fire services in the Civil Defence towns should be taken over by the State Governments concerned.
- Reference : Page 6 of the minutes of the 14th meeting of S.F.A.C.
10. The question of enactment of the Fire Force Bill by all states with a view to ensure quick development of fire service and some degree of uniformity throughout the country was repeatedly brought up at various meetings of the Committee/Council. At the 23rd meeting, it was once again recommended that the Ministry of Home Affairs should issue a circular letter to all State Governments on this subject and its importance.
- Reference : Page 10 of the minutes of the 23rd meeting of S.F.A.C.
11. Once again the Chairman emphasised the importance of enactment of the Fire Force Bill at the 24th meeting and called upon those members in whose State, the Bill was yet to be enacted to persuade their respective Governments to get the enactment done expeditiously.
- Reference : Page 13 of the minutes of the 24th meeting of S.F.A.C.

Delinking the State Fire Service Administration from the Control of the Police

12. This subject was discussed at the 25th meeting. The Chairman pointed out that the State Governments were advised way back in 1952, followed by reminders, that the Fire Services, when taken over by the State Governments, should be headed by professionals, directly under the State Government and not under the Inspector General of Police. The State Governments may, therefore, take appropriate action in the matter. The question of replacing a Police Officer as the Fire Chief by an IAS Officer did not find favour with the Council.
- Reference : Page 10 of the minutes of the 25th meeting of S.F.A.C.
13. The question of professionals heading the fire service depts. in the State/UT was again discussed at the 28th meeting. It was pointed out by the Members that the State Governments/UT Administrations have been advised on the subject way back in 1952. The Chairman again remind the Members i.e. the Model Fire Force Bill was adopted, this problem automatically got solved.
- Reference : Item No. 4 of the minutes of the 28th meeting of S.F.A.C. - Page No.3.

Consolidation of State Fire Service

14. This subject was discussed at the 25th meeting. The desirability of a regular and uniform fire service throughout each State/Union Territory was accepted. The Council was of the opinion that no worthwhile progress of any State/UT Fire Services would be achieved till the entire fire services were brought under a single Fire Chief in a State. For this purpose, the prerequisite was the adoption of the Model Fire Force Act by all States/UTs. All States/UTs/Fire Chiefs were requested to confer to the Model Fire Force Act as expeditiously as possible.
- Reference : Page 11 of the minutes of the 25th meeting of S.F.A.C.
15. The question of adoption of the Model Fire Force Act by States/Union Territories was again raised at the 26th meeting Heads of respective. Fire Services of States which had not yet enacted it were asked to pursue the matter with their respective State Governments as necessary.
- Reference : Page 1 of the minutes of the 26th meeting of S.F.A.C.
16. At the 28th meeting, it was once again emphasized by the Chairman, S.F.A.C. that all Members may take up the matter of enacting Model. Fire Force Bill by their respective State Governments as expeditiously as possible.
- Reference : Item no.2 of the minutes of the 28th meeting of S.F.A.C. - page No.2.

Adoption of Fire Prevention and Fire Safety Act for Fire Safety of Buildings

17. This subject was discussed at the 26th meeting of the Council. Members were of the view that legislation for enforcing fire safety in buildings would go a long way in saving precious lives and property. They were advised to take up the matter with their respective State Governments/Union Territory Administrations for adopting recommendations of the National Building Code issued by the Bureau of Indian Standards and extending the Delhi Fire Prevention and Fire Safety Act to their States/Union Territories. Copies of the Act and Rules would be sent to State Governments/Union Territory Administrations by the Fire Adviser, M.H.A.

Reference : Page 1 of the minutes of the 26th meeting of S.F.A.C.

Draft Model Fire Force Bill

18. The Model Fire Force Bill provides for the formulation of rules under it. The preparation of those rules was therefore taken up by the Committee at the seventh meeting and a working party was appointed. The draft prepared by them was considered and approved by the Committee at the eighth meeting. A copy of the finalised draft is given at Appendix '5-B'.

References : 1. Pages 15 and 16 of the minutes of the seventh meeting of S.F.A.C.
2. Page 8 of the minutes of the eighth meeting of S.F.A.C.

Draft Discipline Code

19. The Draft Discipline Code for the Fire Services was first discussed at the fourth meeting and it was decided to study the existing codes in different Fire Services before finalising it. A sub-committee was appointed to examine the case at the seventh meeting and the revised draft prepared by them was accepted by the Committee. While recommending the adoption of the Discipline Code, the Committee stressed the fact that whereas the Code was framed to bring about greater degree of uniformity, the State Governments could make such changes as would suit local circumstances. A copy of the finalised draft is given at Appendix "5-C".

References : 1. Pages 8 and 9 of the minutes of the fourth meeting of S.F.A.C.
2. Page 6 of the minutes of the seventh meeting of S.F.A.C.
3. Page 2 of the minutes of the ninth meeting of S.F.A.C.

Rules for Provision of Fire Fighting Equipment in Industrial Establishments.

20. Draft rules for the provision of fire fighting equipment in Industrial Establishments, prepared by the Ministry of Labour under Sub-section 7 of section 38 of the Indian Factories Act, were considered at the fifth meeting and finalised after making certain modifications. A copy of the finalised draft is given at Appendix "5-D".
21. The members of the Committee desired that wherever local Fire Services were in existence, the advice of the Local Fire Officer might be sought.

Reference : Page 3 of the minutes of the fifth meeting of S.F.A.C.

Rules framed under Section 38(7) of the Factories Act

22. On a reference from the States of Madhya Pradesh and Gujarat that they were not able to adopt the Rules because of shortage of water supply. The Committee recommended that there should be no amendment to the Rules framed under the Factories Act and that the question of meeting the shortage of water supply might be examined and alternatives suggested, if necessary.

Reference : Page 23 of the minutes of the 14th meeting of S.F.A.C.

Provision of Fire Fighting Equipment under the Factories Act

23. It was decided to recommend to the State Governments/Union Territory Administrations that the Local Fire Officers should be consulted in as far as fire prevention/fire protection requirements in various factories under their jurisdiction were concerned. They should in turn keep in view the Indian standard Codes of practice for fire safety while making their recommendations.

Reference : Page 6 of the minutes of the 16th meeting of S.F.A.C.

Model Rules for Provision of Fire Fighting Equipment under the Factories Act

24. It was decided at the 17th meeting that the Director General, Factory Advice Service may be requested to frame Model Rules for provision of fire fighting equipment under the Factories Act and the Model Rules should be circulated to all State Governments for adoption after the Rules have been examined by the Standing Fire Advisory Council.

Reference : Page 4 of the minutes of the 17th meeting of S.F.A.C.

Review of Existing Legislation, such as the Petroleum Act, the Cinematography Act, the Factories Act, etc.

25. It was suggested at the 17th meeting that the existing legislation, such as the Petroleum Act, the cinematograph Act, the Factories Act, etc. should be reviewed in so far as fire safety requirements were concerned and that the fire services should be consulted at the time of such review.

Reference : Page 4 of the minutes of the 17th meeting of S.F.A.C.

26. Review of the Cinematography Act had earlier been recommended at the 15th meeting also while considering an item on cinema inspection. The committee had then recommended that the Ministry of information and Broadcasting should be requested to undertake the review with a view to finding out if any further amendments in the Act were necessary.

Reference : Page 7 of the minutes of the 15th meeting of S.F.A.C.

Grants/Renewal of Cinema Licences

27. It was decided to recommend to the State Govts., at the 16th meeting, that Local Fire Officer should be consulted at the time of grant/renewal of cinema licenses and that he should take into account the I.S. Code of Practice for Fire Safety in Cinema houses while advising the administration on the grant/renewal of licences. It was also decided to include other places of public entertainment and public assembly in these recommendations.

Reference : Page 4 of the minutes of the 16th meeting of S.F.A.C.

Hazardous Fire Crackers (Fire-Works) - Inspection under the Explosives Rules, 1940

28. The problems created by the manufacture, storage and use of hazardous fire crackers were brought up for discussion at the 22nd meeting. It was decided that a circular letter should be issued to all State Governments for intensifying inspections with a view to minimising unauthorised manufacture, storage, etc. of crackers and also for examining whether there was any need for fresh state legislation in the matter, particularly with regard to making the penal provisions more stringent. Banning the hazardous crackers' was also be referred to the Chief Controller of Explosives for further action.

Reference : Page 20 of the minutes of the 22nd meeting of S.F.A.C.

Inclusion of Subject Fire Protection and Control in the 7th Schedule of the Constitution

29. The members express the view that unless the subject fire was included in the 7th Schedule of the Constitution the development of fire services in the country would remain disorganised and would not be able to meet the growing need of the country. The Chairman directed that after a study of the matter it should be recommended to Government of India that the Subject may be included in 7th Schedule of the Constitution.

Reference : Item No.5 of the minutes of the 28th meeting of S.F.A.C. - page no.3.

6. EQUIPMENT (REQUIREMENTS)

Yard Stick for Calculating the Number of Pumping Units for Towns

1. At the fourth meeting, while considering the scale of towing vehicles for trailer fire pumps, the Committee recommended that the number of pumping units required for a town should be calculated on the basis of population as given below :-

Population in Lakhs	No. of Pumping Units
Half a lakh	One
One lakh	Two
One and a half lakhs	Three
Two lakhs	Four
Two and half lakhs	Five
Three lakh	Six

2. From three lakhs upwards, there should be one additional pumping unit per lakh of population or a fraction thereof.
3. In addition to above, a reserve of 20% of the total pumping units, subject to a minimum of one, should also be provided.
Note : A pumping unit means a self-propelled motor fire engine or a trailer fire pump, complete with towing vehicle, or a jeep fire engine.
4. The above scale should be made applicable only to cities and towns.
5. In industrial cities and areas of high fire risk, the scales and types of additional fire fighting appliances should be determined by an actual survey of the area to be protected.
Reference : Pages 7 and 8 of the minutes of the fourth meeting of S.F.A.C.
6. At the fifth meeting, it was clarified that a pumping unit should have a capacity of approximately 500 gallons per minute.
7. It was further clarified at the same meeting that the Committee had not advised against the trailer fire pumps. The members, however, felt that self-propelled fire engines, like the jeep/land rover fire engines, were preferable to trailer fire pumps and towing vehicles. But, where trailer fire pumps were provided or had to be provided due to local conditions, the scale of towing vehicles recommended was 'one per trailer fire pump'. They further recommended that the number of towing vehicles could be reduced by carrying light/portable pumping units on the towing vehicle itself, in which case, it could also tow a trailer fire pump and could thus give two pumping units per towing vehicle. In such cases, necessary additional crew would also have to be carried on the towing vehicle for manning the light portable pumping units.
Reference : Pages 2 and 3 of the minutes of the fifth meeting of S.F.A.C.
8. A further clarification was given by the Committee at the sixth meeting as follows:-
"The recommendations made at the fourth and fifth meetings regarding the scale of pumping units apply only to number of such units maintained for the actual runs to fires and other calls and the scale as recommended would be applicable only to such of the units. Regarding units for use for purposes other than the above, the scale may vary according to local conditions as found necessary by the Local Fire Officer".
Reference : Page 11 of the minutes of the sixth meeting of S.F.A.C.

Rescue Vans

9. The Committee observed at the fifth meeting:-
"The Indian Standards Institution have already prepared a specification for emergency tender which is in the stage of finalisation now. This specification includes the necessary specialised equipments to be carried for rescue purposes and the Committee considers that this should be quite suitable to serve as specification for rescue vans for the Fire Services.
As regards the suitable scale of such vans for Fire Services, the Committee feels that there should be one

such rescue van for every place having a population of 3 lakhs to 10 lakhs while it should be augmented by additional rescue vans for every additional 10 lakhs. The Committee feels that apart from the attendance of rescue vans for such rescue calls, the regular Fire Engine with equipments can attend to supplement the service at such rescue calls. The above recommendation does not cover the requirements of special areas, like docks, mines, aerodromes, etc., which may require special equipment for such purposes".

Reference : Page 5 of the minutes of the fifth meeting of S.F.A.C.

Ladders

10. The Committee recommended at the second meeting that 35 feet extension ladders should be provided in places where the buildings have a ground and two upper floors only, and that where there are more than two upper floors, 50-60 feet fire escapes and hook ladders should be used. They further recommended that the use of turn table ladders may be considered where the height of the buildings exceeds 60 feet.

Reference : Page 7 of the minutes of the second meeting of S.F.A.C.

Scale of Fire Fighting Equipments for Peace Time and Emergency Requirements

11. This was considered at the fifth meeting. The members felt that the calculation of pumping units according to the population on the sliding scale, as recommended at the fourth meeting was satisfactory for peace time. But, they further recommended that in assessing the additional pumping units necessary to cover special or high fire risk areas, the local Fire Officer should take into account the local conditions and situation which might have to be faced. For example, in the matter of location of fire stations, the scale of one fire station per four square miles should be made flexible without any restriction on the local Fire officer to locate the fire stations at closer or greater distances, depending upon the topography, terrain, etc., of the locality, as well as the fire risk involved and the time taken to effectively cover such risk.
12. The Committee also recommended that requirements of pumping units in the event of emergency should be based on the type of emergency, according to which cities and towns might be classified as :-
 - (a) High vulnerability,
 - (b) Moderate vulnerability, and
 - (c) Low vulnerability.
13. The scale of pumping units during emergency as compared to those in peace time (P) should be in the following ratio:-
 $P : C : B : A :: 1 :: 3 : 7$
14. The additional pumping units required in emergency might be trailer fire pumps although self-propelled fire engines were preferable. The towing vehicles required for trailer fire pumps at the rate of one each, might be made up by acquiring suitable vehicles and fitting those with towing attachment.
15. The difference between the peace time requirements and the requirements during the time of emergency for vulnerable areas, as per scales prescribed above should be made up progressively during peace time, upto 50 per cent of the total appliances and equipments in times of emergency.
16. The balance of the requirements in respect of the appliances and equipments should be stock piled by the Government.
17. The deficiency between the existing inadequate equipment and the peace time requirements as per scales recommended above should be made up immediately in respect of vulnerable areas by giving it the highest priority.

Reference : Pages 8 and 19 of the minutes of the fifth meeting of S.F.A.C.

Scales for Industrial Establishments

18. Improvement of fire fighting arrangements in industrial establishments was considered at the second meeting of the Committee. The formula for the number of gallons of water required for such premises was recommended as given under "Water Supply" in this compendium. Based on that formula, the Committee recommended that the number of fire pumps required for the premises should be worked out as follows:-

- | | | |
|------------------------------------|---|---|
| "Less than 120 gallons per minutes | - | No power driven pump required. First aid fire appliances should be provided as recommended by the Local Fire Officer. |
| 120 to 220 gallons per minute | - | One light trailer Fire pump required. |
| Over 200 gallons per minute | - | Two or more power driven pumps which will yield the required capacity. |

In working out the number of pumps required, in the formula given above, the pumping capacity might be reduced -by 25 per cent in cases where outside aid from an established city or town. Fire Service is available within 5 minutes of the outbreak of fire. But, this should not reduce the total water storage capacity recommended for 100 minutes work.

The above formula does not apply to Defence and Civil Aviation installations whose requirements have to be considered on a different basis."

Reference : Pages 10 to 12 of the minutes of the second meeting of S.F.A.C.

19. While recommending the yard stick for calculating the number of pumping units for towns at the fourth meeting, the Committee observed that the scale recommended by them applied only to cities and towns and that for industrial undertakings where the area was such as could not be reached by manhauling of trailer fire pumps within reasonable time, vehicles with towing attachment should be provided at the scale of one for every four trailer fire pumps, with a minimum of one such vehicle, to be available at all times.
20. Again, while clarifying the definition of a pumping unit at the fifth meeting, the members observed that the scale recommended by them need not be applied to industrial undertakings where the area was such that the trailer fire pumps could be manhauling within the premises.

References : 1. Page 8 of the minutes of the fourth meeting of S.F.A.C.
2. Page 3 of the minutes of the fifth meeting of S.F.A.C.

7. EQUIPMENT (STANDARDISATION)

1. One of the task assigned to the Standing Fire Advisory Committee was to get the Fire Services equipment standardised through the agency of the Indian Standards Institution. The following action was taken by the Committee in this connection :-
 - (a) Shri P.N. Mehrotra was requested to draft specification for a small fire engine, suitable for rural fire fighting and for use in small towns, on the guidelines given to him by the Committee at the third meeting.
 - (b) The specification for the small fire engine, as prepared by Shri Mehrotra, was modified and the draft was sent to the Indian Standards Institution after fourth meeting.
 - (c) The specification for the small fire engine, as drafted by the Indian Standards Institution, was approved with some modification at the sixth meeting.
 - (d) It was decided at the seventh meeting that as a standard had already been laid down by the Indian Standards Institution, it was not necessary to express the views of the Standing Fire Advisory Committee. They, however, felt that in view of the fact it was necessary to keep abreast of the latest development, etc. of fire fighting equipment, both indigenous and imported, a permanent sub-committee might be constituted to study that problem in all its aspects alongwith any other reference that might be made to them from time to time in respect of fire fighting equipment. S/Shri M.J.B. Maneckji, M.G. Pradhan, S.G. Vengsarkar, S.F. Lakhani, C.S. Chandrasekhra, P.N. Mehrotra and John Keshi were nominated on the Sub-Committee.
 - (e) At the seventh meeting, it was also proposed to reserve 'Poppy red' colour, shade 536 of IS : 5-1966, for the Fire Service appliances. The Chairman and Shri A.B. Advani were nominated to examine it further.
 - (f) The standardisation of fire floats and fire boats were considered at the seventh meeting. It was decided to prepare the draft specification which could later on be forwarded to the Indian Standards Institution for further processing.
 - (g) The special-meeting-of the Committee, convened at Delhi in October, 1959, recommended the setting up of a unit for the testing of indigenously manufactured equipment. It was unanimously felt by the members that, to obtain full value for the money spent for the purchase of equipment in the country, it was necessary that the Ministry of Home Affairs took early steps to set up an unit of that type. They felt that unless that was done proper progress could not be made in the manufacture of equipment and suggested very high priority to be given for that purpose.
 - (h) On the report of the Chairman and Shri Advani, the Committee decided to adopt 'Poppy red' as the colour for the fire appliances and to redesignate it as 'Fire-red' colour, at the eighth meeting.
 - (i) At the eighth meeting, the decision to prepare draft specification for fire floats and fire boats were reversed.
 - (j) At the eighth meeting, it was decided to forward the suggested modifications to draft specifications for extension ladders to the Indian Standards Institution on the basis of the report of the Chief Fire Officer, Bombay Fire Brigade
 - (k) At the ninth meeting, the Committee reiterated their earlier recommendations on the setting up of a testing unit for fire fighting equipment and appliances. They were also of the opinion that the location of that unit should be at a place other than at the National Fire Service College.
 - (l) At the tenth meeting, it was decided to advise the Indian Standards Institution to prepare standard specifications for the fire alarm systems, automatic as well as manually operated types, for all large industrial estates or establishments. It was felt that rules for the installation of such Fire alarm systems in Industrial establishment factories, etc., could only be laid down after the specifications were framed.
 - (m) The decision taken at the eleventh meeting were :-
 - (i) It was not necessary to produce portable Oxyacetylene cutting plant indigenously as the demand was very low.
 - (ii) It was not necessary to standardise the position of operation of fire extinguishers (upright or inverted).

- (iii) It was decided to have a colour code standardised for the fire extinguishers.
- (iv) The urgent need to establish a testing unit for the fire fighting equipment, especially at places like Mumbai, Calcutta and Delhi, where the major industries were located, was stressed.
- (n) The representatives of the Director General Supplies and Disposals who attended the twelfth meeting by special invitation saw no need for a testing unit as, according to them, their organization was already fully equipped to carry out all the required tests for items supplied through them.
- (o) The decisions taken at the thirteenth meeting were :-
 - (i) Use of metal as a material for Firemen's helmets should be prohibited in the Indian Standards. The shape of the sample helmet tabled at the meeting was suitable. The colour of the helmet should be inherent and yellow, except those for Officers, which should be white.
 - (ii) The Indian Standard on the Design and Construction of Fire Service Drill Towers should include a fourth type of drill tower in use at the National Fire Service College.
 - (iii) The capacity and design of water tenders (IS:948-1950 and IS:950-1959) should be improved.
 - (iv) A sub committee should examine the mode of operation (upright or inverter) of the Dry Powder Extinguisher.

Note: Recommendations of the Sub-Committee were examined at the 14th meeting. It was decided to accept the recommendations, viz. all extinguishers other than foam should be operated in an upright position. Only foam extinguishers may continue to be operated in the inverted position because of obvious difficulties in manufacturing such extinguishers with upright operating device. The Committee also recommended that, in order to distinguish foam extinguishers from other extinguishers, a diagram depicting the method of operation in an inverted position shall be transixed on every foam extinguisher in addition to painting it according to the Standard colour code.

- (v) Refills for all types of fire extinguishers should be standardised.
- (vi) Manufacturers should supply exploded drawings of all fast moving parts, showing part numbers of the components therein. Further, the parts supplied for the equipment must fit without any modification.
- (vii) Colour Code was useful for fire extinguishers. It should be left to the Indian Standards Institution to work out and finalise the details.
- (viii) There should be a Research and Development Organization between the manufacturer and the user with a view to improve the products of the industry. The Chairman was authorised to follow up the proposal with Government and get the Research Cell set up to carry out research and development of fire appliances in conjunction with the industry on one side and the National Laboratories, including Defence Research and Development establishments, on the other.
- (ix) The Directorate General Technical Development should look into the demand for the Breathing apparatus sets in the country and consider whether the items should be imported or manufactured (excluding partial manufacture) in India.
- (x) A special committee should be set up which could go round to assess the capabilities of the manufacturers. It was suggested that the industry should also form their own association to check unscrupulous elements.

- Reference :**
1. Pages 9 and 10 of the minutes of the third meeting of SFAC.
 2. Page 8 of the minutes of the fourth meeting of SFAC.
 3. Page 5 of the minutes of the sixth meeting of SFAC.
 4. Page 12 and 15 to 17 of the minutes of the seventh meeting of SFAC.
 5. Page 5 of the minutes of the special meeting of SFAC.
 6. Pages 8, 9 and 11 of the minutes of the eighth meeting of SFAC.
 7. Page 4 of the minutes of the ninth meeting of SFAC.
 8. Page 9 of the minutes of the tenth meeting of SFAC.
 9. Page 8 and 10 of the minutes of the eleventh meeting of SFAC.
 10. Page 4 of the minutes of the twelfth meeting of SFAC.
 11. Page 6 and 12 of the minutes of the thirteenth meeting of SFAC.
 12. Pages 2 to 6 and 8 of the minutes of the thirteenth meeting of SFAC (Additional items).

Indian Standards on Fire Fighting Equipment

2. The Committee recommended at the 20th meeting that existing Indian Standard Specifications on fire fighting equipment should be revised to bring them in line with the Committee's recommendations on

"Organisational Structure of Fire Services" given at Appendix '30-D' to this Compendium.

Reference : Page 10 of the minutes of the 20th meeting of S.F.A.C.

Revision of Indian Standards on Fire Hose

3. The Council recommended at the 23rd meeting that, in view of the difficulties experienced in the procurement of the correct type of fire hose, the following action should be taken:—
- (i) The Indian Standards Institution may be advised to formulate the specifications for hose in a manner so as to avoid confusion in the matter of procurement of hose by the fire services.
 - (ii) The Member-Secretary should advise all fire services in the country to use Type-II delivery hose in view of its definite operational advantages over the other type.
 - (iii) It may be recommended to the Indian standards Institution that the Panel for fire fighting hose should be transferred from the Sectional Committee PCDC 13 to the Sectional Committee B.D.C 22 because the items comes under fire fighting equipment.

Reference : Page 14 of the minutes of the 23rd meeting of S.F.A.C.

Setting up of a National Testing and Approval Facility for Fire Fighting Equipments

4. This subject was examined at the 24th meeting of the council. Members were of the opinion that, on account of the large number of sub-standard equipment now being manufactured, there is a need for setting up such facility at the National level, where a wide range of fire fighting equipment can be tested and evaluated. The member from the Loss Prevention Association (LPA) promised to approach the General Insurance Corporation (G.I.C.) for financial assistance. The chairman directed that it should be processed expeditiously.

Reference : Pages 17 and 18 of the minutes of the 24th meeting of S.F.A.C.

Provision of sophisticated Appliances for Fire Fighting and Rescue in High-Rise Buildings

5. It was decided at the 18th meeting to recommend that 30 M was the optimum length (height) of the ladders/hydraulic platforms which should be used by the fire services and that where an individual Chief Officer/director of Fire service wanted to go in for taller ladders, he must be very cautious-specially regarding intensive training of men who would operate such tall ladders.

Reference : Page 10 of the minutes of the 18th meeting of S.F.A.C.

Bells Vs. Sirens for Fire Appliances

6. Suitability of Bells vs. Sirens for fire appliances were discussed at the 14th meeting. The following decisions were taken:—
- (a) The Chief Fire Officer, Delhi Fire Service should send a sample of bell to the National Physical Laboratory for testing and the Indian standards Institution should coordinate the testing and take further follow-up action as necessary.
 - (b) It should be left to the individual States to decide if sirens should also be fitted to fire appliances in addition to the fire bells.
 - (c) The Proposal for fitting revolving lamps with two-tone horns on fire appliances in addition to bells should be referred to the Indian Standards Institution for being considered by their relevant Committee.

Reference : Page 9 of the minutes of the 14th meeting of S.F.A.C.

Paint for Fire Fighting Appliances

7. In view of the difficulty in procuring 'Fire Red' Shade No. 536, the Bureau of Indian Standards proposed its replacement with Shade No.538 Post Office Red. This was discussed at length at the 25th meeting. The Council finally recommended that both shades should be permitted.

Reference : Page 8 of the minutes of the 25th meeting of S.F.A.C.

8. EQUIPMENT (PROCUREMENT)

Consumer should have opportunity to scrutinise tenders

1. At their second meeting, the Committee requested that the consumer should have the opportunity to scrutinise the tenders in offer his comments and also to inspect the equipment as far as possible.

Reference : Page 17 of the minutes of the Second Meeting of S.F.A.C.

Purchase of Equipment through the Directorate General Supplies & Disposals

2. This subject came up for discussion at the ninth meeting. It was pointed out that the Ministry of Home Affairs had given an option to purchase the equipment either through the Directorate General Supplies and Disposals or through local purchasing agencies. The object in processing the whole case through the former was that it would enable the manufacturers to give greater consideration in respect of prices, standard, etc., if items were obtained in bulk. If, however, the local authorities felt that they could get the equipment sooner through their own purchasing agencies, the option was left to them by the Ministry of Home Affairs.

Reference : Page 5 of the minutes of the ninth meeting of S.F.A.C.

Consultation with the S.F.A.C. Member of Concerned State

3. It was decided at the twelfth meeting that in future the States would be consulted in regard to the type of the priming system and other ancillaries required by them and efforts would be made to meet their requirements to the extent possible, bearing in mind the need for economy

Reference : Page 6 of the minutes of the twelfth meeting of S.F.A.C.

Complaint about the equipment Supplied through Directorate General Supplies and Disposals

4. At the thirteenth meeting, several members complained about the fire fighting equipment supplied through the Directorate General Supplies and Disposals, which they said, did not come up to the required standards from operational point of view. It was, however, felt that since the was now to be associated with the functional tests before acceptance, that would solve most difficulties and would go a long way in satisfying their needs.

Reference : Page 5 of the minutes of the thirteenth meeting of S.F.A.C.

Procurement of breathing Apparatus

5. The Committee recommended at the 14th meeting that breathing apparatus of the compressed air type should be provided for the fire services:

Reference : Page 23 of the minutes of the 14th meeting of S.F.A.C.

Procurement of Equipments - Norms for Procurement to be Standardised

6. Difficulties in procurement of quality equipment in the States were discussed at the 25th meeting. The Council recommended that it would be desirable if every State/Union Territory could have a purchase committee comprising the Secretary concerned with the fire service, Director/Chief Fire Officer and a representative of the State's Industries Deptt. The Council also recommended that wherever there were a Bureau of Indian Standards (B.I.S.) Specifications (I.S.S.), the items to be purchased should conform to those specifications.

Reference : Page 8 of the minutes of the 25th meeting of S.F.A.C.

9. EQUIPMENT (MAXIMUM LIFE)

Annual Depreciation on Fire Brigade/Equipment

- 1 This subject first came up before the committee at the fifth meeting and then again at the sixth meeting, but was deferred both times for want of sufficient data. It was finalised at the eighth meeting. The Committee recommended as follows:—

The equipment should be classified into 6 categories and the normal life, annual depreciation and residual value fixed for equipment in each category as shown in Appendix '9-A'.

- References :
1. Page 7 of the minutes of the fifth meeting of S.F.A.C.
 2. Page 6 of the minutes of the sixth meeting of S.F.A.C.
 3. Pages 9 and 10 of the minutes of the eighth meeting of S.F.A.C.

10. EQUIPMENT (SUITABILITY)

Provision of Water Sprayers, Foam Pourers, etc. for Naptha Storage Tanks

1. Suitability of water sprayers, foam pourers, etc. for Naptha Storage Tanks was considered at the 21st meeting. The Committee was of the view that if such equipment was properly designed and engineered it should serve the desired purpose for which it is intended. Such installations were considered essential in the interest of Safety.

Reference: 1. Page 7 of the minutes of the 21st meeting of S.F.A.C.

11. PERSONNEL

Manpower Requirements

1. The manpower requirements for fire stations were considered at the sixth meeting. It was felt that the requirements varied according to the types of fire fighting appliances to be manned, the number of fire engines at the station, the duty system - continuous or shift duty and the extent of other duties, like inspection of hydrant and water resources, testing of fire-alarms and the type of communication system at a place. Based on those factors, the Committee recommended the following strength :-

(a) Station Officers and Sub-Officers

The scale of Station Officers and Sub-officers at Stations should be as under :-

Size of Station	Strength of Officers
1. Pumps Station	1 Station Officer or 1 Sub-Officer
2. Pumps Station	1 Stn. Officer & 1 Sub-Officer
3. Pumps Station	1 Stn. Officer & 2 Sub-Officers
4. Pumps Station	2 Stn. Officers & 2 Sub-Officers
5. Pumps Station	2 Stn. Officers & 3 Sub-Officers
6. Pumps Station	2 Stn. Officers & 4 Sub-Officers

Note 1 : Where the extent of fire risk may justify Sub-Officers may be replaced by Station Officers.

Note 2 : Reserve Staff :-

- (a) A 50 per cent reserve of total staff of Station Officers and Sub-Officers on duty, to be provided for periodical relief to enable the officers to avail 24 hours off after every 48 hours on duty.
- (b) A 10 per cent of the total staff on duty and periodical relief to be provided as training reserve.
- (c) A leave reserve of 15 per cent on the total staff on duty, periodical relief and training reserve to be provided as replacement for all types of leave.

(b) Leading Fireman

There should be one Leading Fireman per fire appliance and one for station and outdoor duties at all times.

(c) Drivers/Operators

One Driver/Operator per motor vehicle plus a duty reserve which will ensure the following minimum number to be provided at each station :-

No. of Motor vehicles at the station	No. of Drivers/ operators
1	2
2	3
3	4
4	6
5	7
6	9

(d) Firemen

The scale of Firemen will be six per fire appliance apart from one fireman for fire-alarm duties, two firemen for hydrant and water resources inspection and one fireman for despatch duties per station.

Note 1: There should be a reserve of 25 per cent of the total number of leading Firemen, Drivers/Operators and Firemen worked out according to the above scale to serve as Training Reserve and Leave Reserve of all types.

Note 2: Where two shift system is in vogue, the number of Leading Firemen, Drivers/Operators and Firemen will be double.

Note 3: Where three shift system is in vogue, the number of Leading Firemen, Drivers/Operators and Firemen will be three times the scale mentioned above.

(e) **Watch Room Operators**

Four watch room operators for each station to be provided, one to be on duty for every 8 hours and the fourth man to be spared for relief work. In addition, an overall reserve of 25% for the service as a whole to be provided.

(f) **Clerks**

Where the station functions as an independent unit and has its own cash and store work, one clerk may be provided.

(g) **Sweepers**

This class of employees should be provided at the scale of one per 5000 sq.ft. of covered area and one per 7000 sq. ft. of open area, subject to a minimum of one at each station.

(h) **Gardeners**

one gardener for every half acre of land required to be maintained at a garden.

At places having more than one station where headquarters of city fire brigades exists, the staff required should vary from place to place depending on the strength of the crew. The following general observations may serve as a guide :-

Officers: The scale of officers with relation to their responsibility or command should be fixed as per recommendations made by this Committee under item No. 10 of its 4th meeting held in March, 1958. It is however considered necessary that there should be an Equipment Officer of the rank of Divisional Officer, Assistant Divisional officer, Station Officer or Sub-Officer, depending upon the size of the Brigade.

Training Staff: A minimum of one Station Officer, one Sub-Officer, one Driver/Operator and six firemen should be provided if there is a full fledged training school attached to the service.

Ministerial staff: A Storekeeper, a Cashier, a Stenographer and an Accountant must be provided for the Fire Service. However, where considered necessary assistants should be provided as per actual requirements.

Headquarters/Control Room: A Mobilising Officer holding a rank from a Divisional Officer to a Sub-officer depending on the size of the Fire service should be provided to hold charge of the Control Room. In addition, an adequate number of watch room operators working on three shift system should be provided.

Fire Aides: One Fireman Aide for each Officer above the rank of Station Officer should be provided
Office Orderlies : These requirements for offices should be worked out separately as per scales laid down.

General: In addition to above, the staff required for maintenance of hose, for arranging supply of water for fire fighting and for fire prevention work should be engaged as per actual requirements.

The scale of staff required for manning the Fire service Workshop would depend on the size of the Service and the number of motor vehicles and fire appliances and therefore will have to be worked out separately. The Committee would have no objection to work out these details in one of their subsequent meetings.

Reference : Pages 12 to 15 of the minutes of the sixth meeting of S.F.A.C.

Duty Systems

2. It was decided to leave it to the individual States/Fire Authorities to take a decision regarding the duty system to be followed in their respective fire services.

Reference : Page 9 of the minutes of the 14th meeting of S.F.A.C.

Physical Assessment Tests

3. A sub-committee was constituted at the 19th meeting to examine the 'physical assessment tests for fire services'. Its report is given at Appendix '11-G' to this compendium.

4. The Sub-committee's recommendations were accepted by the Committee with the following changes.
 - (i) Height of the recruits may be specified from 5'-3" (157.5 cms) upwards.
 - (ii) Test for colour blindness should be introduced at the time of recruitment.
 - (iii) Periodicity for assessment tests may be prescribed as "preferably six-monthly".
 - (iv) Where personnel from different establishment are to be taken over by another Fire Authority, provision should be made that only those persons who are physically fit in accordance with standard recommended by the Sub-committee should be absorbed.
- Reference : Pages 7 and 8 of the minutes of the 19th meeting of S.F.A.C.

Qualifications for Various Ranks

5. Prescription of qualifications for the various ranks in the services was considered at the third meeting. The recommendations of the committee are given at Appendix "11-A" to this compendium.
Reference : Pages 5 to 9 of the minutes of the third meeting of S.F.A.C.
6. While considering the designations of Fire Officers at the fourth meeting, the Committee also recommended that the qualification prescribed for appointment should be to the various ranks and not for the designations or posts held.
Reference : Pages 12 of the minutes of the fourth meeting of S.F.A.C.

Recruitment Rules

7. Draft recruitment rules for the various ranks in the Fire Services were first taken up for consideration at the sixth meeting, but a decision on those was postponed.
8. The draft rules were reconsidered at the seventh meeting and finalised, Committees recommendations are given at Appendix "11-B" to this compendium.
9. Syllabuses under Draft Rules for examination for promotions in Fire Services in India are given at Appendix "11-C" to this compendium, to give broad outlines, for laying the standards or for framing the rules in respect of examinations, and promotions according to local conditions.

Three-Tier Entry into the Fire Service

10. It was recommended at the 21st meeting that for direct entry into fire services in the rank of Divisional Officer, the B.E. (Fire Engg.) course should be prescribed as the essential technical qualification.
Reference : Page 9 of the minutes of the 21st meeting of S.F.A.C.

Direct Recruitment of B.E. (Fire Engg.) Graduates

11. The question of employment of B.E. (Fire Engg.) graduates was again raised at the 23rd meeting of the Committee. The chairman was of the view those graduates should normally be eligible for employment at Asstt. Divisional Officer's level.
Reference : Page 8 of the minutes of the 23rd meeting of S.F.A.C.
12. While considering another item on the agenda of the 23rd meeting, the Chairman reiterated the view expressed by him earlier and said that since B.E. (Fire Engg.) is a regular three and a half years Degree course, it has to be ensured that these graduates in Fire Engineering are placed in positions at par with those which are offered to other Engineering Graduates.
Reference : Page 11 of the minutes of the 23rd meeting of S.F.A.C.
13. The urgency of amendment to Recruitment Rules for Fire Services in States/Ministries, in view of the availability of fully qualified B.E. (Fire Engg.) Graduates for employment at suitable levels, was emphasised by the Chairman at the 24th meeting. He suggested that since these young Graduates need to acquire practical operational experience which is important for employment in regular fire services, consideration may be given for absorbing them at the Station Officers level initially.

Reference : Page 10 of the minutes of the 24th meeting of S.F.A.C.

14. While considering another agenda item on employment of B.E. (Fire Engg.) Graduates at the 24th meeting, the Chairman called upon members to persuade their respective administrative authorities to get the Recruitment Rules amended early so as to include B.E. (Fire Engg.) qualification also for posts under the 'Fire' Discipline.

Reference : Page 16 of the minutes of the 24th meeting of S.F.A.C.

Duties of various Ranks in the Fire Services

15. The standardisation of duties of various ranks in the Fire Services was first taken up at the fifth meeting, but was deferred for want of full information regarding the prevalent duties in various State Fire Services.
16. This was considered again at the ninth meeting and the duties are given at Appendix "11-E" to this Compendium.

Retirement Age and Pensionary Benefits

17. This was discussed at the twelfth meeting. Considering the very arduous and hazardous conditions of service, the Committee recommended that full pensionary benefits should be awarded to members of the Fire Services on the following basis :-

Sl. No.	Rank	Service
1.	All ranks up to Sub-Officers (Excluding Telephone Operators	20 years
2.	Station Officers	25 years
3.	Gazetted Officers	Normal rules

Reference : Page 12 of the minutes of the twelfth meeting of S.F.A.C.

Welfare

18. The Committee took up for consideration the question of compensation to the personnel of Fire Services in case of injury, disability or death at the third meeting. Their recommendations are given at Appendix "11-F".
19. While making these recommendations, the Member representing the Railway had some reservations. According to him, the conditions that could prevail at fire operations of industrial fire establishments, such as Railways, could not be as severe as those with State Fire Service who had to handle all varieties of fire situations. There was also the necessity for uniform service conditions for the different cadres of an Establishment in the interest of Labour-Administration relation and such liberal compensation provision would be difficult for railways, etc. to arrange.

Reference : Page 10 of the minutes of the third meeting of S.F.A.C.

Benevolent Fund - Use for Awards and Cash Grants

20. The Committee was of the opinion that awards and cash grants for any outstanding work done by members of the fire service should not be made out of the benevolent fund and that such awards should be given out of normal budget allotment for the fire services.

Reference : Page 12 of the minutes of the 15th meeting of S.F.A.C.

Compulsory Accident Benefit for Firemen and Insurance Cover for Fire Service Personnel

21. The Committee decided at the 16th meeting, to recommend, to the State Governments that considering the hazardous nature of duties of fire service personnel, it is necessary that adequate compensation should be provided for them and their families in case of injury or loss of life.

Reference : Page 5 of the minutes of the 16th meeting of S.F.A.C.

Accident Victims

22. It was agreed at the 28th meeting to recommend provision of pensionary benefits to the families of those killed in active service and those who were invalidated. It was decided to recommend that the State Govts./UT Administrations should make a provision for such pensionary benefits in the service rules for their respective fire service personnels.

Reference : Item No. 33 of the minutes of the 28th meeting of S.F.A.C page no. 9.

Provision of Rent-free Accommodation

23. This subject came up for discussion at the 23rd meeting of the Council. The Council was of the view that, considering the nature of duties to be performed by members of the fire services, it was essential that rent-free accommodation should be provided for all members of the service at the fire station premises.

Reference : Page 11 of the minutes of the 23rd meeting of S.F.A.C.

Living Accommodation on the premise

24. It was recommended by the Committee at the Seventh Meeting that suitable rent-free quarters should be provided to all ranks of the services on the premises of a Fire station and that if that could not be possible, suitable arrangement should be made to provide them rent-free accommodation in the locality neighbouring a Fire station. This was considered necessary in view of the fact that it was essential that the members of the Fire services were available at all times.

Reference : Page 12 of the minutes of the seventh meeting of S.F.A.C.

Trade Union Activities

25. With a view to maintain the efficiency of the Fire Services which had a very specialised role to perform, the question of prohibiting the members of these services from taking part in Trade Union Activities was first considered at the seventh meeting of the Committee.
26. The members were of the view that it was essential that members of the Fire Services should not be affected by Trade Union Activities and that the Fire Services should be considered on the same lines as Police or other essential services. They, however, agreed that there would be no objection if some sort of staff council was established to look after the welfare and general problems of the members of the Fire Service.
27. The question was again raised at the eighth meeting when the chairman informed the members that the Ministry of Home Affairs had already communicated views of the Committee to the State Governments and if this had not been done, he would ensure that necessary action was taken.
28. The topic came up for discussion again at the ninth meeting when it was indicated that this could possibly be done by the State Governments themselves and suggested that the matter might be examined locally and if these difficulties were still experienced, other solutions could be considered.
29. Once again, this was discussed at the eleventh-meeting under the heading "Formation of Associations, Unions, etc. for the Fire services". The committee was on the view that even if the Association, Unions, etc. were formed, which could not be refused under the law, it should be for specific purposes beneficial to the members of the Associations or the Unions, but in any case it should not be controlled by outside agencies or attached to- a political organization. They were further of the view that Associations or Unions could be formed for the specific purpose but the members should be precluded from participation in strike for whatever reason. Each of the services should have a Staff council for which general terms and conditions should be prescribed which should be followed uniformly throughout the country. The rules of recognition should be based on the present rules of recognition framed by the Bombay Municipal Corporation.

Reference : 1. page 7 of the minutes of the seventh meeting of S.F.A.C.
2. page 6 of the minutes of the eighth meeting of S.F.A.C.
3. page 4 of the minutes of the ninth meeting of S.F.A.C.
4. page 9 of the minutes of the eleventh meeting of S.F.A.C.

30. The question of putting a ban on Trade Union Activities in fire services was again discussed at the 28th meeting. It was generally agreed that the Union Activities were not conducive to functioning of a Uniform service like the 'fire service'.

Reference : Item No. 27 of the minutes of the 28th meeting of S.F.A.C. - Page No.8

Declaring the Fire Services "Essential Services"

31. 'Trade Union Activities' in the fire service was again considered at the 14th meeting of the Committee. The Committee recommended that the fire services, whether run by Governments, local bodies or industrial undertakings, should be declared 'essential services' and that their right to resort to strike should be taken away from them.

Reference : Page 10 of the minutes of the 14th meeting of S.F.A.C.

The Council recommended at the 25th meeting that fire services should be declared 'essential services' because this would definitely improve the efficiency and discipline amongst personnel of the fire services.

Reference : Page 10 of the minutes of the 25th meeting of S.F.A.C.

12. APPOINTMENT OF A COMMISSION FOR FIRE SERVICES

1. The Committee decided, at the 21st meeting, to recommend to the Government of India that a Commission should be appointed for looking into the Organisation and Conditions of Service of fire fighting personnel all over the country and to recommend way and means of improving them.

Reference : Page 13 of the minutes of the 21st meeting of S.F.A.

13. RANKS UNIFORM AND RANK MARKINGS

1. The Standing Fire Advisory Committee considered standardisation of uniform clothing, ranks and badges of rank at their first meeting, held at New Delhi from the 9th to 11th February, 1956 and came to the conclusion that in view of the Fire Services in most of the States not being under State Control, it would be difficult to standardise these

Reference : Page 7 of the minutes of the first meeting of S.F.A.C.

Ranks

2. The committee, at their second meeting, held at the National Fire Service college, Rampur, from 3rd to 6th July, 1956, recommend the various ranks for adoption for fire services throughout the country These are given at Appendix "13-A"
3. The committee considered these further at their fourth meeting, held at New Delhi on 3rd and 4th March, 1958 and modified their recommendations, which are given at Appendix "13-B".

References : 1. Pages 12 and 13 of the minutes of the second meeting of S.F.A.C.
2. Pages 10 and 11 of the minutes of the fourth meeting of S.F.A.C.

Rank Markings

4. The Committee recommended the rank markings, for the various ranks recommended by them, at the second meeting. These were revised at the fourth meeting. The revised recommendations are given at Appendix "13-C".

References : 1. Pages 13 and 14 of the minutes of the second meeting of S.F.A.C.
2. Pages 10 and 11 of the minutes of the fourth meeting of S.F.A.C.

5. The question of adopting a five-pointed star in the cap badge, instead of the eight-pointed star, was considered at the fourth meeting and again at the fifth meeting, after making certain enquiries from the Defence Ministry, and it was decided to retain the eight-pointed star as proposed earlier.
6. The Committee recommended the inclusion of the State emblem in the cap badge for all Fire Service personnel at their sixth meeting.
7. The committee further recommended, at their twelfth meeting that the embroidered cap badge be replaced by a metal cap badge and the metal cap badge presently prescribed for Leading Firemen and below, should be used by all ranks upto Assistant Divisional Officer. They also recommended that for ranks of Divisional Officer and above, the same metal badge should have a wreath added to it.
8. The rank markings for fire helmets were proposed at the tenth meeting and were finalised at the twelfth meeting. The Committee's recommendations are given at Appendix "13-D".

References : 1. Pages 13 and 14 of the minutes of the second meeting of S.F.A.C.
2. Pages 3, 10 and 11 of the minutes of the fourth meeting of S.F.A.C.
3. Page 4 of the minutes of the fifth meeting of S.F.A.C.
4. Pages 3 and 4 of the minutes of the sixth meeting of S.F.A.C.
5. Page 9 of the minutes of the tenth meeting of S.F.A.C.
6. Pages 5 and 6 of the minutes of the twelfth meeting of S.F.A.C.

Wearing of State Emblem by Senior Fire Officers

9. 'Permitting the wearing of State Emblem by some Senior Fire Officers' was taken up by the Director of Fire service, Tamil Nadu at the 14th meeting of the Committee. A Sub-Committee was constituted who presented a report. It was decided to postpone the decision on the Sub-Committee's recommendations. The Secretary of the S.A.F.C. was directed to ascertain the views of members by correspondence and try to formulate a decision in consultation with the chairman.

Reference : Pages 7 and 8 of the minutes of the 14th meeting of S.F.A.C.

10. The matter again came up for consideration at the 16th meeting. It was decided that the existing badges of rank should be retained, but the Director of Fire Service in West Bengal, Tamil Nadu and Kerala, where the fire service had been established as a separate Department of the State Govt. with a profession of Head of Service, might be permitted to wear an additional small impeller as part of their shoulder-markings. It was also decided that the Deputy Director in those states might be permitted to wear the present badges of rank prescribed for the Director/Chief Fire Officer according to their seniority/responsibility.
- Reference : Page 5 of the minutes of the 16th meeting of S. F.A.C.

Uniform Clothing

11. The items of uniform clothing which should be issued to Fire Service personnel, the specification and pattern of each and the periodicity of issue were recommended by the Committee, at its fifth meeting. The recommendations are given at Appendix "13-E".
12. Khaki colour was recommended by the Committee while making the above recommendations, except for the headgear and tie which were to be Navy Blue. At the sixth meeting, the colour of socks was also changed to Navy Blue to bring it in line with the colour of headgear and tie. But, at the eighth meeting, the Committee recommended that the colour for headgear and socks may be khaki. The question of the colour for Fire Service uniform as a whole was, however, again discussed at the twelfth meeting and it was decided to leave this matter to each State to decide.
13. The "Dress Order" for various occasions and the draft Fire Service uniform rules were recommended by the Committee at the sixth and eighth meetings respectively. These recommendations are given at Appendices "13-F" and "13-G".
- References :
1. Pages 6 of the minutes of the fifth meeting of S.F.A.C.
 2. Pages 4 and 7 to 9 of the minutes of the sixth meeting of S.F.A.C.
 3. Page 6 and 11 of the minutes of the eighth meeting of S.F.A.C.
 4. Page 7 of the minutes of the twelfth meeting of S.F.A.C.

Uniformity in Wearing of Uniform by Fire Service Personnel

14. The Council recommended at the 23rd meeting that a circular letter be issued to all concerned with a view to ensuring uniformity in the matter of wearing of uniform by fire service personnel as per recommendations of the SFAC.
- Reference : Page 6 of the minutes of the 23rd meeting of S.F.A.C.

Amendments to Fire Service Uniform Rules

15. At the 14th meeting, the following amendments were recommended to the 'Fire Service Uniform Rules' (See Appendices "13-A" and "13-G" to this Compendium) :-
- (a) Gazetted Officers may be supplied Jodhpur pattern brown shoes and Jodhpur pattern brown boots in alternate years, the latter for being worn with working dress and the former for use on ceremonial occasions.
 - (b) They may be permitted to use bone buttons with their working dress so that the use of metal buttons may be restricted to ceremonial occasions as in the case of Police Officers.
16. It was also decided at the 14th meeting that the Member-Secretary should draw up a suitable scale for the issue of uniform to fire service personnel and circulate it to all members for comments before it is finalised.
- Reference : Pages 8 and 9 of the minutes of the 14th meeting of S.F.A.C.
17. It was decided to recommend at the 17th meeting to all Fire Authorities to adopt tucked in shirts in place of bush shirts for all ranks in the fire services. It was also decided to recommend that 'Fire tunic' should continue to be issued to all ranks.
- Reference : Page 6 of the minutes of the 17th meeting of S.F.A.C.

14. AWARDS

Introduction of Medals/Ribbons

1. The question of award of medals to the members of the Fire Service was taken up at the tenth meeting.
2. Members observed that the present system of common medals, viz. the Presidents' Police and Fire Service Medal and the Indian Police Medal issued to the Police and the Fire Services, should be split separately for the two services and the fire services should have distinctive medals of their own for gallantry, devotion to duty, long service, good conduct, etc., known as President's Fire Services Medal and the Indian Fire Services Medal, which should not be mixed with the Police Medals. The colour, shape, ribbon, etc., should also be different from those used for Indian Police Services. It was resolved that the Ministry of Home Affairs might consider this matter in consultation with the appropriate authority and rules framed for the same which could then be considered, by the Committee.
Reference : Page 10 of the minutes of the tenth meeting of S.F.A.C.
3. The medals for Fire Service personnel and Police Personnel were separated in the year 1975 on 29th May. The following medals have since been instituted for the Fire Service:
 - (i) President's Fire Service Medal for gallantry
 - (ii) President's Fire Service Medal for Distinguished Service.
 - (iii) Fire Service Medal for gallantry.
 - (iv) Fire Service Medal for meritorious Service.
4. A copy of the Statutes and Rules for the award of the Fire Service Medals is given at Appendix "14-A" to this Compendium. A copy of the proforma for recommending the award of these medals is given at Appendix "14-B".

Rules for Introduction of Long Service and Good Conduct Medals and other Medals in the Fire Services

5. This was taken up at the twelfth meeting. The Committee recommended that a special sub-committee be set up in Delhi to examine the whole question of award of medals to men of the Fire Services, both for gallantry and meritorious services on the one hand for long service and good conduct on the other.
Reference : Page 12 of the minutes of the twelfth meeting of S.F.A.C.
6. Institution of 'Long Service and Good Conduct' medals was again taken up at the 20th meeting. The Committee recommended institution of these medals for those fire service personnel who had a clean record of service on completion of 10, 15 and 25 years of service, because, in the opinion of the Committee, such medals would go a long way in improving the discipline, morale and efficiency of the fire services.
Reference : Page 12 of the minutes of the 20th meeting of S.F.A.C.
7. At the 22nd meeting, the council reiterated the recommendations made at the 20th meeting and initiated action for drafting Rules governing the grant of such medals.
Reference : Page 13 of the minutes of the 22nd meeting of S.F.A.C.

Publication of Particulars of Recipients of Fire Service Medals in the Quarterly Journal of the Institution of Fire Engineers (IFE) India

8. A proposal from the IFE (India) regarding publication of particulars of recipients of Fire Service Medals in the Quarterly Journal of IFE (India) was considered at the 25th meeting. The Council recommended that IFE (India) be furnished with such particulars alongwith Citations.
Reference : Page 9 of the minutes of the 25th meeting of S.F.A.C.

15. TRAINING AND EDUCATION

Drill Manual for the Fire Services in India

1. Consequent upon the decision of the Government of India to set up a National Fire Service College, it became necessary to lay down the various fire drills which could be taught at the College. It was also necessary to print a Drill Manual so that all Fire Services in the country would follow the same drills. This question was therefore taken up at the first meeting of the Committee. The first draft was prepared and was approved at that meeting and the drills laid down therein were introduced at the College. The draft was, however, modified in subsequent meetings and the Drill Manual for the Fire Services in India was finally printed in 1963. It may be obtained on payment from the Manager of Publication, Delhi.

References : 1. Page 2 of the minutes of the first meeting of S.F.A.C.
 2. Page 18 of the minutes of the second meeting of S.F.A.C.
 3. Page 2 of the minutes of the four meeting of S.F.A.C.
 4. Pages 5 and 6 of the minutes of the fifth meeting of S.F.A.C.

Booklet 'Save your Home from Fire'

2. Draft of a booklet entitled 'Save your Home from Fire', was considered at the first meeting of the committee and the text was generally approved with some modifications. The Committee had, however, recommended that since the booklet was intended for circulation to the general public and educational institutions, a fresh draft should be prepared, on the lines indicated by them, by entrusting the work to a person having experience in writing short stories, useful for general public and students. The booklet was subsequently revised and printed. Copies may be had on payment of RS.00.75 per copy from the Manager of Publications, Government of India, Delhi.

Reference : Page 8 of the minutes of the first meeting of S.F.A.C.

Booklet 'Fire Safety in Homes'

3. Draft of a booklet entitled 'Fire Safety in Homes' was proposed and a number of suggestions were made by the Committee at the first meeting. The Publication of that booklet was, however, dropped by the Ministry of Home Affairs later.

Reference : Pages 8 and 9 of the minutes of the first meeting of S.F.A.C.

Booklet 'Rescue Technique'

4. Draft of a booklet entitled 'Rescue Technique' was proposed at the first meeting of the Committee and consideration of its suitability, or otherwise, was postponed.
5. It again came up for consideration at the second meeting, when a number of suggestions were made and the title was changed to 'Elementary Rescue'.

References : 1. Page 9 of the minutes of the first meeting of S.F.A.C.
 2. Page 17 of the minutes of the second meeting of S.F.A.C.

Handbook on Fire Services in India

6. Draft of a Handbook on Fire Services in India was examined by the Committee at the sixth meeting and was recommended to be printed with certain modifications. The publication of the Handbook was, however, later dropped on the advice of the Chairman, SFAC.
7. The matter came up for discussion again at the tenth meeting, when the Committee felt that it was too early to think of having a Manual of that kind and deferred the matter. But, the need for a Handbook of that type was accepted by the Committee at the twelfth meeting and it was agreed to undertake its preparation after the Fire Adviser to the Ministry of Home Affairs had joined.

References : 1. Page 10 of the minutes of the sixth meeting of S.F.A.C.
 2. Page 10 of the minutes of the tenth meeting of S.F.A.C.
 3. Page 13 of the minutes of the twelfth meeting of S.F.A.C.

Booklet 'Elementary Fire Fighting and Fire Prevention'

8. Draft of a booklet entitled 'Elementary Fire Fighting and Fire Prevention' for the guidance of instructors who might have to give lectures to school children, was considered at the seventh meeting and it was decided that the Secretary of the Committee should revise it.
9. It again came up for consideration at the eighth meeting and it was decided to keep its publication in abeyance.

References : 1. Page 14 of the minutes of the seventh meeting of S.F.A.C.
 2. Page 8 of the minutes of the eighth meeting of S.F.A.C.

Publication of Directory of Fire Services of All India basis

10. At the 15th meeting, the Committee recommended that a Directory of Fire Services on All India basis should be prepared.

Reference : Page 12 of the minutes of the 15th meeting of S.F.A.C.

Films

11. The Committee recommended at the second meeting that documentary films might be prepared and that such films should be confined to the aspects of fire prevention for householders and first aid for everybody. They further suggested that documentary films should be produced for showing the elementary fire fighting operations for householders and also educating the public with regard to their co-operation with the Fire Services in the matter of keeping Fire hydrants, free from any obstruction or misuse, giving the 'right of way' to Fire Fighting Vehicles while attending the calls, keeping note of nearest fire alarm, telephone or fire station with the telephone number of the fire service, etc.

12. A film entitled 'Fire Prevention for House-holders' has been prepared on those lines and is being exhibited during the 'Fire Prevention Week/Fire Services Day' every year.

Reference : Page 15 of the minutes of the second meeting of S.F.A.C.

13. The Committee recommended at the fourth meeting that dubbing of the documentary film in Regional languages may be considered.

Reference : Page 5 of the minutes of the fourth meeting of S.F.A.C.

Institution of Fire Engineers, India

14. The question of formation of an Indian Institute of Fire Engineers was mooted at the fifth meeting by the Joint Secretary, Ministry of Home Affairs in his inaugural address. A sub-committee was appointed to draw up the draft constitution, articles and bye-laws for the proposed Institute.

15. The report of the Sub-committee, alongwith the draft prepared by them, were considered at the sixth meeting, when it was decided to recommend those to the Govt. of India.

16. Members were informed by the Chairman at the eighth meeting that the setting up of the Institution of Fire Protection Engineers, as envisaged by the Ad-hoc Committee and recommended by the members of the SFAC, was acceptable in principle to the Ministry of Home Affairs, but steps to set it up, should be taken by the members themselves. It was felt by the Ministry that the body was basically a professional organisation on the lines of Institute of Mechanical and Electrical Engineers and that it should be run by the representatives connected with fire fighting in the country. After the organisation was set up and started functioning, it could then submit proposals for any financial assistance that it might require from the Government of India or the State Governments and that would be considered at the appropriate time. The Chairman hoped that in view of that, the members who had suggested the formation of that body would take steps accordingly and that body when established, would receive the 'blessings of all concerned' in that respect.

17. The formation of the Institution of Fire Engineers was revived at the twelfth meeting, when it was recommended that a Special Sub-committee be set up in Delhi to examine the question of its formation.

18. Once again, it came up for discussion at the thirteenth meeting when it was postponed because of the short notice to members.

References : 1. Page 7 of the minutes of the fifth meeting of S.F.A.C.

2. Page 5 of the minutes of the sixth meeting of S.F.A.C.
3. Page 4 of the minutes of the eighth meeting of S.F.A.C.
4. Page 13 of the minutes of the twelfth meeting of S.F.A.C.
5. Page 10 of the minutes of the thirteenth meeting of S.F.A.C.

NOTE : The Institution of Fire Engineers (India) was established on 13th Feb., 1973 by some Senior Fire-Officers. The Institution conducts professional examinations and its membership is recognised for appointment to various posts in the fire services.

Institution of Fire Engineering Training-cum-Research Trust

19. The Council recommended at the 23rd meeting that immediate steps be taken for starting a 'Fire Service Training-cum-Research Trust' in the country to help promote higher training facilities in the field of Fire Engineering, both within the country as well as outside for deserving candidates in the Fire Engineering Discipline. A working group was set up to work out details. It was decided to include a representative of 'Fire Fighting Equipment Manufacturers' Association in the working group.

Reference : Page 13 of the minutes of the 23rd meeting of S.F.A.C.

Deputation of Fire Officers abroad under Technical Aid Programmes

20. The question of deputation of Fire Officers abroad under Technical Aid Programmes was taken up at the sixth meeting. The members observed that it was essential that Fire Officers of the country were kept abreast of modern developments in the techniques of fire fighting and fire prevention applicable to special risks. To achieve that, it was necessary that sufficient experienced officers of the Fire Services from different parts of the country, were deputed to countries that were more advanced in the field of Fire Engineering to learn new techniques in the field, so that the fire fighting potential of the country could be developed and improved upon to meet the varying demands made on it, as a result of industrialisation.
21. The Committee recommended that the Ministry of Home Affairs should give serious consideration to that and take early steps to implement the same.
22. The matter came up for discussion again at the ninth meeting when it was felt that any officer to be deputed under the Technical Aid Programme should not be required to undergo training of the courses run at the U. K. Fire Service College or such other short courses elsewhere, since such type of training could be conveniently had in the Training Institutions available in the country. The members were unanimously of the opinion that only very senior Fire-Officers of the country, preferably of the ranks of Deputies and above, of the Fire Services, should be deputed to go to more advanced countries for a duration of 8 to 10 weeks to enable them to study advanced methods and techniques in Fire Prevention and Extinction and Fire Engineering by having short attachments at different Training Institutions in the Fire Service field and major Fire Services, as also paying visits to important industrial undertakings, so as to enable them to learn the modern developments and new techniques in those fields. That would, in general, bring about the development of Indian Fire Services on proper and efficient lines, thus bringing an overall improvement in those services.

References : 1. Pages 17 and 18 of the minutes of the sixth meeting of S.F.A.C.
2. Page 5 of the minutes of the ninth meeting of S.F.A.C.

Study Tours of Officers of the Fire Services

23. This question was taken up for consideration at the thirteenth meeting. It was generally agreed that such visits were highly desirable, but that such visits might be for the present restricted to officers of the ranks of Divisional Officers and above.

Reference : Page 12 of the minutes of the thirteen meeting of S.F.A.C.

Use of Camera

24. The committee recommended at the eleventh meeting that each Fire Service should be equipped with cameras to take photographs of actual fires which would prove of much value for instructional and operational purposes.

Reference : Page 10 of the minutes of the 11th meeting of S.F.A.C.

25. It was decided to recommend at the 28th meeting that all fire departments should procure Video Camera alongwith one TV and VCR/VCP for analysis of fire incident and upgrading training in fire protection.

Reference : Item NO.30 of the Minutes of 28th meeting of S.F.A.C. - Page no. 8.

Training at the National Fire Service College

26. The Committee made the following recommendations in respect of training at the National Fire Service College at various meetings :-

Fourth Meeting

- (a) A separate syllabus should be prepared for Elementary course in fire fighting for the ranks of Firemen and Leading Firemen by the Commandant, National Fire Service College, for being followed at State Training Schools wherever these are in existence.
- (b) Sub-Officers' Course, as conducted at the College, might be conducted at State Training Schools also and States having their own Schools might be requested by the Ministry of Home Affairs to accept trainees from outside their services and states as far as possible.
- (c) Training Schools, wherever they were in existence, at that time and those which were likely to be started in future, should be affiliated to the National Fire Service College by satisfying certain basic condition to be laid down in respect of staff, equipment, training facilities, etc.
- (d) There should be only one Fire Prevention Course covering general aspects of Fire-Prevention, instead of two and the same should be open only to those who had a minimum of 5 years' experience in Fire Service and had pass Matriculation or equivalent examination.

Sixth Meeting

- (a) Training in motor driving should not be introduced at the National Fire Service College.
- (b) The syllabus, as prepared by the Commandant National Fire Service College, for candidates belonging to the industrial establishments who serve in the safety and fire security services was approved by the Committee. Copies of the syllabus may be had on application from the Director of the College.
- (c) Question papers for various courses conducted at the College may be set by outside Fire Officers as also outside Fire Officers should be invited to examine and assess all papers and for conducting practical examinations viva-voice tests, etc. with Commandant of the College being the Chairman of such Board.
- (d) Members desired that all details of courses, including precis, standard of training, copies of examination papers, mode of examination, etc. followed at the College be made known to them. It was decided that members should put up their own suggestions in that matter and also state where the standards of the various courses were not clear as stated in the syllabus. Those could, if necessary, be considered at a subsequent meeting.

Seventh Meeting

- (a) The question of extending the Sub-Officers Course was considered. The members felt that if the course had to be extended, it would be more in the interest of the trainees to give them additional practical training by attachment with a Regular Fire Brigade rather than increasing theoretical course at the National Fire Service College and suggested that the Commandant might consider that and submit further proposals.
- (b) It was proposed to extend the duration of the Divisional and Assistant Divisional Officers' Course and the General Prevention Course at the National Fire Service College. Members indicated that they had no objection to the extension of those two courses to 16 weeks and left the matter to be finally decided by the Commandant of the College and the Ministry of Home Affairs.
- (c) Members felt that they were not satisfied with the working and methods of imparting training at the College and opined that quite a lot of misunderstanding could be removed if they could be taken into confidence and their assistance sought. That, they felt, could be achieved by the establishment of a Standing Sub-Committee for improvements at the College and unanimously decided that S/Shri M.J.B. Maneckji, M.G. Pradhan, S.K.Bose, A.B. Advani and Mohinder Singh should constitute the Sub-Committee.

- (d) The Chairman informed the members that the time had come for having a permanent site for the College. He was of the view that for the Institution to expand and fulfill its role, it was necessary that it was established close to an established Fire-Service. He felt that if suitable sites were not available in Mumbai, Calcutta, Chennai etc. some other alternatives should be considered. He felt it was no use making 'makeshift' arrangements at that time and felt that in view of the growing importance a suitable site if necessary in proximity of Delhi might be considered and new buildings built, and if grants were not available, we should consider that in the next plan period. The members endorsed the views of the Chairman.

Eighth Meeting

- (a) The Standing Sub-Committee on training (see under seventh meeting) was enlarged and S/Shri P.N. Mehrotra and S.G. Vengsarkar were included in it.

Ninth Meeting

- (a) The question of physical fitness of candidates sponsored by the State Governments, etc. for training at the College was considered. It was felt that to adopt the practice that was followed in the Armed Forces, might not be completely suitable in respect of fire fighting personnel and decided to retain the standards that had already been prescribed. In the case of National Fire Service College, it was brought to the notice of the Committee that Commandant had the powers to relax conditions in suitable cases.
- (b) A Sub-Committee, comprising of S/Shri Pradhan, Lakhani and Advani was appointed to visit the States/Training Centre at Allahabad and to submit a report. The Chairman also requested all members that a note on the Fire Service in their State, regarding Legislation, Service conditions, etc. might be sent to the Commandant the College so that he might be in a position to pass that to the States who might require to collect such information.

Tenth Meeting

- (a) The Sub-Committee, appointed at the ninth meeting, to visit the State Fire Service Training to study the training course being imparted. The committee felt that with certain changes, it could be developed into a Regional Training Centre for those States within the region, who desired to send their people for training as they might not have facilities of their own for that purpose.
- (b) The Committee realised that there was need for setting up Regional Training Centres in the country and desired that the Government of India might examine that question, Members, however, observed that if the Ministry of Home Affairs could not set up such Regional Centres, it should at least explore the possibility for utilising the State Training Centre for that purpose.

Eleventh Meeting

- (a) The proposal to extend the duration of the Special Course for personnel from industrial establishments from six weeks to eight weeks was approved.
- (b) The Director, National Fire Service College was requested to send a complete set of precis, syllabus etc., of the courses run at the College to all members for their information.
- (c) There was no need to change the procedure in vogue for consideration of standards for admission to the two special courses conducted at the College, viz. the Police Officers' Course and the Industrial Officers' Course.

Twelfth Meeting

- (a) Industrial and Police Officers' courses should be shortened by one week and their visit to industrial establishments should be confined to Nagpur.
- (b) The qualifications recommended for those who sought admission to Divisional and Assistant Divisional Officers' Course at the College are given at Appendix '15-A'.
- (c) 25 marks out of total of 50 marks be allotted for practical work and maintenance of appliances and equipments on the Sub-Officers' Course at the College.
- (d) An Advisory Panel be set up for the College, consisting of Fire Adviser to the Ministry of Home Affairs and few Fire Chiefs of States.

- (e) The revision of syllabus and courses conducted at the College should be considered by the Advisory Board when set up.
- (f) The attachment forming part of course at the College should be adjusted as under :
 - (i) Sub-Officer's Course - Should be reduced to four weeks for both direct entrant and departmental candidates.
 - (ii) Station Officers' Course & Divisional and Asstt. Divisional Officers' Course - Should be limited to ten days only.
- (g) National Fire Service College should progressively shed the Sub-Officers' Course, and possibly the Station officers' Course, and concentrate on higher professional courses.
- (h) Some of the State Fire Training Centres should be converted into Regional Training Centres capable of running Sub-Officers' Course for the Region.

Thirteenth Meeting

- (a) There was obviously the need for additional temporary duty or daily allowance to people who came for training, as was the normal practice and this was a matter that the State Governments should take up with their Municipalities.
- (b) The Director of the College agreed to examine the possibility of improving the quality of food served to trainees at the College.
- (c) It was decided that there should be Regional Fire Training Centres on a zonal basis for training personnel upto Sub-Officers' grade.
- (d) The training at Regional Centres should continue to be imparted in English.
- (e) States concerned in each Zone should open Regional Centres with one fifth seats for themselves and four-fifths for other neighbouring States within their zones at the discretion of the Centre. For that the Centre might perhaps consider subsidy for trainee to a reasonable extent as also for the teaching staff and specialised equipment required specifically for that training.
- (f) The principle of direct entry to Station Officers' course was generally accepted by all, but members desired to study the syllabus put up by the Director in detail. It was decided to entrust that work to a Sub-Committee and to circulate its findings to members.
- (g) The Committee felt that the time had now come to have a permanent site for the National Fire Service College because at that time what existed was more or less on an improvised basis and totally inadequate for the required expansion.
- (h) Both the Colleges, viz. the National Civil Defence College and the National Fire Service College should be located on the same site (campus) and have common facilities like cinema halls, playing fields, hostels, messing, etc. which would be more economical and yet more effective.

- References :**
1. Pages 9 and 10 of the minutes of the fourth meeting of S.F.A.C.
 2. Pages 6, 7, 11 to 14 and 10 to 18 of the minutes of the sixth meeting of S.F.A.C.
 3. Pages 9, 20 and 21 of the minute of the seventh meeting of S.F.A.C.
 4. Page 10 of the minutes of the 8th meeting of S.F.A.C.
 5. Pages 7 & 9 of the minutes of the 9th meeting of S.F.A.C.
 6. Pages 7 & 8 of the minutes of the 10th meeting of S.F.A.C.
 7. Page 7 & 9 of the minutes of the 11th meeting of S.F.A.C.
 8. Pages 7 to 10 of the minutes of th 12th meeting of S.F.A.C.
 9. Pages 7, 8 and 11 of the minutes of the 13th meeting of S.F.A.C.

Twenty eighth Meeting

- (a) It was resolved that courses for non-professional fire personnel such as fire prevention course for factory Inspectors elementary fire fighting training for volunteers etc. for short duration should be discontinued at NFSC, Nagpur and these courses be conducted by Regional Training Centres.
- (b) Committee recommended that 8 Regional Training Centres be set up in the country. The training requirements for firemen on initial recruitment be met by these training centres. It was further agreed that firemen be deployed on operational duties only after completion of training in basic fire fighting either at Regional Training centres or at the training centre already existing in State Fire Services/Central Govt. Department Fire Services.

- Reference :** Item No.20 & 21 of Minutes of 28th meeting of S.F.A.C.

Setting up of Regional Training Centres - page No.6 & 7

27. While examining the follow up action on Setting up of Regional Training Centres, at the 14th meeting, the Director, National Fire Service College asserted that we could meet the training requirements of all States in so far as the Sub-Officers' course was concerned. The Committee recommended the following further action in the matter :-
- (a) All States/Central Ministries should intimate their requirements of seats on the Sub-Officer's Course at the college. They may be requested to do so for at least the current year and the next year.
 - (b) The Director, National Fire Service College should then state if he can meet the requirements.
 - (c) The opening of Regional Training centres may be pursued only if the College is unable to meet the training requirements.

Reference : Page 6 of the minutes of the 14th meeting of S.F.A.C.

Amendment to the syllabus for the Divisional Officer's Course at National Fire Service College

28. The Committee recommended at the 14th meeting that the Advisory Board of the College may consider induction of an additional paper, or at least part of a paper, in the Divisional Officer's course examination to cover 'departmental enquiries' and that more attention be paid for teaching this subject.

Reference : Page 18 of the minutes of the 14th meeting of S.F.A.C.

Introduction of compulsory First-Aid Fire Fighting Training in Higher Secondary Classes in Schools

29. The Committee recommended at the 14th meeting that Compulsory Training in first-aid fire fighting be introduced at the higher Secondary level in Schools and that this subject may be taught alongwith regular courses for at least one period in a week. The committee further recommended that the subject 'First-aid Fire Fighting' should include operation of first-aid fire fighting equipments, such as extinguishers and sand water buckets and first aid treatment of burn injuries as well as escape from fire in cases where the normal means of escape is blocked. The Committee suggested that, for this purpose, schools and colleges may contact the local Fire officer for advice and guidance in drawing up syllabus of training and the method of imparting the instructions. It would also be useful to train members of the teaching staff regularly in first-aid fire fighting so that they could in turn impart instructions to the students.

Reference : Pages 18 and 44 of the minutes of the 14th meeting of S.F.A.C.

Recognition of Courses conducted at the Ministry of Defence Institute of Fire Research

30. This proposal was considered at the 14th meeting. The Committee was of the view that the existing courses at the Ministry of Defence Institute of Fire Research are primarily lower than the Sub-Officer's Course at N.F.S.C. However, a decision on this subject may be taken only after the question of opening or recognising Regional Training Centres for the Sub-Officer's Course has been examined and more data is available.

References : Pages 19 and 48 of the minutes of the 14th meeting of S.F.A.C.

Delegation of Power to the Director, N.F.S.C. to Condone the Deficiencies in Qualifications for Admission to various Courses at the College

31. The proposal was considered at the 14th meeting. The Committee recommended that each case should be examined on its own merit by the Ministry of Home Affairs and the present practice of referring all such cases to the Ministry should continue.

Reference : Pages 19 and 50 of the minutes of the 14th meeting of S.F.A.C.

Venue for Seminar Conducted by the NFSC

32. This subject was discussed at the 14th meeting. The Committee was of the view that the Seminar for Sr. Fire Officers, conducted by the N.F.S.C. was not for the benefit of the College alone. The committee, therefore, recommended that it should be held by rotation in different places, viz., Mumbai, Calcutta and Delhi, provided the host State made necessary arrangements for accommodation of participants and provided all facilities for holding the Seminar.

Reference : Page 20 of the minutes of the 14th meeting of S.F.A.C.

Relaxation in age limit for Admission to Divisional Officer's Course

33. This subject came up for consideration at the 14th meeting. The committee recommended that the upper age limit for admission to the Divisional Officer's Course at N.F.S.C. should be retained as 45 years and that, in special cases, where the promotion of an Officer above 45 years of age depended on his passing the Divisional Officer's Course, the matter may be referred to Ministry of Home Affairs for relaxation of the upper age limit.

Reference : Page 19 of the minutes of the 14th meeting of S.F.A.C.

Production of Training Films

34. The committee recommended at the 14th meeting that the Govt. of India may consider production of training films on fire protection to suit Indian conditions.

Reference : Page 20 of the minutes of the 14th meeting of S.F.A.C.

Nominations for Courses at the N.F.S.C.

35. It was brought to the Council's notice at the 25th meeting that States/Organisations were not sending the nominations for various courses on time, as indicated in the calendar of NFSC. This created problems for the college authorities in accommodating the late comers. The council recommended that the States/UTs/Organisations should send their nominations three months in advance.

Reference : Page 10 of the minutes of the 25th meeting of S.F.A.C.

Reporting by Candidates for various Courses at N.F.S.C.

36. The problems created by late reporting of candidates at the NFSC was brought up by the Director, N.F.S.C. at the 14th meeting. The Chairman directed that all concerned may be asked to ensure that candidates sponsored by them for various courses at NFSC reported for training well in time.

Reference : Page 21 of the minutes of the 14th meeting of S.F.A.C.

Rules relating to Special Courses for Industrial Establishments

37. The committee recommended at the 14th meeting that the minimum experience required for admission to the special industrial courses should be two years except in cases where the candidate has an equivalent experience in Armed Forces or the Police Service. The Committee further recommended that all cases where the candidates do not have the requisite experience may be referred for consideration to M.H.A.

Reference : Page 21 of the minutes of the 14th meeting of S.F.A.C.

Possession of Driving Licence by Officers

38. At the 15th meeting, the Committee accepted the view that possession of driving licence for heavy vehicles by officers was essential not because, they were expected to drive the fire appliances themselves, but because, in the course of their normal duties, they were expected to test fire appliances for which a heavy vehicles driving licence was essential.

39. At the same meeting, it was later pointed out by the Director, NFSC that Fire Officers were also required to drive fire appliances during an emergency. This view was accepted by the Committee.

Reference : Page 8 of the minutes of the 15th meeting of S.F.A.C.

Fire Prevention Course at N.F.S.C. - Eligibility of Security Officers

40. It was decided at the 20th meeting to recommend that Security Personnel of a certain rank should be made eligible for admission to the existing course at NFSC.

Reference : Page 11 of the minutes of the 20th meeting of S.F.A.C.

Introduction of Tutorial Classes at N.F.S.C.

41. It was decided at the 16th meeting that the Director, N.F.S.C. may detail instructors for about an hour or so every day to help the trainees in their studies, but no fee should be charged for this facility.

Reference : Page 11 of the minutes of the 16th meeting of S.F.A.C.

Introduction of the Subject "Public Relations" in the Curricular of NFSC Courses

42. It was decided at the 19th meeting to include the subjects "Public Relations" in the curricular of Divisional Officer's and Station Officer's courses at the NFSC and "Man Management" in the Divisional Officer's Course.

Reference : Pages 13 and 19 of the minutes of the 19th meeting of S.F.A.C.

Physical Standards for Trainees at NFSC

43. It was recommended at the 17th meeting that no physical standards should be prescribed for admission to the various Courses at the NFSC for candidates already serving with fire brigades. They must, however, produce a fitness certificate from the prescribed medical authority. Existing physical standards should, however, be retained for private candidates seeking admission to the Sub-Officer's course:

Reference : Page 5 of the minutes of the 17th meeting of S.F.A.C.

44. At the 19th meeting, it was reiterated that all candidates detailed for training at the NFSC must be subject to medical fitness tests before being sent for a course as the strenuous activities could have serious results on an unfit person. Height and weight need not be insisted upon in the case of departmental candidates.
45. It was also agreed at the 19th meeting that the Director, NFSC should have the authority to return unfit persons to their sponsoring organisations. Medical examination at the college should be carried out only in doubtful cases.

References : Pages 16 of the minutes of the 19th meeting of S.F.A.C.

Enhancement of Tuition Fees for various courses at the NFSC

46. The question of enhancement of tuition fees at the college was taken up for consideration at the instance of the Director, NFSC at the 22nd meeting. In view of the fact that the present scale of fees were fixed about 20 years earlier and there had been an overall increase in costs in all spheres. The Committee recommended enhancement of fees. It was further recommended by the Committee that, subject to approval of the Govt. of India, the enhanced rates of tuition fees be charged from 1st January, 1982.

Reference : Pages 18 and 19 of the minutes of the 22nd meeting of S.F.A.C.

47. The Govt. of India approved the scale of fees as given below and intimated the same to the State Govts. etc. vide MHA letter No. VI-14022/21/82-DGCD(F), dated 24.09.82. The revised fees were to take effect from 1st January, 1983.

Reference : Page 7 of the minutes of the 23rd meeting of S.F.A.C.

Revised Scale of Fees w.e.f. as Approved by the Govt. of India

S. No.	Name of Course	Duration	Fees for Govt. sponsored Candidates		Fees for other trainees	
			Existing Rs.	Revised Rs.	Existing Rs.	Revised Rs.
1.	Sub-officer's Course	25 weeks	30.00	60.00	90.00	180.00
2.	Station Officer's and Instructor's course	22 weeks	40.00	80.00	200.00	400.00
3.	Divisional Officer's Course	22 Weeks	60.00	200.00	60.00	600.00
4.	Fire Prevention course for production Engineers, Factory Inspectors	6 weeks	75.00	300.00	150.00	900.00

Deputation Abroad of Officers of NFSC

48. The Committee recommended at the 14th meeting that the Government of India may consider deputation of officers from amongst the Training Staff at the NFSC to other countries on study tours. At the same time, advantage should be taken of the various technical aid plans and the possibility of deputing officers from fire services in the Central Ministries/States/UTs, for similar study tours, may also be considered.

Reference : Page 20 of the minutes of the 14th meeting of S.F.A.C.

49. The question of sending fire service officers for training abroad again came up for discussion at the 15th meeting. The Committee decided to make a positive recommendation to the State Governments that fire service officers should be sent for advanced training abroad whenever possible.

Reference : Page 8 of the minutes of the 15th meeting of S.F.A.C.

Training of Selected Senior Fire Officers in Administrative/Personnel Courses

50. The Council recommended at the 23rd meeting that Senior Fire Officer, should be afforded facilities for training in Public Administration/Management courses.

Reference : Page 13 of the minutes of the 23rd meeting of S.F.A.C.

Instructors for the NFSC

51. It was suggested at the 23rd meeting that all sponsoring Authorities may be asked to give an undertaking to make available the services of Training Officers as Instructors at the NFSC for a period of 2 years following their training and that such an undertaking should be included in the application form itself. It was decided that the States/Ministries and other Fire Service Authorities be addressed by M.H.A. for implementation of this recommendation.

Reference : Page 16 of the minutes of the 23rd meeting of S.F.A.C.

52. The problem of finding suitable instructors for the NFSC was once again discussed at the 24th meeting. The Chairman was of the view that the staffing pattern at the College should be reviewed so that, instead of the present system under which the Staff once recruited remain at the College for long years of service with consequent danger of stagnation and loss of interest, instructors are inducted into the college for a period of 2 to 3 years from active operational fire services and, after serving the college for this period, they go back to their respective fire services. He expressed the hope that the Heads of Fire Services will ensure that the services of experienced suitable officers under them are promptly made available for instructional duties at the college, as and when requested for.

Reference : Pages 15 and 16 of the minutes of the 26th meeting of S.F.A.C.

53. It was recommended at the 28th meeting that before admission to D.O. Course at NFSC, the trainees should be asked to give undertaking that they would serve the NFSC for some periods as guest lecturers.

Reference : Item No. 26 of the minutes of the 28th meeting of S.F.A.C. - Page No. 8.

Instructional Duties of Officers detailed for Study Abroad under Colombo Plan/Scapp/Itec. etc.

54. The shortage of Instructors for the NFSC was again discussed at the 25th meeting. The Council recommended that the college, which was meant for Training Officers of the Fire Services of the country, should also be helped by the fire officers in conducting the courses and, as such, the State Govts. ought to spare officers who become specially qualified by attending foreign courses on which they were deputed by the Ministry of Home Affairs, for instructional duties at the college at least for 2-3 years as and when requisition is sent by the Director, NFSC. If any State fails to provide such assistance, the MHA should consider debarring nominees from such State for foreign training for a period of five years.

Reference : Page 9 of the minutes of the 25th meeting of S.F.A.C.

Feedback for NFSC Courses

55. The Chairman expressed the view, at the 24th meeting that the college should evolve a suitable format for distribution amongst the trainees periodically so that they can give free and frank opinion about their

assessment of training, like the quality of instructions, library facilities; boarding, lodging and recreational facilities provided, etc. This will help taking remedial measures where necessary.

Reference : Page 16 of the minutes of the 24th meeting of S.F.A.C.

Special Course on High-rise Building Fires

56. At the 24th meeting, a proposal for starting a special course on high-rise building fires was examined. It was decided that such a course was very much desirable and that the course be conducted by the Bombay Fire Brigade. The Course should be of one week's duration. The level of entry to this course should be Divisional Officers or equivalent.

Reference : Page 16 of the minutes of the 24th meeting of S.F.A.C.

Fire Service Training Matters

57. A number of fire service training matters were discussed at the 26th meeting. The Council decided on the following action to be taken :-

- (i) A Directory of Fire Service Training Institutions should be prepared.
- (ii) The possibility of conducting the Sub-Officer's Course and other Courses at the Regional Centres in states/C.I.S.F. etc. should be examined.
- (iii) Quota for private candidates (open market candidates) given admission to the NFSC Courses through competitive examination, should be increased.
- (iv) Admission procedures for Sub-Officer's Station Officer's and Divisional Officer's Courses at NFSC should be reviewed and streamlined.
- (v) Fire Safety Training needs of the country should be assessed.
- (vi) The question of recognition of fire fighting courses conducted by the various fire training institutions in the country should be considered.

Reference : Pages 1 and 2 of the minutes of the 26th meeting of S.F.A.C.

Setting up of Training Wing in Fire Services - Provision of Audio-visual Aids

58. At the 15th meeting, the Committee recommended that, to ensure uniformity of training in the various fire services, the following action should be taken :-

- (a) The Director, NFSC should send copies of syllabus, etc. to all concerned.
- (b) The fire services should be advised to borrow films on fire prevention and fire fighting from foreign embassies, and
- (c) A list of films on fire fighting and fire prevention should be sent to the Member-Secretary by the Director, NFSC. The Member-Secretary would then circulate it to all members of SFAC.

Reference : Page 8 of the minutes of the 15th meeting of S.F.A.C.

Training Facilities for the Lower Ranks

59. This subject was discussed at the 16th meeting. The Committee was of the view that it was essential that each Fire Service provided training facilities for lower ranks so as to ensure continuous training of such ranks. It was suggested that those fire services which did not have their own training facilities for lower ranks should take advantage of the facilities available in the neighbouring States.

Reference : Pages 10 and 11 of the minutes of the 16th meeting of S.F.A.C.

Introduction of Fire Drills in Schools

60. This proposal was considered at the 14th meeting. The Committee was of the view that students would benefit if they could be made fire conscious from the childhood. In the Committee's opinion, it would be advantageous if the children could be simultaneously taught about the fire hazards and fire safety also in the

schools. The Committee, therefore recommended that this subject may be further examined in consultation with the Ministry of Education and, as far as possible, efforts should be made to implement it through the Department of Education in each State/U.T.

Reference : Page 20 of the minutes of the 14th meeting of S.F.A.C.

Special Training Course on Hazardous Chemical Material

61. It was suggested at the 28th meeting that a special course may be organised for personnel from the Industry on handling of hazardous chemical materials. DG (FASLI) was requested to prepare the syllabus/course material with the help of experts draw from TAC, LPA and NFSC, Nagpur and submit to the DGCD Unit for further necessary action.

Reference : Item No.46 of the Minutes of the 28th meeting of S.F.A.C. - Page No. 11.

16. FIRE STATIONS

Standardisation of Fire Stations

1. Standardisation of Fire Stations in India was Considered at the second meeting. The members were of the view that it would not be possible for any particular Fire Station to be standardised since that would depend upon the lay-out of the plan in each individual case. They decided to recommend the minimum dimensions for each essential feature of a Fire Station, based on the duty systems in vogue, i.e. the 24th hours' continuous duty system and the shift duty system; layout and location of the plot; and the number of appliances at the Fire Station. The recommendations are given at Appendix '16-A'.
2. The Committee also recommended that administrative authorities should be asked to earmark sufficient land for Fire Stations in the Sub urban localities under development.

Reference : Pages 2 to 6 of the minutes of the second meeting of S.F.A.C.

Central Assistance for Opening New Fire Stations and for Construction of Quarters for Fire Service Personnel in the States

3. It was pointed out at the 14th meeting that central assistance was given for the Civil Defence towns only for opening fire stations. The State Government has to meet the entire cost of construction of fire station and quarters for fire service personnel in their respective States.

Reference : Page 10 of the minutes of the 14th meeting of S.F.A.C.

Earmarking a plot for Fire Station when New Areas are developed

4. The Committee decided at the 15th meeting that it might not be possible to earmark of 30m x 40m in built-up areas, but recommendation could be made to the States to earmark a plot as and when new areas are developed.

Provision of Funds for Additional Fire Stations

5. A proposal was put to the Council at the 25th meeting to explore the possibility of owners of buildings in any area constructing fire station buildings at their cost, in consultation with the local Fire Chief and handing over the same to the fire service. The Council accepted the proposal as "Sound" and recommended that the matter may be taken up with the Ministry of Urban Development and the Ministry of Industry.

Reference : Page 7 of the minutes of the 25th meeting of S.F.A.C.

17. WORKSHOPS

Standardisation of Workshops in the Fire Services

Standardisation of workshop facilities in the Fire Services was considered at the seventh meeting. The recommendations of the Committee are given at Appendix '17-A'.

Reference : Pages 9 to 11 of the minutes of the Seventh meeting of S.F.A.C.

18. COMMUNICATION & ALARM

1. Provision of adequate facilities of communication and alarm systems is essential if the Fire Brigade has to be effective, because unless they receive the notification of an out break of fire speedily, even the best equipment may be worthless.
2. The Committee has made the following recommendations in this respect:-
 - (a) Installation of street fire alarm system may be considered, on the lines of those in use in Mumbai and Calcutta, for cities and towns with a population of 2 lakhs and over. As an alternative, the number of public call offices should be increased and such call offices should be located at strategic points.
 - (b) Further improvement could be achieved by introducing radio telephony for communication between the Fire ground and the Fire Station Control Room.
 - (c) Wireless facilities may be provided for the Fire Services as follows :-
 - (i) One 50 watt fixed control set with as many number of relays as necessary depending on the area to be covered, alongwith stand-by set should be provided for the main fire service control station. Arrangements should be also made for alternative electric supply in case of breakdown of the mains.
 - (ii) One mobile set, 15-20 watts, should be provided per fire Station plus a similar set for each staff car, control post van and emergency and rescue tenders.
 - (iii) 20 per cent reserve of mobile sets should be provided with a minimum of one such set.
 - (iv) Arrangements for maintenance of the equipment should be considered with the local Police Department.
 - (v) In case, arrangements for the maintenance of the equipment are not possible with the local Police Department, skeleton staff for day-to-day running maintenance should be appointed.
 - (vi) Co-ordination between local Police and Fire Service should be established by arranging to maintain a mobile set tuned to each other's frequency at the main control Station.
 - (vii) In cities where there are incidents of large fires, provision of walkie sets should be considered.
 - (viii) The State Police Wireless Officer should be consulted in formulating details of schemes for any particular area.
 - (d) The following should be provided for instructional purposes at the National Fire Service College:-
 - (i) One 50 watts fixed trans-receiver
 - (ii) Four, 15-20 watts mobile sets.
 - (iii) 20 per cent reserve for the mobile and walkie-talkie sets.
 - (iv) The required maintenance staff.
 - (e) Separate telephone connections for fire and other emergency services are essential and should be provided wherever these are not provided at present. Specific numbers allotted to such services should not be of more than 2 or 3 digits and should be very easy to remember. Calls on such numbers should also not be charged but these calls should be 'free'. The Director General of Posts & Telegraphs should be consulted whether it is possible to have one uniform telephone number for the whole country.
 - (f) For discontinuation of telephones, where it affects the public at large, such as saving of life and property, the Posts & Telegraphs Department may be requested not to take disconnecting action, particularly for telephones of Fire Services, ambulance-services and the like.

- References :
1. Pages 3,7 and 8 of the minutes of the second meeting of S.F.A.C.
 2. Pages 13 and 14 of the minutes of S.F.A.C.
 3. Page 15 of the minutes of the seventh meeting of S.F.A.C.
 4. Page 13 of the minutes of the thirteenth meeting of S.F.A.C.

Organisation of Fire Service Communications

3. A Sub-Committee was constituted at the 18th meeting to examine this subject. Report of the Sub-Committee is given at Appendix-18 to this compendium. The report of the Sub-Committee was generally accepted by the Committee except for the following :-
- (i) It was pointed out that street fire alarm systems had now become out-dated and that even in cities like New York, which also had this system, they were replacing the street alarm boxes with other means of communication. It was, therefore, agreed that it would be a waste of effort to examine the condition and possibility of renovating the existing street fire alarm boxes in Mumbai.
 - (ii) It was pointed out that if a Divisional control was also to be established in addition to the Central Control for each fire brigade, it would delay the turn-out of appliances. It was, therefore, decided to delete the provision of Divisional control room from the Sub-committee's report.
 - (iii) It was pointed out that the terminology concerning the use of radio telephones which was in vogue in the Army could be adopted by the fire service. This was agreed.
 - (iv) A point was raised that where the fire services were organised on State basis, it would be necessary to have a quick means of communication between the Headquarters of the State Fire Service and all other Districts where fire-stations would be established. Such communication should be either an effective telephone system or wireless. The need for such communication was accepted.
 - (v) A point was made that accommodation for the control room should not depend upon the availability of space. There are definite requirements of floor area for a control room which should be worked out and a positive recommendation made about the minimum accommodation requirements. This was accepted.
 - (vi) It was pointed out that determination of the compliment of fire appliances constituting the first turn out should not be left to the person on duty in the control room. The first attendance for each fire station area must be predetermined and everyone in the fire brigade should be fully conversant with it. This would obviate delay and confusion. This view was accepted by the Committee.
 - (vii) It was pointed out that it was neither practical nor necessary to provide conference room facilities on the control post van. This was accepted.
 - (viii) This question of providing a messenger for the control room was discussed at length. It was decided that although there was a need for an additional hand, such a person should not be a messenger. He could be one of the firemen who could assist the control room staff by rotation and should be replaceable by other firemen at the fire station.

19. WATER SUPPLY

1. The requirements of water supply for fire fighting were considered at the second meeting.

For Urban Areas

2. The Committee recommended that 100 gallons per minute pumping capacity for every 1000 population, plus a reserve of one gallon per head, for fire fighting purposes only, may be provided for towns and cities having a population of two lakhs and over. While recommending this yardstick, the members observed that in view of the fact that factors, like accessibility to fire engines, types and construction of buildings, communication system and special fire risk in built-up areas would be required to be inspected by Fire experts, their recommendations should be considered separately at a later appropriate stage.
3. The Committee also recommended that where piped water supply was provided, the size of mains for industrial and residential areas should be as follows:-
 - (a) For industrial and commercial areas, the main pipe line should be not less than 6" in diameter and should be capable of supplying a minimum of 1000 gallons per minute at a pressure of not less than 10 lbs. per sq. inch.
 - (b) For residential areas, the main pipe line should be not less than 4" in diameter and should be capable of yielding a minimum of 500 gallons of water per minute at a pressure of not less than 10 lbs. per sq. inch.
4. The Committee also considered the question of augmentation of water supply in urban and rural areas and recommended that :-
 - (a) In urban areas, water fountains and ponds may be used for this purpose, and
 - (b) In rural areas, natural sources, such as well, ponds, creeks, rivers and rivulets should be made approachable by fire engines by suitable constructions.

For Industrial Establishments

5. The Committee recommended that the number of gallons of water per minute required should be worked out as $A+B+C+D$ divided by 1000, where A = the total area in sq.ft. of all floors, including galleries, in all buildings of the factory; B = the total area in sq.ft. of all floors and galleries, inclusive of open spaces, in which combustible materials are handled or stored; C = the total area of all floors over 50 feet above ground level; D = the total area of all floors of combustible construction.

Note :

1. If any of the areas under B, C or D is protected by permanent automatic fire fighting installation, the same should be halved for the purpose of the calculation.
2. Where the fire risk involved does not require use of water, such areas may also be halved for the purpose of the calculation.

6. In addition, the water supply requirements should be based to give 100 minutes supply at the rate of the capacity worked out according to the above formula, 50 per cent of the water supply or 1 lac gallons, whichever is less, should be in the form of static supply. Where piped water supply is provided, the size of the mains should be not less than 6" in diameter and it should be capable of supplying a minimum of 1000 gallons per minute at a pressure of not less than 10 lbs. per sq.inch. The storage capacity should not be reduced under any circumstances.

7. The above recommendations should not be made applicable to Defence and Civil Aviation Installations because the requirements of such installations would be much higher.

Reference : Pages 6 to 8, 11 and 12 of the minutes of the sixth meeting of S.F.A.C.

8. The question of provision of adequate water supply for fire fighting again came up for discussion at the third meeting of the Committee. It was then recommended that minimum requirements recommended for industrial and commercial establishments and residential areas at the second meeting of the Committee should be adhered to, while laying down new mains, and the local Fire Service Officer should be consulted in all such cases to enable him to give his requirements after taking into consideration the special fire risks that are to be covered.

Reference : Page 11 of the minutes of the third meeting of S.F.A.C.

9. Once again, the question of consulting the fire Services while organising water works scheme in any town, municipality, factory and hills etc. came up for discussions at the tenth meeting. The members reiterated their

earlier recommendations, made at the third meeting, and recommended that the state Governments should be requested that whenever new water works schemes were being worked out, the authorities should consult and take the advice of the Local Fire Officers for laying water-hydrants and as far as possible take necessary steps.

Reference : Page 8 of the minutes of the tenth meeting of S.F.A.C.

10. The question of Central Assistance for augmenting the water supply for fire fighting in towns was brought up at the twelfth and thirteenth meeting. The members desired that the States should be helped in augmenting water supply even for normal fire fighting requirements. They were informed that the Centre could help the States only to supplement their resources of water supply if the states had first helped themselves to come up to the peace time requirements of water supply for fire fighting. Thereafter the case of each State for augmentation of emergency water supply would have to be considered separately depending on the magnitude of the problem. It was not possible to supply a large number of water tankers with capacities of 1000 gallons and above, and as such the States were advised to have electric water pump sets installed on deep wells to draw water during lean months.

References : 1. Pages 4 and 5 of the minutes of the twelfth meeting of S.F.A.C.
2. Page 9 of the minutes of the thirteenth meeting of S.F.A.C.

Provision of Static Tanks for Storing Water for Fire Fighting Emergency

11. At the 15th meeting, the Committee expressed the opinion that irrespective of whether natural sources of water supply were utilised or water was provided through piped supply, it would be necessary to provide storage tanks at various locations in the towns.

Reference : Page 3 of the minutes of the 15th meeting of S.F.A.C.

Provision of Water Lorries to Supplement Water Supply during Fire Fighting

12. The necessity of providing water lorries as supporting appliances was accepted at the 16th meeting. It was decided to recommend this equipment to the States. Detailed specification and capacity of such lorries was, however, left to the users. They could either select one of the water tenders out of the specifications already prepared by the I.S.I. or draw up their own specifications.

Reference : Page 8 of the minutes of the 16th meeting of S.F.A.C.

Water Supply

13. At the 17th meeting, it was suggested by the Chairman that Members might examine the recommendations of the 'Fire Protection Seminar' held by Ministry of Home Affairs on 19-20 November, 1974. Besides 'water for fire fighting', the Seminar had also deliberated upon 'Fire Safety in High-rise Buildings' and 'Indigenous Development of Fire Fighting Equipment'. The recommendations are given at Appendix '19A'. Recommendations made by the Seminar were endorsed by the Committee with slight amendment relating to IS: 6070-1971.

Reference : Page 6 of the minutes of the 17th meeting of S.F.A.C.

Code of Practice for Water Supply for Fire Fighting

14. It was agreed at the 18th meeting that the I.S.I. Sectional Committee should be asked to formulate a separate code of Practice for water for fire fighting and that Committee might, in pursuance of I.S.I. procedure, appoint a Panel or Sub-Committee to do the ground work for such a draft code. The suggestion of I.S.I. that a cross reference be made to IS : 6070 after the new Code was published, was welcomed by Members.

Reference : Pages 6 and 7 of the minutes of the 18th meeting of S.F.A.C.

Provision in the Existing Acts for Ensuring Adequate Water Supply for Fire Fighting Purposes

15. It was decided at the 20th meeting that provision of adequate water supply for fire fighting might be emphasised separately in addition to the provision in the "ORGANISATIONAL STRUCTURE OF FIRE SERVICES".

Reference : Page 9 of the minutes of the 20th meeting of S.F.A.C.

16. At the 21st meeting, the Committee again emphasised the urgency of providing water for fire fighting on a priority basis by the various States.

Reference : Page 8 of the minutes of the 21st meeting of S.F.A.C.

20. SERVICE MOTTO EMBLEM AND FLAG

1. The question of adoption of a Service Motto and Emblem for the Fire Services in India was first mooted at the second meeting. It was carried forward to the fourth, seventh, eighth, ninth and twelfth meetings.

The Motto

2. The motto "we serve to save" (त्राणाय सेवा महे) was adopted at the seventh meeting of the Committee.

The Emblem

3. The Emblem has not yet been finalised. The Ministry of Home Affairs announced a prize for the best emblem design twice. The designs received in the second competition have yet to be assessed by the Committee.

- Reference :
1. Page 18 of the minutes of the second meeting of S.F.A.C.
 2. Page 9 of the minutes of the fourth meeting of S.F.A.C.
 3. Page 13 of the minutes of the seventh meeting of S.F.A.C.
 4. Page 7 of the minutes of the eighth meeting of S.F.A.C.
 5. Page 3 of the minutes of the ninth meeting of S.F.A.C.
 6. Page 7 of the minutes of the twelfth meeting of S.F.A.C.

4. The Emblem has since been finalised and prints of the final design have been made available to all concerned. A model Emblem is annexed at Appendix '20-A'.

Wearing of Emblem as a Lapel Badge by Members of Fire services

5. At the fifteenth meeting, the Committee considered and accepted a suggestion that the emblem may be permitted to be worn as a lapel badge by Members of Fire services.

- Reference : Page 4 of the minutes of the 15th meeting of S.F.A.C.

6. The Fire Service Flag was adopted at — Meeting of the committee. A model flag is appended at Appendix 20'B'.

- Reference : Page of the minutes of the meeting of S.F.A.C.

21. COLLECTION OF FIRE STATISTICS

1. One of the measures essential for assessing the necessity of improving the technique of Fire prevention and fire fighting is the collection and study of statistical data relating to Fire Services, losses due to fire and the causes of fires, the importance of statistical data was appreciated by the Committee from the beginning and the ways and means of collecting such data were discussed at the first meeting. The Committee laid down the guidelines and authorised the Commandant, National Fire Service College, to prepare the forms for collection of statistics. The forms prepared by the Commandant were modified and approved at the second meeting. These are given at Appendix "21-A".
2. The forms for the collection of statistical data were revised at the sixth meeting. The revised forms are given at Appendix "21-B".
3. The Committee took up the question of simplifying the forms at their thirteenth meeting. it was agreed that the forms should be suitably revised and returns called quarterly State-wise or District-wise as may be convenient. The members, however, observed that the quarterly return should not be made very complicated and it should be left as simple as possible so as to ease its submission in time.
References :
 1. Page 9 of the minutes of the first meeting of S.F.A.C.
 2. Page 15 of the minutes of the second meeting of S.F.A.C.
 3. Page 16 of the minutes of the sixth meeting of S.F.A.C.
 4. Page 13 of the minutes of the thirteenth meeting of S.F.A.C.
4. While considering the follow-up action on "Collection of Fire Statistics", at the 14th meeting, it was decided to first revise the fire-report form so as to enable all concerned to submit the fire statistics speedily.
Reference : Pages 6 and 7 of the minutes of the 14th meeting of S.F.A.C.
5. At the 15th meeting, the Committee decided that a supplementary proforma should be circulated to all concerned for the supply of additional statistics.
Reference : Page 10 of the minutes of the 15th meeting of S.F.A.C.

Classification of Fire (for purposes of Fire Reports/Statistics)

6. The Council recommended at the 25th meeting that 'Fire' should be classified on the basis of losses as follows:-

Small Fire	-	Loss below Rs. 50,000.00
Medium Fire	-	Loss above Rs. 50,000.00 but below Rs. 1,00,000.00
Serious Fire	-	When human life is lost in the fire
Major Fire	-	Loss above Rs. 1,00,000.00
7. The Council further recommended that the 'property lost' column in the prescribed proforma in which fire statistics are furnished by the fire services should show loss of insured property and uninsured property separately. Similarly, the 'property saved' column should show the total figures for insured and uninsured property separately.
Reference : Page 3 of the minutes of the 25th meeting of S.F.A.C.

22. REPORTS

Annual Reports

1. It was decided at the third meeting that a list of well-established Fire Services in the Country should be prepared and copies of the annual reports of these services may be sent to all of them their information and general knowledge to help them know all about their counter parts in other States, the following list was finalized:-

S.No.	Name of Fire Services	S.No.	Name of Fire Services
1.	Ahmedabad	13.	Bangalore
2.	Greater Mumbai	14.	Patna
3.	Pune	15.	Cuttack
4.	Ernakulam	16.	Srinagar
5.	Indore	17.	Bhopal
6.	Nagpur City	18.	Shillong
7.	Rajkot	19.	Amritsar
8.	Allahabad (DIG Police HQ)	20.	Simla
9.	Allahabad (IG RPF)	21.	Mumbai (Fire Supdt. Western Rly. Property)
10.	Allahabad (Fire officer CA)	22.	Mumbai (Central Railways)
11.	Hyderabad	23.	Delhi (Fire Adviser, Ministry of Defence)
12.	Delhi	24.	Calcutta

Reference : Page 11 of the minutes of the 15th meetings of S.F.A.C

2. It was once again reiterated at the thirteenth meeting that annual reports, including accidents, organisational problems etc. should be exchanged between all Fire Services and a copy sent to the Ministry of Home Affairs.

Reference : Page 9 of the minutes of the thirteenth meeting of S.F.A.C

Fire Reports

3. Standardisation of the Fire Report forms was Considered by the Committee at the third meeting. it was deferred on the ground that it was not possible to undertake the work at that stage when the fire Services Bill had not been finalised by the States.
4. The committee finalised the standard fire report forms at the seventh meeting. The forms are given at Appendices "22-A" and "22-B".
5. This was again considered at the ninth meeting and a standard Fire Report form was recommended by the Committee. The Committee while recommending the standard form, resolved that in case of those Fire Services who might want to add additional information to what was embodied in the model form, there was nothing to preclude them from doing so.
6. It was felt by the Committee that the cause of fire and damage done should only be kept with the department for statistical purposes and details not published or submitted to outside parties.

References :

1. Page 12 of the minutes of the third meeting of S.F.A.C.
2. Page 16 of the minutes of the seventh meeting of S.F.A.C.
3. Page 2 of the minutes of the ninth meeting of S.F.A.C.
4. Pages 9 and 10 of the minutes of the eleventh meeting of S.F.A.C.

Inspection Reports

7. A standard inspection report form was recommended by the Committee at the eighth meeting. The form given at appendix "22-C".

Reference : Page 9 of the minutes of the eighth meeting of S.F.A.C.

Publication of Observations of Inspecting officers (on Fire Brigades) in Magazines (Technical Journals)

8. The Chairman directed at the 14th meeting that an attempt should be made to include some material on this aspect in the journal of Fire Technology- India, published by the NFSC.

23. FIRE RESEARCH STATION

1. Establishment of a Fire Research Station was first approved at the Conference of the Chiefs of Fire Services in 1955. It was again taken up at the fourth meeting when it was proposed that the Ministry of Home Affairs might approach the Ministry of Scientific and Industrial Research with a request that the latter might kindly take up that question as soon as possible and establish a Fire Research Station in the country.
2. It was, however, decided by the Government of India that there was no necessity, at that moment, of setting up of Fire Research Station as envisaged in the report, or of setting up a Central Fire Organisation. The Committee endorsed the decision at the ninth meeting.

References : 1. Page 10 of the minutes of the fourth meeting of S.F.A.C.
 2. Page 4 of the minutes of the ninth meeting of S.F.A.C.

Note : The Fire Research Station has now been established at C.B.R.I., Roorkee. The various fire services may avail of the facilities available there to solve their research and testing problems.

First-Hand Study of Major Fires by Scientists of D.I.F.R. and C.B.R.I.

3. This matter was discussed at the 25th meeting. The Council was of the view that D.I.F.R. and C.B.R.I. being the existing basic units in the field of Fire Research, study of major fires by their Scientists could be of immense value in improving upon fire prevention/protection devices. The Council, therefore, recommended that the D.I.F.R./C.B.R.I. Scientists should be invited/permitted by the Fire Service Chiefs to study the major fire events when these occurred. The States/U.Ts. should extend all facilities to such visiting Research Scientists.

Reference : Page 12 of the minutes of the 25th meeting of S.F.A.C.

24. FIRE PREVENTION

Safety Codes

1. It was agreed at the third meeting of the Committee that the series of Codes covering personal, internal and exposure hazards, prepared by the Indian Standards Institution be examined by the Committee.
Reference : Page 11 of the minutes of the third meeting of S.F.A.C.

Rural Fires and their Prevention

2. While considering the measures for the prevention of rural fires at the seventh meeting, the Committee recommended that a film should be prepared and propaganda in this respect should be undertaken by the State Fire Prevention Committee. They also recommended that the Ministry of Home Affairs might refer the note given in Appendix "24-A" to all State Governments.
Reference : Page 14 of the minutes of the seventh meeting of S.F.A.C.
3. The Fire Prevention measures necessary for thatched hutments belonging to the working class were considered at the twelfth meeting. The recommendations are given at Appendix "24-B"
Reference : Page 11 of the minutes of the twelfth meeting of S.F.A.C.
Note : After these recommendations were made, the C.B.R.I., Roorkee has developed a cheap and effective method for fire retardant treatment of thatch. The fire services may get in touch with the Scientist-in-Charge, Fire Research Station, C.B.R.I., Roorkee (UP) for details.

Fire Prevention Propaganda over the All-India Radio

4. The proposal of using All India Radio for broadcasting Fire Prevention propaganda was considered at the 14th meeting. The Committee recommended:-
 - (a) The All-India Radio should organise broadcasting fire prevention propaganda programmes for a minimum period of 10 minutes once a week in the rural broadcasts, in mid-day programmes for the house wives and during the evening for industrial workers.
 - (b) Officers from the local fire brigades may be requested to deliver talks on fire prevention so that expert opinion may be available to the maximum number of listeners.
 - (c) Lessons from big fires with regard to damages and causes of fire may also be broadcast by the All India Radio programmes so as to make the people fire conscious and enable them to appreciate the related hazards. In such broadcasts, means of fire prevention and the defects or shortcomings on the part of humans in preventing fires should be properly focussed so that similar mistakes may not be repeated.
Reference : Pages 18 and 45 of the minutes of the 14th meeting of S.F.A.C.

Fire Prevention Propaganda in Schools and Colleges

5. The Committee recommended at the 14th meeting that:-
 - (a) There should be regular fire prevention propaganda at the School and College levels with the aid of slides, posters, pamphlets and demonstrations and by exhibition of films (preferably in 16mm size) so that the students may be benefitted and a sense of fire consciousness may be developed in their minds from the early age; and
 - (b) The propaganda through posters, educational films, etc. may also be made by the Publicity Deptt. of each State/U.T. through mobile publicity vans in the rural areas.
Reference : Pages 18 and 46 of the minutes of the 14th meeting of S.F.A.C.

Fire Prevention in Industry

6. At the 14th meeting, the Committee recommended that there should be regular fire prevention propaganda in all industrial undertakings through posters, slides and regular feature films on fire prevention/protection as may be available. In addition, there should be regular fire drills in all Sections of industrial establishments

under the direction of the Factory Fire Prevention Officer at least once a fortnight for which crews should be detailed in advance and be regularly trained in operating fire extinguishers, handling of fire alarm and calling the local fire brigade. "Fire-notices" should be displayed all over the factories, canteens, etc. Such notices should be in the local vernacular and should be pasted in conspicuous positions so that these are visible to and readable by all workers. The fire-notices should contain instructions in short as to what should be done in the event of an outbreak of fire or other emergency, viz. tackling the fire at the very incipient stage with the available first-aid fire fighting equipment, calling the fire brigade and raising the fire-alarm.

7. The Chairman directed that the syllabus for the special course for officers from industrial establishments should include elementary fire prevention and its training, because these measures shall have to be implemented by them alone.

Reference : Pages 19 and 47 of the minutes of the 14th meeting of S.F.A.C.

Exhibition of Fire Prevention Slides and Films in Cinema Houses

8. The Committee recommended at the 14th meeting that all State Governments/U.T. Administrations should implement the regular exhibition of fire prevention slides and films in cinema houses within their respective jurisdiction.

Reference : Page 20 of the minutes of the 14th meeting of S.F.A.C.

Establishment of Fire Prevention Wing in the Fire Services

9. The Committee recommended at the 15th meeting that it should be recommended to the States/UTs :-

- (a) To have a 'Fire Prevention Wing' attached to each fire service/brigade, and
- (b) To make provision for consulting the fire services while passing building plans.

Reference : Page 6 of the minutes of the 15th meeting of S.F.A.C.

10. Report of a Sub-Committee appointed at the 15th meeting to prepare guidance material for setting up 'Fire Prevention Wings' were considered and accepted by the Committee at the 16th meeting. The report is given at Appendix "24-C" to this Compendium. It was also decided to accept the views expressed by the Ministry of Works & Housing that Local Bodies should include Senior Local Fire Officers in their Committee for approval of building plans.

Reference : Page 4 of the minutes of the 16th meeting of S.F.A.C.

11. The subject was again discussed at the 20th meeting. It was decided to recommend to the State Governments that high priority be accorded to the establishment of a 'Fire Prevention Wing' in each fire service/brigade.

Reference : Page 7 of the minutes of the 20th meeting of S.F.A.C.

Competition for Slogans/Slides/Films on Fire Prevention/Protection

12. It was decided at the 20th meeting to recommend to the Government of India to invite competitive entries for slogans/slide designs/films on fire prevention/protection and to offer attractive prizes for the same. The Committee also recommended that suitable entries, received in such competition should be utilised for the prevention propaganda.

Reference : Page 7 of the minutes of the 20th meeting of S.F.A.C.

'No Objection' Certificate (NOC) for Places of Public Assembly

13. It was brought out at the 22nd meeting that a N.O.C. must be obtained from the fire service for each place of public Assembly. The Council recommended that provisions for fire safety requirements in such occupancies, as contained in the National Building code of India, may be examined by the State Governments and strictly enforced. If need be, the State Governments may take action for strengthening the statutory provisions.

Reference : Page 20 of the minutes of the 22nd meeting of S.F.A.C.

25. OBSERVANCE OF FIRE PREVENTION WEEK

1. One of the several tasks tackled by the Standing Fire Advisory Committee immediately was to make the public fire conscious through propaganda and publicity. Observance of fire prevention week was considered to be one of the means to achieve this object and the Committee unanimously recommended at the first meeting that a fire prevention week should be observed all over India simultaneous once annually, preferably before the Diwali Week. They recommended the formation of State-wide Fire Prevention Week Committees for organising and implementing the activities of the week and suggested guidelines. The recommendation was implemented immediately.
2. The Committee suggested further guidelines at the second meeting; fourth meeting; fifth meeting at which the time for celebration of the week was also changed from November to April/May; and ninth meeting, at which a slogan 'Fire Prevention Week - 1961' was adopted for the franking of letters at the post offices during the week.

- References :
1. Page 6 of the minutes of the first meeting of S.F.A.C.
 2. Page 16 of the minutes of the second meeting of S.F.A.C.
 3. Pages 2 and 3 of the minutes of the fourth meeting of S.F.A.C.
 4. Page 7 of the minutes of the fifth meeting of S.F.A.C.
 5. Page 3 of the minutes of the ninth meeting of S.F.A.C.

Fire Services Day

3. At their eleventh meeting, the Committee resolved that the observance of the Fire Prevention Week every year was not necessary and that, instead of that, there should be one day designated every year as 'Fire Services Day'. They also suggested to observe that day on the 14th April each year so as to commemorate the memory of the brave firemen who lost their lives during the Dock explosion at Mumbai on 14th April, 1944 and left it to the Chairman to decide it. The Committee recommended that the functions and activities of the Fire Prevention Week, which was celebrated till then be arranged on the Fire Services Day from then on.
4. Thus, the Fire Services Day replaced the Fire Prevention Week. A Sub-Committee was appointed after the twelfth meeting to work out afresh details of the activities for the Fire Services Day. As a result of that, the sale of token flags was introduced for collecting funds for the welfare of the deceased and serving firemen and their families on the 14th April.

- References :
1. Page 6 and 7 of the minutes of the eleventh meeting of S.F.A.C.
 2. Page 11 of the minutes of the twelfth meeting of S.F.A.C.
 3. Page 6 of the minutes of the thirteenth meeting of S.F.A.C. (Faridabad Session)

26. MUTUAL AID

Between City and Works Brigades

1. However well organised a Fire Service may be, there may be occasions when extra help is necessary. The Committee took due note of that and recommended at the second meeting that co-ordination should be established mutual help between the Fire Services and Works Brigades.

Reference : Page 8 of the minutes of the second meeting of S.F.A.C.

Between Regular Fire Services and the Civil Defence

2. The question of collaboration between Regular Fire Services and the Civil Defence came up for consideration at the twelfth meeting of the Committee. It was decided that a letter be sent by the Ministry of Home Affairs to all states informing them that in the vulnerable Civil Defence towns, Home Guards should be trained in fire prevention and fire fighting, and should serve as an Auxiliary to the Regular Fire Service in those places.

Reference : Page 13 of the minutes of the twelfth meeting of S.F.A.C.

Between City Fire Brigades and Aerodromes

3. The question of operational command at incidents where the City Fire Brigade turn out to assist the Aerodromes Fire Service, and vice versa, was considered at the twelfth and thirteenth meeting.
4. It was agreed that, as far as the fire incidents on Civil Airports were concerned, at the larger airports where there was a Gazetted Fire Officer of Civil Aviation Department, he would remain incharge of fires. At smaller airfields, because the Aerodrome Officer was in overall charge, he would remain in overall charge of all fire fighting effort. The local Fire service would thus send out detachments on request, to supplement the civil Aviation Departments resources, at the appropriate level. If the Fire Chief happened to visit the place of incident, he would of course be shown all respect due to him.
5. In the main, this procedure was in respect of fires in aircraft, fires in oil installations, etc., where specialised equipment was required, while in the case of terminals and other buildings of Civil Aviation there could be no objection of the City Fire Service taking charge in fighting the fires therein.

Reference : 1. Page 14 of the minutes of the twelfth meeting of S.F.A.C.
2. Page 10 of the minutes of the thirteenth meeting of S.F.A.C.

Between Railway Fire service and other Fire services controlled either by states, Local Authorities or Army, Free of Charge

6. This item was discussed at the thirteenth meeting of the Committee. It was agreed by all members that there should be no charges for mutual aid in fire protection as it was a human service. If necessary, regular contracts of mutual aid scheme might be executed between various authorities:

Reference : Page 9 of the minutes of the thirteenth meeting of S.F.A.C.

27. SPECIAL RISKS

1. Special Fire Risks which should be specifically attended to by the Fire Service were considered at the second meeting, when an abridged list given at Appendix '27-A' was recommended.
2. A revised list was considered at the eighth meeting and it was decided to categorise the items according to the international pattern of the UNO.
3. The categorised list was finalised at the ninth meeting and is given at Appendix "27-B".

References :

1. Page 8 of the minutes of the second meeting of S.F.A.C.
2. Page 11 of the minutes of the eighth meeting of S.F.A.C.
3. Page 2 of the minutes of the ninth meeting of S.F.A.C.

28. AUXILIARY FIRE SERVICE

Equipment

1. The Government of India have taken a decision that the Home Guards in various States should form the Auxiliary Fire service. The question of equipping them for this purpose was considered at the tenth meeting. The Committee recommended that the under-mentioned equipment should be allotted to the respective Home Guards Organisations for their Auxiliary Fire services :

(a) **Punjab Home Guards**

Jeep Fire Engines with 118" W.B. with 400 G.P.M. capacity pump - One

(b) **Gujarat Home Guards**

Jeep Fire Engine with 118" W.B. with 400 G.P.M. capacity pump - Two

(c) **Bihar Home Guards**

Motor Fire Engine with 400 G.P.M. Capacity pump with 400 gallons Water Tank - One

(d) **Maharashtra Home Guards**

Motor Fire Engine with 400 G.P.M. capacity pump with 400 gallons Water Tank - One

Jeep Fire Engine with 118" W.B. with 400 G.P.M. capacity pump - One

Reference : Page 10 of the minutes of the tenth meeting of S.F.A.C.

Training

2. Training of Home Guards for manning the Auxiliary Fire service was considered at the thirteenth meeting.
3. The Committee recommended that in the Civil Defence towns, Home Guards and Civil Defence Organisations should earmark and train an appropriate number of persons in fire-fighting and rescue work, and to periodically attach them to selected fire stations to act as auxiliary to the normal Fire Brigades in peace time to gain practical experience. In war time, they would be made available for Civil Defence. The recommended scale was at least two crews per urban Home Guards Company.

Reference : page 11 of the minutes of the thirteenth meeting of S.F.A.C.

4. The urgency of setting up an Auxiliary Fire Service with a view to strengthening of fire fighting potential in terms of men and equipment in Civil Defence towns was taken up for consideration again at the 22nd meeting. The chairman emphatically stressed the urgency of training and equipping the Home Guards personnel to man the Auxiliary Fire Service, at least in the six Border States to start with. Members of the committee were apprised that provisions existed in the Civil Defence Act/Rules for strict enforcement of fire prevention/fire safety measures, in are covered by such statutes, and if any of the fire services in the Civil defence towns could make use of those provisions through local Civil Defence Authorities, the general status of fire prevention in these cities and towns could improve a lot. It was decided that a circular letter be issued by the Ministry or Home Affairs highlighting these points for implementation by State Governments.

Reference : Pages 15 and 16 of the minutes of the 22nd meeting of S.F.A.C.

Deployment of Home Guards as Auxiliary Firemen

5. It was suggested at the 28th meeting that a short term training programme could be evolved and the service of Home Guards be used as auxiliary firemen. The Chairman was of the view that the level of training of Home Guards was in no way inferior and could be upgraded. He was of the view that the concept of developing an auxiliary fire force with the Home Guards was worth consideration.

Reference : Item No.13 of the Minutes of 28th meeting of S.F.A.C. - Page No.5.

29. OPERATIONS

Right of way for Fire Engines

1. At the 14th meeting, it was recommended that a convention may be established by which fire appliances would be given the right-of-way while turning out to a call.

Reference : Page 17 of the minutes of the 14th meeting of S.F.A.C.

30. MISCELLANEOUS

Bells Vs. Sirens

1. The Committee discussed the issue at the fifth meeting, as to whether sirens should be used for Fire Services in place of carillon bells and unanimously recommended the use of carillon bells in the Fire Services should be standardised.

Reference : Page 7 of the minutes of the fifth meeting of S.F.A.C.

Salvage

2. The question of organisation of a Salvage Wing in the fire Services was discussed at the sixth meeting when the members felt that the organisation of a regular salvage wing within the Fire Services themselves would not be proper and that should be left to a separate organisation.
3. This was discussed again at the thirteenth meeting when it was recommended that Salvage Squads should be organised and controlled as a part of the Fire Brigades, with equipment like Salvage tenders, but it was suggested that the Fire Services should get some subsidy from the Insurance Companies who were the prime beneficiaries in that case.

Reference : 1. Pages 15 and 16 of the minutes of the sixth meeting of S.F.A.C.
2. Page 12 of the minutes of the thirteenth meeting of S.F.A.C.

Schedule of Hire Charges for the Appliances

4. The question of evolving a formula for the levy of fire charges for fire appliances and men to render inter-state help was raised at the eighth meeting.
5. The members were unanimously of the view that there was no necessity of standardisation of fire charges, because conditions varied from State to State and if, for reason, any State Government desired information about it, the note given at Appendix "30-A" should be forwarded for such action as they may deem necessary. The members were also of the view that the note should not be taken as a standard for levying of hire charges.

Reference : Page 9 of the minutes of the eighth meeting of S.F.A.C.

Rules for Fixing Scale of First Aid Fire Fighting Appliances for Government and Public Buildings.

6. The note received from Dr. Visveswaraya of the Indian Standards Institution, New Delhi was circulated amongst all members and it was decided that the matter be first considered by the Sub-Committee of the Indian Standards Institution, dealing with this question and its recommendations later on placed before the Standing Fire Advisory Committee for their consideration.

Reference : Page 7 of the minutes of the tenth meeting of S.F.A.C.

Right of way for Ambulances in traffic during Emergencies

7. The question of amending the Motor Vehicles Act, to provide for right of way to ambulances turning out to a call, was considered at the tenth meeting. It was felt that the local Police may be approached by the Services and individual systems evolved for securing right of way to ambulances in traffic during emergencies.

Reference : Page 11 of the minutes of the tenth meeting of S.F.A.C.

Rules and Regulations for Fire Drill Competitions

8. The rules and regulations for Fire Drill Competitions were finalised at the thirteenth meeting. A copy of the finalised rules is given at Appendix "30-B".

Reference : Pages 8 and 9 of the minutes of the thirteenth meeting of S.F.A.C.

Fires caused in Accommodation Housing Radio-Active Materials such as Isotopes

9. This was taken up for consideration at the thirteenth meeting. The Chairman informed members that he had met the Atomic Energy people at Mumbai and discussed this problem in out-line with them. There was need for further discussion before a conclusion could be drawn regarding the necessary measures to be taken in such cases.

Reference : Pages 13 and 14 of the minutes of the thirteenth meeting of S.F.A.C.

Inspection of Local Fire Services and Consideration of their Problem by Members of the Standing Fire Advisory Committee

10. This point was raised at the eleventh meeting. The members were of the view that only in case of specific request from the Government of India or a State Government, one of the members of the Committee should be requested to carry out inspections and generally they were not in favour of the proposal.

Reference : Page 6 of the minutes of the eleventh meeting of the S.F.A.C.

11. The question of Inspection of Fire Services again came up for discussion at the 14th meeting of the Committee. The Committee was of the view that inspection of fire services within a State was the responsibility of the concerned State and that the Ministry of Home Affairs did not come into the picture unless they were requested to do so by the State Government. The Chairman opined that when a State Government made a request, the Ministry of Home Affairs would consider deputing the Fire Adviser.

Reference : Page 16 of the minutes of the 14th meeting of S.F.A.C.

Associating Experts with the Investigation into the Causes of Fire

12. At the 19th meeting, it was decided to recommend to the Government of India to issue another circular to all concerned, drawing their attention to the earlier directives and also reiterating the necessity of associating fire-experts with the Committees/Commissions appointed for investigation into the causes of fire.

Reference : Page 10 of the minutes of the 19th meeting of S.F.A.C.

Assessment of Requirements of Fire Fighting Equipment and Organisational Structure of Fire Services.

13. A Sub-committee was constituted at the 19th meeting to go into these two subjects. The Sub-Committee's report (see Appendix "30-C" to the Compendium) was examined and it was decided to make the following changes in it (Sub-Committee's recommendations) :-

- (a) Reference to the relevant Indian Standard may be given in place of the RRL Hose.
- (b) The Indian Standard Institution should be requested to prepare specifications for the 90120/1/min. portable pump.
- (c) While forwarding the recommendations to the State Governments and others, it should be clarified that the recommendations did not apply to industrial undertakings.

14. Based on the decision taken at the 19th meeting, recommendations on "Organisational Structure" were revised and the revised recommendations were approved at the 20th meeting of the Committee. The final recommendations are given at Appendix "30-D" to this Compendium.

Reference : Page 5 of the minutes of the 20th meeting of S.F.A.C.

Fire Service Professional and Duty Meet

15. The Committee recommended at the 20th meeting that an All India Fire Services Professional and Duty meet should be organised annually by the Ministry of Home Affairs at the same time and venue as the Annual Civil Defence and Home Guards Professional and Sports Meet.

Reference : Page 5 of the minutes of the 20th meeting of S.F.A.C.

Observance of World Fire Protection Day

16. The Council recommended at the 23rd meeting that the Government of India may take up with the

appropriate U.N. Body the observance of Fire Protection Day on 14th April or any other suitable date.
Reference : Page 16 of the minutes of the 23rd meeting of S.F.A.C.

Inclusion of 'Fire Prevention' as one of the Functions under the U. N. Charter

17. The Council recommended at the 23rd meeting that the Government of India may send a proposal to the U.N Headquarters to include "Fire Prevention/Fire Safety" in the charter of activities of anyone of the U.N. bodies.
Reference : Page 16 of the minutes of the 23rd meeting of S.F.A.C.
18. This subject was again brought up at the 25th meeting. The Chairman agreed to refer the matter to the Ministry of External Affairs/Department of U.N.
Reference : Page 9 of the minutes of the 25th meeting of S.F.A.C.

Exchange of Officers between various Fire Brigades

19. It was recommended at the 19th meeting that Exchange of Officers should be encouraged between the various fire brigades.
Reference : Page 18 of the minutes of the 19th meeting of S.F.A.C.

Fire Service Contingent in Republic Day Parade

20. It was suggested at the 28th meeting that a fire service contingent participate in the Republic Day Parade every year. The Chairman requested to Delhi Fire Chief to draw up a plan to train personnel who will be drawn from all state/UT fire service organisation who take part in the Republic Day Parade and submit the report to DGCD at the earliest so that the matter could be taken up with the Ministry of Defence.
Reference : Item NO.12 of the minutes of the 28th meeting of S.F.A.C. - Page No.4

Issue of No Objection Certificate for Buildings

21. It was recommended at the 28th meeting of S.F.A.C. that No Objection Certificate for buildings should be issued only after concurrence of the Local Fire Authorities after ensuring conformity with relevant fire safety measures/bye-laws/rules.
Reference : Item No. 43 of the minutes of the 28th meeting of S.F.A.C. - Page No.11.

National Building Code

22. It was decided to recommend at the 28th meeting that the State Government / UT Administrations should incorporate the provision of National Building Code in their building bye-laws.
Reference : Item No.49 of the minutes of the 28th meeting of S.F.A.C. - Page No. 13.

Exchange of case studies of Fire Out-breaks in Industries

23. It was recommended at the 28th meeting that data regarding fire related accidents in Industries should be compiled in form of Case Studies and disseminated amongst to the various agencies. These case studies would serve as very useful reference and guidance material. It was further recommended that all Insurance Companies and other investigating agencies be requested to exchange such case studies with the other institutions such as DG FASLI, National Fire Service College, LPA etc.
Reference : Item No. 51 of the minutes of the 28th meeting of S.F.A.C. - Page No. 13.

31. MINUTES OF THE SFAC MEETING

29th SFAC Meeting (X)	330
30th SFAC Meeting (X)	341
31st SFAC Meeting (X)	345
32nd SFAC Meeting (X)	375

APPENDIX " I-A "

RECOMMENDATIONS OF THE EXPERT COMMITTEE ON FIRE FIGHTING SET-UP BY THE GOVERNMENT OF INDIA VIDE G.O. NO. 44/14/50-PUBLIC, DATED 27.03.1950

(See para 3 under INTRODUCTION)

The main recommendations of the Committee were :-

1. Setting-up of an All India Central Fire Fighting Institution for Training of Officers and Instructors (Civilian and Defence Services Personnel) in up-to-date methods of fire fighting.
2. Standardisation of and procurement of fire fighting equipment on an All India basis and the setting-up of a Design and Development Committee to draw up specifications and arrange procurement of supplies.
3. Re-organisation of Fire Services in States and the promulgation of an uniform fire legislation for all States. This involved provincialisation of Fire Services as State Fire Services and drafting of legislation containing provisions indicated by the Expert Committee.
4. Model set-up of the State Fire Services if provincialisation was accepted, prescription of qualifications for the Officer and ranks and constitution of an All India Fire Service.
5. Central control and advice, constitution of a Central Advisory Board and Regional Inspectors to ensure operational uniformity and efficiency.
6. Constitution of Auxiliary Fire Service on an experimental basis in each State after seeking views of the State Governments.
7. Organisation of street fire parties.
8. Education of house-holders' responsibilities and propaganda.
9. Standardisation of badges of rank for the Fire Services.
10. Inclusion of suitable provision in the Model Fire Services legislation in regard to fire-prevention.
11. Organisation of a Salvage service and Machinery for financing the same.
12. Levy of Fire Tax.
13. Separation of the Police and Fire Forces in order to ensure technical efficiency and convenience from administrative point of view.

APPENDIX " 1-B"

**NAMES AND DESIGNATIONS OF GENTLEMEN WHO ATTENDED
CONFERENCE OF THE CHIEFS OF FIRE SERVICES IN INDIA HELD ON
23rd AUGUST, 1955 IN THE DEFENCE MINISTRY COMMITTEE,
ROOM NO. 129-D, CENTRAL SECRETARIAT BUILDING, NEW DELHI
(See Para 7 under INTRODUCTION)**

1. Shri B.N. Datar, Deputy Home Minister, Government of India.
2. Shri A.V. Pai, ICS, Secretary, Ministry of Home Affairs, Government of India.
3. Shri M. Gopal Menon, ICS, Deputy Secretary, Ministry of Home Affairs, Government of India.
4. Shri L.G. Mirchandani, Officer on Special Duty, Ministry of Home Affairs, Government of India.
5. Shri C.M. Chakravarti, Under Secretary, Ministry of Home Affairs, Government of India.
6. Shri M.G. Pradhan, Commandant, National Fire Service College, Rampur.
7. Dr. M.K. Maitra, Chief Inspector of Explosives, Ministry of WH&S, Government of India.
8. Shri M.P. Mukherji, Inspector of Explosives, Ministry of WH&S, Government of India.
9. Shri T.J. Makhijani, PA to Chief Engineer, CPWD, Ministry of WH&S, Government of India.
10. Sardar Kartar Singh, Fire Superintendent, CPWD, Ministry of WH&S, Government of India.
11. Shri A. K. Chakraborty, Fire Inspector, Eastern Railways, Fairlie Place, Calcutta (Ministry of Railways).
12. Shri N.M. Karanjia, Fire Superintendent, Central Railway, Bombay (Ministry of Railways).
13. Shri G.S. Bhagwan, Western Railway, Bombay Central (Ministry of Railways).
14. Shri Jaswant Rai, Fire Officer, Northern Railway, Delhi (Ministry of Railways).
15. Shri S.F. Lakhani, Fire Adviser, Ministry of Defence, Government of India.
16. Major Sahib Singh, Inspector of Fire Services, Ministry of Defence, Government of India.
17. Shri M.B. Chakankar, Assistant Fire Adviser, Ministry of Defence, Government of India.
18. Shri G.B. Singh, Deputy Director, D.G.C.A. HQs., Ministry of Communications, Government of India.
19. Shri Babar Mirza, Deputy Director, D.G.C.A. HQs., Ministry of Communications, Government of India.
20. Shri P.N. Mehrotra, Fire Officer, Civil Aviation Deptt., Ministry of Communications, Government of India.
21. Shri N.S. Mankikar, Chief Adviser (Factories), Ministry of Labour, Government of India.
22. Shri Lal C. Verman, Director, Indian Standards Institution, New Delhi
23. Shri C.S. Chandrasekhra, Deputy Director, Indian Standards Institution, New Delhi.
24. Shri A.V.R. Sharma, PA to Inspector General of Police, Andhra Pradesh.
25. Shri B.M. Bora, IPS, Asst., Inspector General of Police, Assam.
26. Shri B.R. Modi, State Fire Officer, Bihar.
27. Capt. M.J.B. Maneckji, Commandant General, Home Guards and Honorary Fire Adviser, Bombay.
28. Shri C.S. Salvi, Assistant Commandant, Fire School, Bombay'
29. Shri S.G. Vengsarkar, Chief Fire Officer, Bombay Fire Brigade, Bombay
30. Shri V.B. Masooji, Staff Officer, Home Guards, Bombay
31. Shri A.B. Advani, Chief Fire Officer, Delhi Fire Service, New Delhi
32. Shri Syed Sayeed Hassan, State Fire Force Commander, Hyderabad.
33. Shri M.B. Rishi, Chief Superintendent, Indore Fire Brigade, Madhya Pradesh.

34. Shri V.F. Shinde, Superintendent Fire Brigade, Nagpur
35. Shri John Koshi, District Fire Officer, Tiruchirapalli, Madras
36. Shri K.P. Katare, Chief Fire Officer, Mysore
37. Shri B. Roy, Inspector General of Police, Orissa
38. Shri Mohinder Singh, Fire Officer, Orissa
39. Shri M. Balakrishna Menon, Inspector General of police, Pondicherry
40. Shri R.M. Himnani, Executive Engineer, Public Health Division No.2, Chandigarh, Punjab.
41. Shri V. B. Eswaran, Officer on Special Duty, Saurashtra.
42. Shri J.V. Bharucha, Superintendent, Fire Brigade, Bhavnagar, Saurashtra.
43. Shri L.D. Dava, Superintendent, Fire Brigade and Ambulance, Rajkot, Saurashtra.
44. Shri J. Goinhe, Chief of Fire Service, Travancore-Cochin.
45. Shri P. N. Banerji, Superintendent of Police, Tripura.
46. Shri S.K. Bose, Chief Fire Officer, Allahabad (U.P.)
47. Capt. C.M. Gogerly, Director, West Bengal Fire Service, Calcutta.

APPENDIX "1 -C"

RECOMMENDATIONS OF THE CONFERENCE OF THE CHIEFS OF FIRE SERVICES IN INDIA HELD IN DEFENCE MINISTRY COMMITTEE, ROOM NO.129.D, CENTRAL SECRETARIAT BLDG. NEW DELHI FROM 23-25, AUGUST, 1955

(See para 7 under INTRODUCTION)

The conference recommended that:-

1. The syllabi for various courses to be conducted at the State Fire Schools and the National Fire Service College, Rampur, be modified as per recommendations of the Sub-Committee set-up by the Conference for this purpose.
2. The Fire drill manual, as finalised by the Sub-committee, may be adopted.
3. A healthy convention should be developed for encouraging consultation with local Fire Services by all Central, State and local authorities responsible for the licensing of storage of flammable and other hazardous goods and licensing of factories.
4. A nucleus of Fire Research Station be established in India and the scope of its activities be expanded gradually, for carrying out an intensive study of all aspects relating to fire control and fire fighting and for undertaking research work on cognate matters and that a Sub-committee should be appointed to work out the details.
5. Steps be taken to ensure that factories and industrial establishments in the country provide themselves with fire fighting equipment necessary to protect their premises, goods, etc. against the risks and that the minimum scales of fire fighting equipment to be so maintained be laid down, after grading the factories, etc., into required number of categories on the basis of the number of workers, area covered, accessibility, fire hazards and water supply available and similar other factor.
6. An Indian Institute of Fire Engineers should be established on the lines of the one established in London, with the object of promoting fire prevention, fire extinction and fire engineering and to lay down standards by which one could gauge the knowledge of fire fighting personnel. It was decided that initiative in this matter should be left to the Fire Officers who might desire to constitute an Institute of Fire Engineers and approach the Govt. of India for registration and such other help as they would consider necessary.
7. A technical bulletin relating to fire matters should be issued periodically from National Fire Service College, Rampur.
8. A design and development committee may be set-up by the Government of India for the purpose of having the specifications of fire fighting equipment standardised through the Indian Standards Institution. The composition of the Committee-Capt. C.M. Gogerly (West Bengal), Shri S F Lakhani. (Ministry of Defence), Shri A.B. Advani, (Delhi Fire Service), Shri S.G. Vengsarkar (Bombay Fire Brigade), a representative of the Punjab Government and a representative of the Civil Aviation Department - as decided by the Government of India, was approved and it was decided by the government of India, that the Committee may also take up the standardisation of designs of various types of fire stations.
9. Statistics of fires should be collected on proforma approved by the conference with a view to :-
 - (a) Planning an efficient fire fighting organisation throughout the country,
 - (b) Controlling fire hazards, and
 - (c) Avoiding obsolescent types of equipment and training.
10. A Standing Fire Advisory Committee should be set-up under the Government of India, composed of representatives of the following Central Ministries and States, to examine the technical problems relating to Fire Services in the country which may arise from time to time:-

(a)	Ministry of Defence	Shri S.F. Lakhani
(b)	Ministry of Communications	Shri P.N. Mehrotra
(c)	Ministry of Railways	Shri G.S. Bhagwan
(d)	Madras State	Shri John Koshi
(e)	Calcutta (West Bengal)	Capt. C.M. Gogerly
(f)	Delhi	Shri A.B. Advani
(g)	Indian Standards Institutions	Shri C.S. Chandrasekhra
(h)	Bombay State	Shri S.G. Vengsarkar
(i)	Uttar Pradesh State	Shri S.K. Bose
(j)	Convener	Shri M.G. Pradhan

APPENDIX "2A"

STANDING FIRE ADVISORY COMMITTEE-OBJECTS AND SCOPE

(See Para 1 under 2-SFAC)

1. Appointment and functions of Standing Fire Advisory Committee

There shall be a Committee called Standing Fire Advisory Committee to examine the technical problems relating to Fire Services and to make recommendations to the Government of India in the matter including the standardisation of the fire fighting equipment through the Indian standards Institution.

The members of the Committee shall be appointed by Government who would ensure that the representative from (i) each of the States having important Fire Service, Union Territory of Delhi, and (ii) the Ministries of Home Affairs, Defence, Transport and Communications and the Indian Standards Institution are included.

2. Chairman of the Committee

The Chairman of the Committee shall be a nominee of the Ministry of Home Affairs. If the Chairman for any reasons is unable to act, the Government may appoint another Chairman in his place and if the Chairman is absent from any sitting, the Committee shall choose another member to act as Chairman for that sitting.

3. Powers of the Secretary

The Commandant of the National Fire Service College shall be the Member-Secretary of the Committee. The secretary shall, in consultation with the Chairman, convene the meetings of the S.F.A.C. He shall prepare the agenda and other notes for the meetings after they have been approved by the Chairman and then circulate them to the members. The Secretary shall also prepare the minutes of the meeting, recommendations of the Committee and submit these to the Chairman for approval before forwarding to the Ministry of Home Affairs.

4. Quorum

The quorum to constitute a sitting of the Committee shall be as near as may be half of the total number of the Committee.

5. Sitzings of the Committee and venue of the meetings

The meetings of the Committee shall be held in rotation at important Fire Service Centres, like Madras, Hyderabad, Bombay, Calcutta, Allahabad and Delhi.

The Chief Fire officer of the area where the meeting is to be held should provide accommodation and Secretariat Staff for the meeting. The private accommodation at such places can be arranged by the members of the Committee directly with the host Chief Fire Officer concerned'

6. Powers to appoint Sub-Committees

The standing Fire Advisory Committee may appoint one or more sub-Committees each having the power of the undivided Committee to examine any matter that may be referred to them and the reports of such Committee(s) shall be deemed to be the reports of the full committee if these are approved at the sitting of the full committee.

APPENDIX "3A"

CONSTITUTION OF THE STANDING FIRE ADVISORY COUNCIL

(See para 1 & 2 under 3-SFAC)

No. VI-14022/1/78-DGCD (F)

GOVERNMENT OF INDIA/BHARAT SARKAR
MINISTRY OF HOME AFFAIRS/GRIH MANTRALAYA

2nd Floor, Express Building,
Bahadur Shah Zafar Marg,
New Delhi-110002
22nd February, 1980

To

All Members of Standing Fire Advisory Committee

Subject : Change in the name of the Standing Fire Advisory Committee

Sir,

I am directed to inform you that the name of the Standing Fire Advisory Committee has now been changed to "*Standing Fire Advisory Council*".

Yours faithfully,

sd/_

(P.N. MEHROTRA)

*Fire Adviser & Member Secretary
Standing Fire Advisory Committee*

Copy to PS to DGCD

APPENDIX "3A"

No.443/70-DGCD (F)
GOVERNMENT OF INDIA
MINISTRY OF HOME AFFAIRS

23rd April, 1978

A.B.ADVANI
Fire Adviser
Tel. No. 376631

Subject : Composition of Standing Fire Advisory Committee

Dear,

I am writing this to inform you that that Lt. Gen. Moti Sagar PvSM has taken over as Director General of Civil Defence and chairman of the Standing Fire Advisory Committee consequent upon the retirement of Lt. Gen. R.N. Batra, PvSM.

Shri P.N. Mehrotra who was Senior Fire Officer in the Civil Aviation Department and has been the member of the Standing Fire Advisory Committee since its inception has now joined Ministry of Home Affairs as Dy. Fire Adviser. he will, therefore, now be serving on the Standing Fire Advisory Committee as a nominee of the Ministry of Home Affairs.

With regards,

Yours Sincerely,

sd/-
(A. B. ADVANI)

To,
As in the list attached

No. 16/1/66-ER
GOVERNMENT OF INDIA
MINISTRY OF HOME AFFAIRS

To,

1. The Chief Secretary to the Governments of all States/Union Territories
2. The Commissioner, Municipal Corporation of Bombay/Delhi

NEW DELHI-11,
the 23rd Sept, 1966
Asvina, 1888

Subject : Reconstitution and re-organisation of the Standing Fire Advisory Committee

Sir,

I am directed to invite a reference to this Ministry's letter No. 33/3/62-ER. II (B), dated the 23rd February' 1963 on the subject noted above and to say that the Standing Fire Advisory Committee has since been reconstituted again. I am accordingly to forward herewith for information and guidance a note detailing the objects, composition and functions of the reconstituted Committee. A list showing the / designation of the members of the reconstituted Committee is also sent herewith.

Authorised for issue

sd/-

(CHANAN SINGH)

Section Officer

Yours faithfully,

Sd/-

(K.B. MATHUR)

Under Secretary to the Govt. of India

No. 16/1/66-ER, dated the 23rd Sept., 1966, 1st Asvina, 1888

Copy together with a copy of the note, forwarded for information and guidance to the :-

1. Ministries of Defence, Railways and Transport and Aviation (Deptt. of Aviation)
2. All other Ministries
3. Chairman, Standing Fire Advisory Committee
4. All Members of the Standing Fire Advisory Committee; and
5. Director, Indian standard Institution, 9 Mathura Road, New Delhi

Sd/-

(K.B. MATHUR)

Under Secretary to the Govt. of India

STANDING FIRE ADVISORY COMMITTEE

1. Appointment and functions of Standing Fire Advisory Committee

There shall be a Committee called Standing Fire Advisory Committee to examine the technical problems relating to Fire Services and to make recommendations to the Government of India in the matter including the standardisation of the specifications of the fire fighting equipment through the Indian Standards Institution.

The members of the Committee shall be appointed by Government who would ensure that the representative from (i) each of the States having important Fire Service, Union Territory of Delhi, and (ii) the Ministries of Home Affairs, Defence, Transport and Communications, Indian Standards Institution and the Director, National Fire Service College are included'

2. Chairman of the Committee

The Chairman of the Committee shall be a nominee of the Ministry of Home Affairs. If the Chairman for any reasons is unable to act, the Government may appoint another Chairman in his place and if the Chairman is absent from any sitting, the Committee shall chose another member to act as Chairman for that sitting.

3. Quorum

The quorum to constitute a sitting of the Committee shall be as near as may be half of the total members of the Committee.

4. Sittings of the Committee and venue of the meetings

The venue and date(s) of the meeting(s) of the Standing Fire Advisory Committee shall be decided by the Committee.

5. Powers to appoint Sub-committee

The S.F.A.C. may appoint one or more sub-committee each having the power of the undivided committee to examine any matter that may be referred to them and the reports of such committees shall be deemed to the reports of the full committee, unless it is considered necessary to press any report before the Sub-Committee.

6. Secretariat of the S.F.A.C.

The Ministry of Home Affairs will provide the necessary secretariat staff for the administrative work of S.F.A.C. A meeting of the S.F.A.C. will be convened in consultation with the Chairman. The agenda and the notes on the items included in the agenda will be circulated to the members well before the date of the meeting. Matters requiring the preparation of technical notes etc may, if necessary be referred to the Director, National Fire Service College. The recommendations of the Committee will be submitted to the Chairman for his approval, before they are dealt with by the Ministry.

(13.09. 1996)

MINISTRY OF HOME AFFAIRS
(E.R. Section)

List showing the designations of members of the Standing Fire Advisory Committee

Sl. No.	Designation	Name of the State/Central Ministries represented
1.	Director General of Civil Defence	Ministry of Home Affairs, Chairman
2.	Deputy Secretary (ER)	Ministry of Home Affairs, Member-Secretary

MEMBERS

3.	Director of Fire Services, Fire Service Head Quarters, Dar-us-Salam, Hyderabad	Andhra Pradesh
4.	Chief Fire Officer, Fire Brigade Municipal Corporation, Ahmedabad	Gujarat
5.	I.G. of Police, Govt. of J. & K. Srinagar	J & K
6.	Director of Fire Force, Kerala Trivandrum	Kerala
7.	Chief Fire Officer Commisariat Road Bangalore-25	Mysore
8.	The Additional Director of Fire Service Madras-9	Madras
9.	Fire Officer, Orissa, Cuttack	Orissa
10.	Secretary to the Govt. of Punjab, Housing and Local Govt. Department, Chandigarh	Punjab
11.	Chief Fire Officer, Lucknow	U.P.
12.	Director West Bengal Fire Services, 13-D, Free School Street, Calcutta	West Bengal
13.	Fire Adviser, State Fire Service Organisation, Shillong	Assam
14.	State Fire Officer, Bihar, Patna	Bihar
15.	Fire Officer, Municipal Fire Brigade, Jaipur	Rajasthan

16.	Chief Superintendent Police, Fire Brigade Indore	Madhya Pradesh
17.	Fire Adviser, Ministry of Defence, New Delhi	Ministry of Defence
18.	Fire Officer, Civil Aviation Department C/o The Controller of Aerodrome Calcutta Region, Calcutta Airport Dum Dum, Calcutta-28.	Ministry of Transport & Aviation (Department of Aviation)
19.	Joint Director (Security), Railway Board New Delhi	Ministry of Railways
20.	Chief Fire Officer, Mumbai Fire Brigade Mumbai	Mumbai Municipal Corpn. Mumbai
21.	Director, Civil Engineering, Indian Standards Institution, Manak Bhawan 9, Bahadur Shah Zafar Marg New Delhi-110001	Indian Standards Institution New Delhi
22.	Chief Fire Officer, Delhi Fire Service, New Delhi	Delhi Municipal Corporation, Delhi
23.	Director, National Fire Service College Nagpur	National Fire Service College, Nagpur

No. 33/3/62-ER-11(B)
GOVERNMENT OF INDIA
MINISTRY OF HOME AFFAIRS

20, Travancore House Hutments
Canning Road
New Delhi-1
dated the 23rd Feb. 1963

From,

Shri C.L. Goyal,
Under Secretary to the Government of India

To,

1. The Chief Secretary to the Governments of all States/Union Territories. *Except Bihar, Madhya Pradesh, Assam and Rajasthan who have been addressed separately.
2. The Commissioners, Municipal Corporation of Bombay/Delhi.

Subject : Reconstitution and re-organisation of the Standing Fire Advisory Committee

Sir,

I am directed to invite a reference to this Ministry's letter No. 45/2/59-ER-II, dated the 9th May, 1958 on the subject noted above and to say that the Standing Fire Advisory Committee has since been reconstituted again. I am accordingly to forward herewith for information and guidance a note detailing the objects, composition and functions of the reconstituted Committee. A list showing the names and designations of the members of the reconstituted Committee is also sent herewith.

Yours faithfully,

Sd/-
(C. L. GOYAL)
Under Secretary to the Govt. of India

No. 33/3/62-ER-II (B), dated the 23rd February, 1963

Copy together with a copy of the note, forwarded for information and guidance to the :-

1. Ministries of Defence, Railways, Transport and Communications (Department of Communications & Civil Aviation)
2. All other Ministries
3. Chairman, Standing Fire Advisory Committee
4. All Members of the Standing Fire Advisory Committee, and
5. Director, Indian Standards Institution, 9 Mathura Road, New Delhi

Sd/-
(C. L. GOYAL)
Under Secretary to the Govt. of India

STANDING FIRE ADVISORY COMMITTEE

1. Appointment and function of the Standing Fire Advisory Committee

There shall be a Committee called Standing Fire Advisory Committee to examine the technical problems relating to Fire Services and to make recommendations to the Government of India in the matter including the standardisation of the specifications of the fire fighting equipment through the Indian Standards Institution.

The members of the Committee shall be appointed by Government who would ensure that the representative from (i) each of the States having fire Services, Union Territory of Dehi, and (ii) the Ministries of Home Affairs, Defence, Railways, Transport and Communications Indian Standards Institution and the Director, National Fire Service College, are included.

2. Chairman of the Committee,

The Chairman of the Committee shall be a nominee of the Ministry of Home Affairs. If the Chairman for any reasons is unable to act, the Government may appoint another Chairman in his place and if the Chairman is absent from any sitting, another member may be requested to act as Chairman for that particular sitting.

3. Quorum

The quorum to constitute a sitting of the Committee shall be as near as may be half of the total members of the Committee.

4. Sittings of the Committee and venue of the meetings

The venue and date(s) of the meeting(s) of the Standing Fire Advisory Committee shall be decided by the Committee.

5. Powers to appoint Sub-committee

The S.F.A.C. may appoint one or more sub-committees each having the power of the undivided committee to examine any matter that may be referred to them and the reports of such committees shall be deemed to be the reports of the full committee, unless it is considered necessary to press any report before the Sub-Committee.

6. Secretariat of the S.F.A.C.

The Ministry of Home Affairs will provide the necessary secretariat staff for the administrative work of S.F.A.C. A meeting of the S.F.A.C. will be convened in consultation with the Chairman. The agenda and the notes on the items included in the agenda will be circulated to the members well before the date of the meeting. Matters requiring the preparation of technical notes etc. may, if necessary be referred to the Director, National Fire Service College. The recommendations of the Committee will be submitted to the Chairman for his approval, before they are dealt with by the Ministry.

(23.02. 1963)

MINISTRY OF HOME AFFAIRS
(E.R. II Section)

List showing the names and designations of members of the Standing Fire Advisory Committee

Sl.	Name & Designation	Name of the State/Central Ministries represented
1.	Commandant General, M.J.B. Maneckji Honorary Adviser (Emergency Relief), Ministry of Home Affairs Fire Adviser to the Govt. of Maharashtra Old Secretariat Annexe, Mumbai	1. Ministry of Home Affairs 2. Govt. of Maharashtra, Chairman
2.	Shri Syed Syeed Hussain Director of Fire Services Fire Service Head Qrs. Dar-us-Salam, Hyderabad Deccan	Andhra Pradesh
3.	Shri S.M. Bharucha, Ag. Chief Fire Officer, Fire Brigade Municipal Corporation, Ahmedabad	Gujarat
4.	Shri D.W. Mehra, I.G. of Police Government of Jammu & Kashmir Srinagar	J & K
5.	K.P. Balakrishna Menon Divisional Fire Officer & P.A. to the I.G. Police, Fire Service Branch Kerala, Trivandrum	Kerala
6.	Shri S.V. Symss, Chief Fire Officer Mangalore, Mysore	Mysore
7.	Shri John Koshi Chief Fire Officer Southern Region, Madurai	Madras
8.	Shri M. Singh Fire Officer, Orissa Cuttack	Orissa
9.	Shri R.I.N. Ahooja, I.A.S. Secretary to the Govt. of Punjab Housing & Local Govt. Department, Chandigarh	Punjab
10.	Shri S.K. Bose Chief Fire Officer Lucknow	Uttar Pradesh

11.	Shri S.C. Chatterjee Director, West Bengal Fire Service 13-D, Free School Street Calcutta	West Bengal
12.	Shri S. Bose Fire Adviser, State Fire Service Organisation Shillong	Assam
13.	Shri B.R. Modi State Fire Officer, Bihar Patna	Bihar
14.	Shri Lachhman Dass Fire Officer, Municipal Fire Brigade Jaipur	Rajasthan
15.	Shri M.B. Rishi, Supdt., Fire Brigade, Indore Madhya Pradesh	Madhya Pradesh
16.	Shri S.F. Lakhani Fire Adviser Ministrt of Defence New Delhi	Ministry of Defence
17.	Shri P.N. Mehrotra Fire Officer Civil Aviation Department C/o The Controller of Aerodrome Calcutta Region, Calcutta Airport Dum Dum, Calcutta-28	Ministry of Transport & Communications (C.A. Department)
18.	Shri Usman Ali Khan Joint Director (Security) Railway Board, New Delhi	Ministry of Railways
19.	Shri S.G. Vengsarkar Chief Officer, Mumbai Fire Brigade, Mumbai	Mumbai Municipal Corporation, Mumbai
20.	Dr. H.C. Visvesvaraya Deputy Director Indian Standards Institution 9 Mathura Road, New Delhi	Indian Standards Institution
21.	Shri A.B. Advani Chief Fire Officer Delhi Fire Service New Delhi	Delhi Municipal Corporation' Delhi
22.	Shri M.G. Pradhan Director National Fire Service College Nagpur	National Fire Service College Nagpur

APPENDIX "3-B"

RESPONSIBILITIES AND COMPOSITION OF STANDING SUB-COMMITTEES CONSTITUTED BY THE STANDING FIRE ADVISORY COUNCIL AT THE 22nd MEETING

(See para 3 under Standing Fire Advisory Council)

The details of constitution of each of these Sub-committees as decided are as follows :-

- | | | |
|---|--|-------------------|
| (a) Organisation and Personnel Sub-Committee | | |
| (i) | Shri Raja Rajendra Singh
Director of Fire Services
Himachal Pradesh | - Convener |
| (ii) | Shri G.B. Menon
Fire Adviser, M.H.A. | - Member |
| (iii) | Shri B.R. Mehta
General Secretary, I.F. E. (India) | - Member |
| (iv) | Shri S.S.L. Sharma
C.F.O., Delhi Fire Service, Delhi | - Member |
| (v) | Shri J.L. Bhatt
Chief Fire Officer, Surat | - Member |
| (vi) | Shri S.P. Batra
Chief Fire and Security Officer
Shipping Corporation of India | - Co-opted Member |
| (vii) | Shri B. Krishnamurthy
Addl. Director of Fire Services
Andhra Pradesh | - Co-opted Member |
| (viii) | Shri T. L. Verma, Fire Officer
Ambala | - Co-opted Member |
| (b) Modernisation and Resource Sub-Committee | | |
| (i) | Shri. D.Viyaya Devaraj Urs. IPS Devraj Urs., IPS
Director, Karnataka State Fire Force | - Convener |
| (ii) | Shri. A. Venkatachalam, IPS
Director of Fire Force, Kerala | - Member |
| (iii) | Col. V.V.K. Rao,
Fire Adviser,
Ministry of Defence | - Member |
| (iv) | Shri C. P. Gossain
Fire Officer, CPWD | - Member |
| (v) | Shri B. Krishnamurthy
Addl. Director of Fire Service
Andhra Pradesh | - Co-opted Member |
| (c) Equipment Sub-Committee | | |
| (i) | Shri A. S. Kulkarni, Fire Adviser,
Maharashtra | - Convener |
| (ii) | Shri Sushil Kumar
Development Officer, DGTD | - Member |
| (iii) | Shri R.R. Dhoblay
Chief Fire Officer, BARC | - Member |

(iv)	Shri K. M. Mathur Dy. Director, ISI	-	Member
(v)	Shri V. B. Nikam Dy. Chief Fire Officer Mumbai Fire Brigade	-	Co-opted Member
(vi)	Shri V. P. Dewan Controller of InsPection Fire Fighting Equipment Ministry of Defence.	-	Co-opted Member
(vii)	Shri P. N. Ghosh President, IFE (India)	-	Co-opted Member
(viii)	Lt. Col. R. M. Rajan Assistant Dir. General (Commons) DGCD	-	Co-opted Member
(d)	TrainingSub-Committee		
(i)	Shri K. K. Das Gupta Director West Bengal Fire Service	-	Convener
(ii)	Shri Satguru Prasad State Fire Officer, Bihar	-	Member
(iii)	Shri P. N. Panchal Asstt. Inspector General, CISF	-	Member
(iv)	Shri S. K. Dheri Chief Fire Officer Himachal Pradesh	-	Co-opted Member
(v)	Shri P. K. Chatterjee P.Sc. O Dy. Director (Training Wing), DIFR	-	Co-opted Member
(vi)	Shri C. T. Kunjumathan Member Fire Officer Vikram Sarabhai Space Centre Trivendrum	-	Co-opted
(e)	Fire Prevention and Legislation Committee		
(i)	Shri B. B. L. Gupta, IPS Director Fire Service, U. P.	-	Convener
(ii)	Shri C. K. Reddy, IPS Director of Fire Service Andhra Pradesh	-	Member
(iii)	Shri Vijay Kumar Regional Director Regional Labour Institute (Kanpur) Minsitry of Labour & Employment	-	Member
(iv)	Dr. G. N. Badami Dy. Director, Fire Research C. B. R. I.	-	Member
(v)	Shri V. B. Nikam Dy. Chief Fire Officer Mumbai Fire Brigade	-	Co-opted Member
(vi)	Shri Mahendra Prasad Member	-	Co-opted

- Asstt. Fire Adviser
Ministry of Defence
- (vii) Shri. R.K. Bharadwaj - Co-opted Member
A.D.O. Delhi, Fire Service
- (viii) Representative - Co-opted Member
Loss Prevention Association

It was decided that the five Standing Sub-Committees may examine the issues which have been raised in Agenda Points as indicated below, and forwarded their reports to the Ministry of Home Affairs by the target dates, also indicated against each :-

(a) Organisation and Personnel Sub-Committee

- (i) Item No. 24 of Main Agenda - Formulate rules governing the grant of Long Service and Good Conduct Medals, and submit report by 15th May, 1982.
- (ii) Item No. 59 of Main Agenda - Report to be submitted by 30th April, 1982.
- (iii) Item No. 11 of Annexure II - The Sub-Committee to conduct detailed examination of the proposals already with the SFAC, the replies received from the States, and put up revised proposals, if any, for final consideration before commending the same for adoption by the Fire Services - Report to be submitted by 31st May, 1982.
- (iv) Item No. 13 of Annexure II - To examine the proposals when received from the earlier Sub-Committee and submit a report within 2 months.
- (v) Item No. 16-B of Annexure II - To examine the Report already received at Annexure III of Agenda and submit its comments and recommendations by 30th April, 1982.

(b) Modernisation and Resources Sub-Committee

- (i) Items 7, 8, 10, 12, 13 and 17 - Examine the proposals in these items and to put up a comprehensive case for being put up to the Central Government by 15th April, 1982.

(c) Equipment Sub-Committee

- (i) Item 34 - To examine the proposal and put up Report by 31st January, 1982
- (ii) Item 36 - To examine and put up Report by 15th April, 1982.

(d) Training Sub-Committee

- (i) Item 39 - To examine the problem and to recommend suitable proposals for securing the services of well qualified and experienced Fire Officers from major Fire Services to work as Instructors at NFSC - Report to be submitted by 30th April, 1982.
- (ii) Item 41 - To examine the proposal, in its entirety, for certain selected Regional Training Centres in the country to take over the responsibility for conducting the Sub-Officers' courses from the NFSC, and work out the methodology to be adopted with details, including financial implications - Report to be submitted by 30th June, 1982.
- (iii) Item 47 - To examine the proposal and put up detailed recommendations by 31st March, 1982.
- (iv) Item 49 - To examine and put up recommendations

implementation of the proposal - Report to submitted by 31st March, 1982.

(e) **Fire Prevention and Legislation Sub-Committee**

(i) Items 5 & 6

-

To put up draft Central Legislation on Fire Prevention and Fire Safety by 30th June 1982.

33. It was decided that each Sub-Committee will be free to co-opt any expert as a Member - However, all expenditure in connection with the work of the Sub-Committee, including TA/DA etc., will be borne by the Parent administrative Deptt./Organisation to which each member belongs to. Further sub-committee may also constitute their own Working Groups to deal with any part of the work assigned to them, if they so desire.

APPENDIX "4A"

GRADATION OF CIVIL DEFENCE TOWNS IN GROUPS 1 TO III AS RECOMMENDED BY S.F.A.C. AT THE SPECIAL MEETING HELD IN OCTOBER, 1959

(See paras 2 to 4 under 4 Priority for Development of Fire Services)

At that meeting, the members expressed the views that the existing grouping of towns in respect of fire fighting requirements should be revised, because that for those were based largely on the population, and it would be more realistic if other major considerations, like susceptibility of fire risks, etc., were also considered. A revised gradation of towns in different groups was therefore recommended as given below:-

Group I

This should include towns having important areas essential from the point of view of Civil emergency and where high fire risk exist, and which have been specifically earmarked for fire protection by the Government of India. These are :-

Sl.	State	Name of Town
1.	Jammu and Kashmir	Jammu
2.	Jammu and Kashmir	Srinagar
3.	Punjab	Jalandar
4.	Punjab	Ludhiana
5.	Delhi	Delhi and New Delhi
6.	Bihar	Jamshedpur
7.	West Bengal	Greater Calcutta
8.	Mumbai	Greater Mumbai
9.	Bombay	Kandla (now in Gujarat)
10.	Assam	Digboi

Group II

This should include towns of very high fire risk and industrial areas, which are subjected to serious fire risks. These are :-

Sl.	State	Name of Town
1.	Andhra Pradesh	Hyderabad-Secundrabad
2.	Mumbai	Pune
3.	Mumbai	Sholapur
4.	Mumbai	Ahmedabad
5.	Mumbai	Nagpur
6.	Kerala	Cochin
7.	Madras	Madras
8.	Mysore	Bangalore
9.	Punjab	Ambala

10.	Punjab	Amritsar
11.	Punjab	Ferozpur
12.	Punjab	Pathankot
13.	Punjab	Bhakra Nangal
14.	Punjab	Chandigarh
15.	Rajasthan	Jodhpur
16.	Uttar Pradesh	Kanpur (including Chakeri)
17.	Uttar Pradesh	Agra
18.	Uttar Pradesh	Bareilly
19.	Uttar Pradesh	Mathura
20.	Uttar Pradesh	Allahabad
21.	Uttar Pradesh	Banaras

Group III

Such towns of high fire-risks where Fire Services need expansion or provision of the fire fighting equipment is essential. These are :-

Sl.	State	Name of Town
1.	Andhra Pradesh	Guntur
2.	Andhra Pradesh	Kakinada
3.	Andhra Pradesh	Rajahmundry
4.	Andhra Pradesh	Vijaywada
5.	Andhra Pradesh	Vishakhapatnam
6.	Andhra Pradesh	Warrangal
7.	Bihar	Gaya
8.	Bihar	Patna
9.	Bihar	Bhagalpur
10.	Bihar	Ranchi
11.	Mumbai	Baroda
12.	Mumbai	Bhavnagar
13.	Mumbai	Bhuj
14.	Mumbai	Aurangabad
15.	Mumbai	Jamnagar
16.	Mumbai	Nanded
17.	Mumbai	Rajkot
18.	Mumbai	Kolhapur
19.	Mumbai	Surat
20.	Kerala	Alleppy

21.	Kerala	Kozhikode
22.	Kerala	Trivendrum
23.	Madhya Pradesh	Bhopal
24.	Madhya Pradesh	Gwalior
25.	Madhya Pradesh	Indore
26.	Madhya Pradesh	Jabalpur
27.	Madhya Pradesh	Ratlam
28.	Madhya Pradesh	Ujjain
29.	Madras	Coimbatore
30.	Madras	Madurai
31.	Madras	Salem
32.	Madras	Sivakasi
33.	Madras	Trichinapalli
34.	Madras	Tanjore
35.	Madras	Vellore
36.	Mysore	Belgaum
37.	Mysore	Hubli
38.	Mysore	Karwar
39.	Mysore	Mangalore
40.	Mysore	Mysore
41.	Orissa	Cuttack
42.	Rajasthan	Ajmer
43.	Rajasthan	Bikaner
44.	Rajasthan	Jaipur
45.	Uttar Pradesh	Aligarh
46.	Uttar Pradesh	Gorakhpur
47.	Uttar Pradesh	Jhansi
48.	Uttar Pradesh	Dehradun
49.	Uttar Pradesh	Lucknow
50.	Uttar Pradesh	Meerut
51.	Uttar Pradesh	Moradabad
52.	Uttar Pradesh	Rampur
53.	Uttar Pradesh	Saharanpur
54.	West Bengal	Behala (South Calcutta)
55.	West Bengal	Bhatpara
56.	West Bengal	Garden Reach
57.	West Bengal	Kharagpur
58.	West Bengal	Howrah
59.	West Bengal	Tallyganj

APPENDIX "5-A"

BILL TO PROVIDE FOR THE MAINTENANCE OF A FIRE FORCE FOR THE STATE

(See para 3-5 under LEGISLATION)

Be it enacted by the State Legislature in the _____ year of the Republic of India as follows.

PRELIMINARY

1. Short Title, extent and commencement :

- (1) This Act may be called the _____ Fire Force Act, 195.
- (2) It extends to the whole of the State of _____ Name of the State.
- (3) It shall come into force in any area on such date as the State Government may, by Notification in the Official Gazette, appoint, and different areas and for different provisions of this Act.

2. Definitions : In this Act, unless the context otherwise requires:-

- (a) "Director" means the Director of the Fire Force appointed under Section 4;
- (b) "Fire Fighting Properly" includes -
 - (i) lands and buildings used as fire stations.
 - (ii) fire engines, equipments, tools, implements and things whatsoever used for fire-fighting.
 - (iii) motor vehicles and other means of transport used in connection with fire-fighting, and
 - (iv) uniforms and badges of ranks;
- (c) "Fire-station" means any post or place declared, generally or specially, by the State Government to be a fire-station.
- (d) "Force" means (Name of the state) Fire Force maintained under this Act;
- (e) "Officer-in-charge of a fire station" includes when the officer-in-charge of the fire station is absent from the station or unable from illness or other cause to perform his duties, the fire officer present at the station who is next in rank to such officer;
- (f) "Prescribed" means prescribed by rules made under this Act.

MAINTENANCE OF THE FIRE FORCE

3. Maintenance of fire force

There shall be maintained by the State Government a fire force to be called Name of the State Fire Force for services in the local areas in which this Act is in force.

4. Appointment of Director of Fire Force

The State Government may appoint a person to be the Director of the Fire Force.

5. Superintendence and Control of the Force

1. The superintendence and control of the force shall vest in the Director and shall be carried on by him in accordance with the provisions of this Act and of any rules made thereunder.
2. The State Government may appoint such officers as it may deem fit to assist the Director in the discharge of his duties.

6. Appointment of members of the force

The Director or such other officer of the force as the state Government may authorise in this behalf shall appoint members of the force in accordance with the rules made under this Act.

7. Issue of Certificate to members of Force

1. Every person shall, on appointment to the force, receive a certificate in the prescribed form under the seal of the Director or an officer authorised in this behalf of State Government and thereupon such person shall have the powers, functions and privileges of a member of the force under this Act.
2. The certificate referred to in sub-section (1) shall cease to have effect when the person named therein ceases for any reason to be a member of the force; and on his ceasing to be such member, he shall forthwith surrender the certificate to any officer empowered to receive the same.
3. During any term of suspension, the powers, functions and privileges vested in any member of the force shall be in abeyance, but such member shall continue to be subject to the same discipline and penalties as he would have been if he had not been suspended.

8. Auxiliary Fire Force

Whenever it appears to the State Government that it is necessary to augment the force, it may raise an auxiliary force by enrolment of volunteers for such areas and on such terms and conditions as it may deem fit.

9. Power of State Government to make orders

The State Government may from time to time make such general or special orders as it thinks fit:-

- (a) for providing the force with such appliances and equipments as it deems proper;
- (b) for providing adequate supply of water and for securing that it shall be available for use;
- (c) for constructing or providing stations or hiring places for accommodating the members of the force and its fire fighting appliances;
- (d) for giving rewards to persons who have given notice of fires and to those who have rendered effective service to the force on the occasion of fires;
- (e) for the training, discipline and good conduct of the members of the force;
- (f) for the speedy attendance of members of the force with necessary appliances and equipment on the occasion of any alarm of fire;
- (g) for sending members of the force with appliances and equipment beyond the limits of any area in which this Act is in force for purposes of fire fighting in the neighborhood of such limits;
- (h) for the employment of the members of the force in any rescue, salvage or other similar work;
- (i) for regulating and controlling the powers, duties and functions of the Director; and
- (j) generally for the maintenance of the force in a due state of efficiency.

10. Powers of members of the force on occasion of fire

On the occasion of fire in any area in which this Act is in force, any member of the force who is in charge of fire fighting operations on the spot may:—

- (a) remove, or order any other member of the force to remove, any person who by his presence interferes with or impedes the operation for extinguishing the fire or for saving life or property;
- (b) close any street or passage in or near which a fire is burning;
- (c) for the purpose of extinguishing fire, break into or through or pull down, any premises for the passage of hose or appliances or cause them to be broken into or through or pulled down,

doing as little damage as possible;

- (d) require the authority in charge of water supply in the area to regulate the water mains so as to provide water at a specified pressure at the place where fire has broken out and utilise the water of any stream, cistern, well or tank or of any available source of water, public or private, for the purpose of extinguishing or limiting the spread of such fire;
- (e) exercise the same powers for dispersing an assembly of persons likely to obstruct the fire fighting operations as if he were an officer-in-charge of a police station and as such if such an assembly were an unlawful assembly and shall be entitled to the same immunities and protection as such an officer, in respect of the exercise of such powers;
- (f) generally take such measures as may appear to him to be necessary for extinguishing the fire or for the protection of life or property.

11. Power of Director to make arrangements for supply of water

The Director may, with the previous sanction of the State Government, enter into an agreement with the authority in charge of water supply in any area for securing an adequate supply of water in case of fire, on such terms as to payment or otherwise as may be specified in the agreement.

12. Power of Director to enter into arrangements for assistance

The Director may, with the previous sanction of the State Government, enter into arrangements with any person who employs and maintains personnel or equipment or both for fire fighting purposes, to secure, on such terms as to payment or otherwise as may be provided by or under the arrangements, the provision by that person or assistance for the purpose of dealing with fire occurring in any area in which this Act is in force.

13. Preventive Measures

- 1. The State Government may by notification in the Official Gazette, require owners or occupiers of premises in any area or of any class of premises used for purposes which in its opinion are likely to cause a risk of fire, to take such precautions as may be specified in such notification.
- 2. Where a notification has been issued under sub-section (1), it shall be lawful for the Director or any officer of the force authorised by the State Government in this behalf to direct the removal of objects or goods likely to cause a risk of fire, to a place of safety; and on failure of the owner or occupier to do so, the Director or such officer may, after giving the owner or occupier a reasonable opportunity of making representation seize, detain or remove such objects or goods.

EXPENDITURE ON MAINTENANCE OF FORCE

14. Expenditure on the force

The entire expenditure in connection with the force shall be met out of the Consolidated Fund of the State.

Provided that the State Government may recover from any local authority of any area in which this Act is in force such contribution towards the cost of the portion of the force maintained in that area as the State Government may direct from time to time.

15. Levy of fire tax

- 1. There may be levied a fire tax on Lands and Buildings which are situated in any area in which this Act is in force and on which property tax by whatever name called is levied by any local

authority in that area.

2. The fire tax shall be levied in the form of a surcharge on the property tax at such rate not exceeding ... per cent of such property tax as the State Government may, by notification, in the Official Gazette, determine.

16. Mode of assessment, collection etc., of fire tax

1. The authorities for the time being empowered to assess, collect and enforce payment of property tax under the law authorising the local authority of the area to levy such tax shall, on behalf of the State Government and subject to any rules made under this Act, assess, collect and enforce payment of the fire tax in the same manner as the property tax is assessed, paid and collected; and for this purpose, they may exercise all or any of the powers they have under the law aforesaid and the provisions of such law including provisions relating to returns, appeals, reviews, revisions, references and penalties shall apply accordingly.
2. Such portion of the total proceeds of the fire tax as the State Government may determine shall be deducted to meet the cost of collection of the tax.
3. The proceeds of the fire tax collected under this Act reduced by the cost of collection shall be paid to the State Govt. in such manner and at such intervals as may be prescribed.

17. Fees

1. Where members of the force are sent beyond the limits of any area in which this Act is in force, in order to extinguish a fire in the neighbourhood of such limits, the owner or occupier of the premises where the fire occurred or spread shall be liable to pay such fee as may be prescribed in this behalf.
2. The fee referred to in sub-section (1) shall be payable within one month of the service of a notice of demand by the Director on the owner or occupier and if it is not paid within that period, it shall be recoverable as an arrear of land revenue.

ACQUISITION OF FIRE FIGHTING PROPERTY

18. Prohibition against transfer of fire fighting property

No local authority of any area in which this Act is in force shall, after the commencement of this Act in that area, transfer or otherwise part with any fire fighting property without the previous sanction of the State Government.

19. Acquisition of fire fighting property

1. If, after making such inquiry and investigation as it deems necessary and after giving the local authority an opportunity to make its representations, the State Government is of opinion that the standard of efficiency of the fire fighting personnel and equipment maintained by the local authority is not adequate to meet the normal requirements of the area, the State government may acquire the fire fighting property of the local authority by publishing in the Official Gazette a notice to the effect that the State Government has decided to acquire such property on payment of its market value, a copy of such notice shall also be served on the local authority.
2. When a notice as aforesaid is published in the Official Gazette, the property specified in such notice shall on and from the beginning of the date on which the notice is so published, vest absolutely in the State Government free from all encumbrances.

20. Principles and method of determining compensation

1. The amount of compensation payable in respect of any fire fighting property acquired under this Act shall be the market value of such property on the date of issue of the notice referred to in Section 19, that is, the price which it would have fetched in the open market if it had been sold out that date.
2. The amount of compensation shall be determined in the manner and in accordance with the Principles hereinafter set out, that is to say -
 - (a) where the amount of compensation can be fixed by agreement, it shall be paid in accordance with such agreement;
 - (b) where no such agreement can be reached, the State Government shall appoint as arbitrator a person who is, or has been or is qualified for appointment as, a Judge of a High Court;
 - (c) the State Government may in any particular case nominate a person having expert Knowledge as to the nature of the property acquired to assist the arbitrator and where Such nomination is made, the local authority concerned may also nominate an assessor for the same purpose.
 - (d) at the commencement of the proceedings before the arbitrators, the State Govt and the local authority shall state what in their respective opinion is a fair amount of compensation;
 - (e) the arbitrator shall after hearing the dispute make an award determining the amount of compensation which appears to him to be just and in making the award he shall have regard to the circumstances of each case and the provisions of this section;
 - (f) nothing in the Arbitration Act, 1940 shall apply to arbitrations under this section.

21. Appeals from awards in respect of compensation

Where the State Government or a local authority is aggrieved by an award of the arbitrator under Section 20, it may within thirty days from the date of such award prefer an appeal to the High Court within whose appellate jurisdiction the required property is situated.

22. Powers of arbitrator

The Arbitrator appointed under Section 20, while holding arbitration proceedings under this Act, shall have all the powers of a civil court, while trying a suit under the Code of Civil Procedure, 1908 in respect of the following matters, namely -

- (a) summoning and enforcing the attendance of any person and examining him on oath;
- (b) requiring the discovery and production of documents;
- (c) receiving evidence on affidavits; and
- (d) issuing commissions for examination of witnesses.

PENALTIES

23. Penalty for violation of duty etc.

Any member of the force who—

- (a) is found to be guilty of any violation of duty or wilful breach of any provision or this Act or any rule or order made thereunder, or
- (b) is found to be guilty of cowardice, or
- (c) withdraws from the duties of his office without permission or without having given previous notice of at least two months, or

- (d) being absent on leave fails without reasonable cause to report himself for duty on the expiration of such leave, or
- (e) accepts any other, employment or office in contravention of the provisions of Section 29, shall be punishable with imprisonment which may extend to three months or with fine which may extend to an amount not exceeding three months' pay of such member or with both,

24. Failure to give information

Any person who without just cause fails to communicate information in his possession regarding an outbreak of fire shall be deemed to have committed an offence punishable under the first part of Section 176 of the Indian Penal Code.

25. Failure to take precautions

Whoever fails without reasonable cause to comply with any of the requirements specified in a notification issued under sub-section (1) of Section 13 or of a direction issued under sub-section (2) of that section shall be punishable with fine which may extend to five hundred rupees.

26. Wilfully obstructing fire fighting operations

Any person who wilfully obstructs or interferes with any member of the force who is engaged in fire fighting operations shall be punishable with imprisonment which may extend to three months or with fine which may extend to five hundred rupees or with both.

27. False report

Any person who knowingly give or causes to be given a false report of the outbreak of a fire to any person authorised to receive such report by means of a statement, message or otherwise shall be punishable with imprisonment for three months or with fine not exceeding five hundred rupees or with both.

GENERAL AND MISCELLANEOUS

28. Training Centres

The State Government may establish and maintain one or more training centres in the State for providing courses of instruction in the prevention and extinguishment of fire and may close down or re-establish any such centre.

29. Bar to other employment

No member of the force shall engage in any employment or office whatsoever other than his duties under this Act unless expressly permitted to do so by the Director.

30. Transfer to other area

The Director or any officer authorised by the State Government in this behalf may, on the occasion of a fire or other emergency in any neighbouring area in which this Act is not in force, order the despatch of the members of the force with necessary appliances and equipments to carry on fire fighting operations in such neighbouring area and thereupon all the provisions this Act and the rules made thereunder shall apply to such area, during the period of fire or emergency or during such period as the Director may specify.

31. Employment on other duties

It shall be lawful for the State Government or any officer authorised by it in this behalf to employ the force in any rescue, salvage or other work for which it is suitable by reason of its training, appliances and

equipments.

32. Liability of property owner to pay compensation

1. Any person whose property catches fire on account of any action of his own or of his agent done deliberately or negligently shall be liable to pay compensation to any other person suffering damage to his property on account of any action taken under Section 10 of this Act by any officer mentioned therein or any person acting under the authority of such officer.
2. All claims under sub-section (1) shall be preferred to the District Magistrate within 30 days from the date when the damage was caused.
3. The District Magistrate shall, after giving the parties an opportunity of being heard, determine the amount of compensation due and pass an order stating such amount and the person liable for the same, and the order so passed shall have the force of a decree of a civil court.

33. Inquiry into origin of fire and report to Magistrate

Where any fire has occurred within any area in which this Act is in force, the senior most officer in rank among the members of the force in that area shall ascertain the facts as to the origin and cause of such fire and shall make a report thereon to the Magistrate having jurisdiction in the place in which such fire occurs; and the said Magistrate shall in any case where he may deem fit summon witnesses and take evidence in order to further ascertain such facts.

34. Power to obtain information

Any officer of the force not below the rank of officer in charge of a fire station may for the purpose of discharging his duties under the Act require the owner or occupier of any building or other property to supply information with respect to the character of such building or other property, the available water supplies and means of access thereto any other materials, particulars, and such owner or occupier shall furnish all the information in his possession.

35. Power of entry

1. The Director or any member of the force authorised by him in this behalf may enter any of the places specified in any notification issued under Section 13 for the purpose of determining whether precautions against fire required to be taken on such place have been so taken.
2. Saving as otherwise expressly provided in this Act, no claim shall lie against any person for compensation for any damage necessarily caused by any entry made under sub-section (1).

36. Consumption of Water

No charge shall be made by any local authority for water consumed in fire fighting operations by the force.

37. No compensation for interruption of water supply

No authority in charge of water supply in an area shall be liable to any claim for compensation for damage by reason of any interruption of supply of water occasioned only by compliance of such authority with the requirement specified in clause (d) of section 10.

38. Police Officers to aid

It shall be the duty of police officers of all ranks to aid the members of the force in the execution of their duties under the Act.

39. Information on outbreak of fire

Any person who possesses any information regarding an outbreak of fire shall communicate the same without delay to the nearest fire station.

40. Indemnity

No suit, prosecution or other legal proceedings shall lie against any person for anything which is in good faith done or intended to be done in pursuance of this Act or any rule or order made thereunder

41. Power to make rules

1. The State Government may, by notification in the Official Gazette, make rules for carrying out the purposes of this Act.
2. In particular and without prejudice to the generality of the foregoing power, such rules may provide for-
 - (a) the number and grades of officers and members of the force;
 - (b) the manner of appointment of members of the force;
 - (c) the form of the certificate to be issued to the members of the force;
 - (d) the conditions of the service of the members of force including their ranks, pay and allowances, hours of duty and leave, maintenance of discipline and removal from service.
 - (e) the circumstances in which and the conditions (including the levy of fee) subject to which members of the force may be despatched to carry on fire fighting operations in neighbouring areas;
 - (f) the conditions subject to which members of the force may be employed on rescue, salvage or other work;
 - (g) the manner in which and the intervals at which the process of the fire tax levied under this Act shall be paid to the State Government;
 - (h) the manner of service of notice under this Act.
 - (i) the procedure to be followed in arbitration proceedings under Section 20;
 - (j) the payment of rewards to persons, not being members of the force, who render services for fire fighting purposes;
 - (k) the compensation payable to members of the force in case of accidents on to their dependents in case of death while engaged on duty;
 - (l) for the employment of members of the force or use of any equipment outside the area or on special services and the fee payable therefor; and
 - (m) any other matter which is to be or may be prescribed.

42. Repeal and Saving

If immediately before the day on which this Act comes into force in an area, there is in force in that area any law or rule having the force of law which corresponds to this Act, such corresponding law in so far as it relates to any matter for which provision has been made in this Act shall on that day stand repealed:

Provided that such repeal shall not be deemed to limit, modify or derogate from the general responsibility of any local authority -

- (a) to provide and maintain such water supply and fire hydrants for fire fighting purposes as may be directed by the State Govt from time to time;
- (b) to frame bye-laws for the regulation of dangerous trades;
- (c) to order any of its employees to render aid in fighting a fire when reasonably called upon to do so by any member of the force; and
- (d) generally to take such measures as will lessen the likelihood of fires or preventing the spread of

MODEL RULES UNDER THE FIRE FORCE BILL

(See para 18 under 5 LEGISLATION)

THE _____ FIRE SERVICE RULES, 19.....

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The _____ **STATE FIRE SERVICE RULES, 19.....**

In exercise of the powers conferred by Section 41 of _____ State Fire Force Act, 19..... the Government of..... hereby makes the following special rules for the..... Fire Services :-

CHAPTER I - PRELIMINARY

1. **Short Title and commencement :**

- (1)* These rules shall be called.....State Fire Service Rules.
- (2) They shall take effect from the State of the publication in the Official Gazette.

2. **Definition:** In these rules, unless the context otherwise requires.....

- (1) "Act" means.....Fire Force Act,
- (2) "Governor" means the Governor of
- (3) "Director or Regional Fire Officer/Dy. Director of Fire Force" shall mean a person appointed to these posts under the Act of these rules as such,
- (4) "Service" means..... State Fire Service, and
- (5) "Member of the Service" means a person appointed to a post in the cadre of the service.

CHAPTER II — CONSTITUTION OF FIRE SERVICE

3. **Regions & Divisions of the State:** For the purposes of these Rules the State may be divided into regions, which may be further divided into Divisions.

Each region shall be in charge of a Regional Fire Officer, while the Headquarters region shall be in charge of the Dy. Director of Fire Service.

4. **Divisions of Region :** Each Division shall be in charge of a Divisional Fire Officer - assisted in high fire risk areas, by such number of Assistant Divisional Fire Officers as may be required.

5. **Strength of the establishment:** The sanctioned strength of the Fire Service shall be determined by the Government from time to time and shall on the commencement of these rules, be as specified in Schedule I of these rules. (Vide Item No.11 of 6th Standing Fire Advisory Committee meeting).

6. **Supervision and Control :**

1. Subject to the control and supervision of the.....Government the Director of Fire Service shall be in sole charge of the Fire Service Department of the State.

2. The Deputy Director of Fire Service/Regional Fire Officer shall work under the control and guidance of the Director of Fire Service and the Divisional Fire Officers shall work under the direct control and guidance of the respective Dy. Director/Regional Fire Officer.

7. **Appointment of Superior Service :** The Director or Deputy Director of Fire Service, Regional Fire Officer and Divisional Fire Officer shall constitute.....Superior Fire Service.

8. **Gazetted Officers :** The State Government shall by notification in the Gazette appoint the following officers-

1. A Director of Fire Service
2. Such number of Dy. Directors/Regional Fire Officers as there are regions and such number of Divisional Fire Officers as there are divisions.

9. **Reservation of appointments:** The rule of reservation of appointments shall apply to all appointments by direct recruitment.

10. **Probation :** Every person appointed to the Fire Service shall be on probation for a period of one year from the date of appointment.

11. **Staff:** The State Government or any Officer specially empowered in this behalf by the State Government, shall appoint such person or persons as may be deemed necessary, to the posts of Assistant Divisional Officers, Station Officers, Sub Officers, Leading Firemen, Driver Operators, Firemen, Watch Room Operators, Fitters, Mechanics, Drivers, Painters, Blacksmiths, Carpenters, Fireman-Aides, Storekeepers, Cashiers, Clerks, Office Orderlies, Gardeners, Sweepers/Scavengers and such other posts - gazetted or non-gazetted in the administrative and ministerial establishment and to any other posts created from time to time as may be deemed necessary by the State Government.
12. **Pay and Allowances :** Rates of monthly pay admissible to increments of the various posts, whether the appointment is substantive or in officiating capacity or as a temporary measure, shall be as fixed from time to time by the State Govt.
13. **Posting and Transfers:** All postings and transfers of Director of Fire Service, Dy. Director of Fire Service and Regional Fire Officers shall be made by the Secretary, State Fire Department.
14. **Quarters:** Members of the Fire Service shall be eligible for free quarters or for a house rent allowance in lieu of free quarters, and for water and electricity free of charge.
15. **Uniform:** All articles of Uniform and Kit for the Director & Fire Service Officers and all other ranks shall be in accordance with standard uniforms as specified in Schedule II (Vide item 10 of 4th S.F.A.C. and vide item No.18 of 8th S.F.A.C.) and be issued free in accordance with the scales approved by the State Govt.
16. **Monthly Allowance for maintenance of uniform clothing for Director & Officers up to rank of Divisional Fire Officers:** The Director of Fire Service, other Fire Service Officers up to the rank of Divisional Fire Officer and such other officers as may be decided by the State Government shall receive such monthly allowance for the maintenance of their Uniform Clothing as may be determined by the State Government, Assistant Divisional Officers, Station Officers, Sub-officers, lower ranks and such other members of the Fire Service as may be determined by the Director of Fire Service, shall be supplied monthly with material for the maintenance of their uniform clothing as fixed by their respective Dy. Director/Regional Fire Officer.
17. **Transport:** All officers shall be entitled to free transport facilities for the performance of their official duties. The Director and Dy. Director of Fire Service, Regional Fire Officer and the Divisional Fire Officers shall be entitled to a free motor car and the Assistant Divisional Officers, Station Officers and Sub-Officers shall either be allowed to keep motor cycles or shall be allowed to use the vehicles maintained by the Fire Service along with other lower ranks when on official duties.
18. **Qualifications:** No person shall be eligible for appointment as Director of Fire Service or Dy. Director/Regional Fire Officer by direct recruitment unless he —
 - (a) has completed the age of 25 years and has not completed the age of 35 years on the first day of his taking charge of his post in the Fire Service of the State,
 - (b) hold the B.A. or B.Sc. Degree or any other equivalent degree of a university in the Indian Union preferably in Science or Engineering subjects,
 - (c) has passed the Divisional Officers Course or the General Fire Prevention Course at the National Fire Service College or hold Associate Membership of the College or other equivalent qualifications.
 - (d) has a minimum of 10 years' service (7 years in case of Dy. Director/Regional Fire Officers) in a full time Fire Service, of which at least 3 years should be in a senior executive post carrying responsibility.
 - (e) is not less than 5 feet 5 inches in height.
 - (f) is not less than 32 inches round the chest and has a chest expansion of not less than 2 inches on full respiration to 34 inches round the best, and
 - (g) is not less than 110 lbs. in weight.
 - (h) satisfies a Medical Board in _____ as to his physique fitness in all respects and capacity for active outdoor work. The Medical Board shall certify that he is free from organic diseases of

any sort and not subject to vertigo, or diseases of heart, lung or kidney or abnormal blood pressure. His eye sight shall be good and if he wears glasses, it shall be certified by the superintendent of the Government Ophthalmic Hospital that he shall be able to perform Fire Service duties at fires and other rescue works from high elevations without any hindrance.

19. **Subordinate Service :** A person appointed to Subordinate Service either by direct recruitment from outside or by transfer from other regular recognised full time fire services, shall possess physical standards, academic or technical qualifications and practical experience as per Schedules III. (Vide Item No. 3 of 7th S.F.A.C.).
20. **Training:** A probationer recruited direct from outside, shall during the prescribed period of probation, successfully complete the various standards of examination and courses as stated in the Schedule III. The pay of probationers recruited shall be Rs. _____ a month while undergoing training in the National Fire Service College, or at a Regional/State Fire Training Centre and Rs. _____ a month whilst undergoing a practical training in a regular recognised full time Fire Service.
21. **Uniforms & Badges :** The uniforms and badges to be worn by the Director of Fire Service, the other officers and the staff shall depend on the various ranks held by them in accordance with the number of appliances they are in control of and shall be as prescribed in Schedule II.
22. **Discipline :** The rules as to the maintenance of discipline in the Services shall be as set out in the Discipline Code prescribed in the Schedule IV (As per Model Discipline code prepared by the Sub-Committee and placed before the 9th SFAC).
23. **Drill :** The rules relating to drill and exercise shall be as prescribed in the Drill Manual prepared by the Central Government and set out in Schedule V. (As per Standard Drill Manual)

CHAPTER III-POWERS AND DUTIES

24. **Director of Fire Service :**
 1. The Director of Fire Service shall be in control of the entire Fire force and shall be responsible to the State for the efficient functioning of the Fire Service.
 2. He shall be empowered to take all such necessary steps as he may think fit under the powers given to him under the Act for protection of life and property from fire.
 3. He shall personally supervise serious outbreaks of fires when the Deputy Director/Regional Fire Officer considers his presence necessary. When the Deputy Director/Regional Fire Officer is in attendance at a fire, he shall be supreme control not only of the Fire Force but also of all other Forces and essential Services including volunteers from the public engaged in putting out fires.
25. **Deputy Director of Fire Service/Regional Fire Officer :** He shall be in operational command of at least two divisions or second in command to the Director of Fire Service, or shall have equivalent staff duties. He shall normally be in complete command of all operations in any serious emergencies or conflagrations. The Deputy Director at HQ shall also be in charge of the Fire Service during short absence of the Director, other regular, acting or officiating arrangements shall be made by the appoint authority.
26. **Divisional Officer:** The Divisional Officer shall be in charge of two to eight fire stations depending upon the size and importance of the stations or equivalent staff duties. He may be assisted by an Asstt. Divisional Officer if necessary in high fire risk areas who may be entrusted with a charge of two or three fire stations or four to six fire fighting units or other equivalent staff duties.
27. **Station Officer & Sub-Officer:** Officer-in-Charge of a Fire Station shall hold charge of a Fire Station having not more than three fire fighting units with all equipments or equivalent staff duties. He shall have under him staff attached to the Fire Station. He will be responsible for the maintenance of communications system, water resources including hydrants within his station area, and shall be incharge of operations of fire where not more than three complete fire engines are required to work.
He may be assisted by a Sub-Officer in high fire risk areas who may be entrusted with a charge of any fire fighting unit.

28. **Leading Fireman:** The Leading Fireman shall be the leader of the fire crew and responsible for the execution of the orders of his officer and for the work of individual members of the crew.
29. **Driver Operators, Firemen and others:**
 1. They shall form members of the fire crew and perform duties assigned to them by the leading Fireman or such other officers as may be in command.
 2. The functions of the mechanical staff and other persons engaged by the Fire Services shall be such as may be assigned to them from time to time.
30. **Information of Fire:** Any officer-in-charge of a Fire Station shall immediately on receipt of information of the occurrence of a fire, turn out units to the place of occurrence and shall take all necessary steps to extinguish the fire expeditiously.
31. **Report of Fire:** The report of every fire which occurs within the respective areas shall be submitted by the Officers-in-charge of Fire Station not later than 2 days following the fire, to their respective Divisional Officers who shall make such further enquiries, if any, as they may deem necessary and shall furnish such reports to their respective Regional Fire Officers, who shall furnish a weekly return of all fires in the respective areas to the Director of Fire Services.
32. **Adequate supply of Water:** The Director of Fire Service shall take all reasonable measures for adequate supply of water and in particular provide:
 1. For ensuring areas with different fire risks as follows-
 - (a) **Piped Water Supply**
 - (i) For industrial and commercial areas the main pipe line should not be less than 6" in dia and shall be capable of supplying a minimum of 1,000 gallons per minute at a pressure of not less than 10 lbs. per sq. inch;
 - (ii) For residential areas, the main pipe line should not be less than 4" dia and should be capable of supplying minimum of 500 gallons per minute at a pressure of not less than 10 lbs. per sq inch.
 - (b) **Reserve**
 - (i) One gallon per head of the population (Scattered in small tanks and pools etc. all over the area)
 - (c) **Additional requirements for special risks :**

(i) Class 'A' risk areas (Ware houses, congested factories)	2500 gallons of water per minute by piped water supply or static water supply or a combination of both.
(ii) Class 'B' risk areas (Concentration of factories, warehouses, large shopping areas).	1000 to 1500 gallons per minute from similar sources as in (i).
(iii) Class 'C' risk areas (Areas of smaller risk than (i) & (ii) similar	600-700 gallons per minute from sources as in (i)
(iv) Class 'D' risk areas (Residential scattered factories, rural areas etc.)	250-700 gallons per minute from similar source as in (i).

Note : This supply should be available for 100 minutes, 50 per cent of this supply or 10 lakh gallons, whichever is less, should be in the form of static supply.

 - (d) **Static Water Tanks**

Areas where congested shopping centres exist, the static water supply can be of great help for fighting fires. Static water can be made available in the form of underground tanks; for instance in parks and at road crossings in the shape of fountains. This should supplement the plans for the beautification of the city also. Open tanks and swimming pools can also be constructed at appropriate places, which can be used as static water

supply for fighting fires.

Although tubewells are considered to be unsafe and unreliable because of their unhealthy and dirty water, yet these can be of great help in the incidence of fire. When local authorities propose to instal any tubewells, it is desirable that the Fire Service is consulted for their suitable and appropriate location.

(2) Provisions of water units especially for rural areas.

(3) Provision of Mobile one-mile pipe line with victualic joints in a movable vagon.

33. Right of Way :

- (1) When the fire unit is in transit to the place of occurrence of a fire, the fire alarm bell shall be rung continuously.
- (2) On hearing the said alarm bell every person and vehicles on the route shall immediately draw to the extreme left and stop till the fire unit passes by, providing a clear and unobstructed passage to the fire unit, provided that a vehicle running on fixed rails like the tram car shall stop in such a manner as to provide clear passage to the fire unit.
- (3) Whosoever contravenes the provisions of sub-section (2) above shall be punishable with a fine, not exceeding Rs 50.

34. Preventive Powers

- (1) The trades which are likely to cause a risk of fire, shall be as enumerated in a list which may be amended from time to time.
- (2) In respect of such fire risks and to all fire risks not covered by any Central or other State enactments, in respect of which a notification under Section 13 of the Act has been issued, any member of the Fire Services of the area, duly authorised by the Director of Fire Services in this behalf, may inspect any place where he suspects such risks exist and direct compliance with such preventive measures as he may deem fit.

35. List of Occupations involving Fire risks

List of occupations involvings fire risks is as per Schedule VI (Finalised at the 9th SFAC meeting).

36. Purchase of equipments

The Director of Fire Service shall, as far as possible, conform to the standard specifications for fire fighting equipments laid down by the Indian Standards institution as per Schedule VII in the purchase of such equipments for the Fire Service (vide List attached)

37. Minimum water discharge of pumps

The Director of Fire Service shall take all necessary steps to raise the standards of minimum water discharge of pumps to conform to the approved standards viz. 100 gallons per minutes pumping capacity for every 10,000 population with 20% as reserve.

38. Minimum requirements of Fire Station

The Director of Fire Services shall take all necessary steps to ensure the maintenance of the minimum requirements of fire stations as set out in Schedule III (Vide item NO.3 of 2nd SFAC).

39. Statistics

The Director of Fire Service shall cause the maintenance of record of all fires and the losses caused by such fires in the form prescribed under Schedule IX (Vide Item NO.13 of 6th SFAC)

CHAPTER IV - MISCELLANEOUS

40. Compensations to members of the Services

The compensation payable to the members of the Service in the case of accidents or to the dependents in the case of death shall be in accordance with the scales laid down by the State Government as per Schedule X

(Vide Item No.5 of 3rd SFAC).

41. Disciplinary Actions

Every member of the Service who shall be guilty of any violation of duty or wilful breach of any provisions of the Act or the rules made thereunder or of any order made by a competent authority, or who shall be guilty of cowardice or who withdraws from duties from his office without permission or who, being absent on leave, fails without reasonable cause to report himself for duty on the expiry of such leave, or who shall engage without authority in any employment other than his duty, shall be liable on a conviction before the Magistrate of First Class to a fine not exceeding three months pay or imprisonment not exceeding three months or both.

42. Employment of Fire Service for purposes other than fire fighting within or outside the State

The Fire Service may be engaged on purposes other than fire fighting at the discretion of the Director or his authorised subordinate officer in following circumstances:

- (i) Special Services free of charge in cases of all types of rescues of Life.
- (ii) Special Services which should be charged according to rates fixed by the State Government, such as for pumping out wells, flood waters, attending to duties like fire protection at large assemblies or gatherings subject to safe use of equipment if it can be spared.
- (iii) Services of all kinds, rendered beyond limits of jurisdiction to be charged according to rates fixed by State Government.

Note : Fire fighting units, equipments and appliances shall not be used for duties like road sprinkling, supply of water, washing of places etc., except in case of emergency.

SCHEDULE I - STRENGTH OF THE ESTABLISHMENT

As per following extract of recommendation vide Item No. 11 of the minutes of the 6th Standing Fire Advisory Committee meeting:

(A) Station Officers & Sub-Officers

The scale of Station Officers and Sub-Officers at stations should be as under

1 Pump Station	-	1 Staff Officer or 1 Sub-Officer
2 Pumps Station	-	1 Station Officer and 1 Sub-officer
3 Pumps Station	-	1 Station Officer and 2 Sub-officers
4 Pumps Station	-	2 Station Officers and 2 Sub-officers
5 Pumps Station	-	2 Station Officers and 3 Sub-officers
6 Pumps Station	-	2 Station Officers and 4 Sub-officers

Note I : Where the extent of Fire risk may justify, Sub-Officers may be replaced by Station Officers.

Note II : Reserve staff -

- (a) A 50% reserve of total staff of Station Officers and Sub-officers on duty to be provided for periodical relief to enable officers to avail 24 hours off after every 48 hours on duty.
- (b) A 10% of the total staff on duty and periodical relief to be provided as Training Reserve.
- (c) A leave reserve of 15% on the total staff on duty, periodical relief and training reserve to be provided as replacement for all types of leave.

(B) Leading Firemen

There should be one Leading Fireman per fire appliance and one for Station and outdoor duties per station at all times.

(C) Drivers/Operators

One driver/operator per motor vehicle plus a duty reserve which will ensure the following minimum number to be provided at each station :-

Station with 1 Motor Vehicle	-	2 Drivers/Operators
Station with 2 Motor Vehicles	-	3 Drivers/Operators
Station with 3 Motor Vehicles	-	4 Drivers/Operators

Station with 4 Motor Vehicles	-	6 Drivers/Operators
Station with 5 Motor Vehicles	-	7 Drivers/Operators
Station with 6 Motor Vehicles	-	9 Drivers/Operators

(D) **Firemen**

The scale of Fireman will be six per fire appliance apart from one fireman for fire alarm duties, two firemen for hydrant and water resources inspection, and one fireman for despatch duties per station.

Note I : There should be a reserve of 25% of the total number of Leading Firemen, Drivers/Operators and Firemen worked out according to the above scale to serve as Training Reserve, and Leave Reserve of all types.

Note II : Where two shift system is in vogue, the number of Leading Firemen, Drivers/Operators and Firemen will be doubled.

Note III: Where three shift system is in vogue, the number of Leading Firemen, Drivers/Operators and Firemen will be three times the scale mentioned above.

(E) **Watch Room Operators**

Four watch room operators for each station to be provided, one to be on duty for every 8 hours and the 4th man to be spare for relief work. In addition, an overall reserve of 25% for the service as a whole to be provided.

(F) **Clerks**

Whether the Station functions as an independent unit and has its own cash and store work, one clerk may be provided.

(G) **Sweepers/Scavengers**

These class of employees should be provided at the scale of one per 3,000 sq.ft. of covered area, and one per 7,000 sq.ft. of open area, subject to a minimum of one at each station.

(H) **Gardeners**

One gardener for every half acre of land required to be maintained as a garden.

At places having more than one station where headquarters of city fire brigades exist, the staff required should vary from place to place depending on the strength of the crew. The following general observations may serve as guide :-

Officers - The scale of officers with relation to their responsibility or command should be fixed as per recommendations made by this Committee under Item No.10 of its 4th meeting held in March, 1968. It is however considered necessary that there should be an Equipment Officer of the rank of Divisional Officer, Assistant Divisional Officer, Station Officer or Sub-officer depending upon the size of the Brigade.

Training Staff - A minimum of one Station Officer, one Sub-officer, one Leading Fireman, one Driver/Operator and six Firemen should be provided if there is no full fledged training school attached to the service.

Ministerial Staff - A Storekeeper, a Cashier, a Stenographer and an Accountant must be provided for the fire Service. However, where considered necessary, assistants should be provided to these posts while other ministerial staff should be provided as per actual requirements.

Headquarters/Control Room - A Mobilising Officer holding a rank from a Divisional Officer to a Sub-officer depending on the size of the fire service should be provided to hold charge of the Control Room. In addition, an adequate number of watch room operators working on three shift system should be provided.

Fire Aides - One fireman aide for each officer above the rank of Station Officer should be provided.

Office Orderlies - These requirements for offices should be worked out separately as per scales laid down.

General - In addition to above, the staff required for maintenance of hose, for arranging supply of water for fire-fighting and for fire prevention work should be engaged as per actual requirements.

The scale of staff required for manning the fire service workshop would depend on the size of the service and the number of motor vehicles and fire appliances. This would therefore be in accordance to recommendations vide Item No.9 of 7th SFAC meeting.

SCHEDULE II - UNIFORMS AND BADGES

Uniforms - As per recommendations vide Item No. 18 of the minutes of the 8th meeting of the SFAC Badges-

- (i) Officer's Peak Cap Badge, as per recommendations vide Item No. 5 of the minutes of the 5th SFAC meeting.
- (ii) Shoulder markings for the various ranks as detailed under Item No.5 (b) of the minutes of 2nd SFAC meeting.

SCHEDULE III - SUBORDINATE SERVICE

As per "Recruitment Rules for the various ranks in the Fire Services" as recommended vide Item No. 3 of the 7th SFAC meeting with Annexure 'A', 'B', 'C' & 'D'

SCHEDULE IV - DISCIPLINE

As per Model discipline code prepared by the Sub-committee and placed before the 9th meeting of the standing Fire Advisory Committee.

SCHEDULE V - DRILL

As per Standard Drill Manual Government of India, Ministry of Home Affairs

SCHEDULE VI - LIST OF OCCUPATIONS INVOLVING FIRE RISKS

As per Item No. 19 of the 8th meeting of the Standing Fire Advisory Committee. (Finalised at the 9th SFAC meeting).

SCHEDULE VII - LIST OF STANDARDS ON FIRE FIGHTING EQUIPMENT

As per list attached.

SCHEDULE VIII - MINIMUM REQUIREMENTS OF FIRE STATION

As per recommendation of the Standing Fire Advisory Committee vide table under Item No.3 of the minutes of 2nd meeting entitle "Requirements of a Standard Fire Station".

SCHEDULE IX - STATISTICS

As per recommendations of the Standing Fire Advisory Committee vide proforma under Item No. 13 of the minutes of 6th meeting entitled "Collection of Fire Statistics elaborated proforma relating to :-"

SCHEDULE X - COMPENSATION TO MEMBERS OF THE SERVICE

As per recommendation of the Standing Fire Advisory Committee vide Appendix II with Annexure of Item NO.5 of the minutes of 3rd meeting.

List of Standards of Fire Fighting Equipment

1. Couplings Double Male and Double Female Instantaneous Pattern for Fire Fighting purposes Doc; BDC 22 (220).
2. Fire Hose Delivery Couplings, Branch Pipe, Nozzles and Nozzle Spanner Doc; BDC 22 (242)
3. Suction Hose Couplings for Fire Fighting purposes Doc; BDC 22 (243)
4. 2 Way and 3 Way Suction Collecting; Heads for Fire Fighting purposes Doc; BDC 22 (244).
5. Delivery Breechings, Dividing and Collecting Instantaneous Pattern for Fire Fighting purposes Doc; BDC 22 (240)
6. Branch with Revolving Head for Fire Fighting purposes Doc; PDC 22 (245)
7. Suction Strainers, Cylindrical and Shoes Types for Fire Fighting purposes Doc; BDC 22 (247)
8. Hydrant, Stand Post Type Doc; BDC 22 (248)
9. Under Ground Hydrant, Sluice Valve Type Doc; BDC 22 (250)
10. Under Ground Hydrant, Double Valve Type Doc; BDC 22 (313)
11. Combined Hydrant, Hydrant Cover Lift and Lower Valve Key Doc; BDC 22 (249)
12. Washers for Water Fittings for Fire Fighting purposes Doc; BDC 22 (239)
13. Fireman's Axe Doc: BDC 22 (221)
14. Fire Hooks Doc: BDC 22 (251)
15. Fire Bell Doc: BDC 22 (252)
16. Hook Ladder Doc: BDC 22 (264)
17. Extension Ladders Doc: BDC 22 (265)
18. Wheeled Fire Escape Doc: BDC 22 (260)
19. Mechanically Operated Turn Table Ladder for Fire Brigade Use Doc: BOC 22 (207)
20. Portable Chemical Fire Extinguishers, Foam type Doc : BDC 22 (253)
21. Portable Chemical Fire Extinguishers, Carbon Dioxide : BDC 22 (255)
22. Portable Chemical Fire Extinguishers, Soda Acid Type Doc : BDC 22 (254)
23. Fire Extinguishers, CBM Type Doc: BDC 22 (367)
24. Fire Extinguishers, Pure Water Type, Doc: BDC 22 (303)
25. Fire Extinguishers, Bucket Pump Type, Doc: BDC 22 (402)
26. Blower and Exhauster for Fire Fighting Doc: BDC 22 (219)
27. 275 LPM (or 60 GPM) Portable Pumps Set for Fire Fighting Doc : BDC 22 (256)
28. 680 LPM (or 150 GPM) Trailer Pump for Fire Brigade use, Doc : BDC 22 (257)
29. 1800 LPM (or 400 GPM) Trailer Pump for Fire Brigade use, Doc: BDC 22 (258)
30. 1800 LPM (or 400 GPM) Motor Fire Engine, Doc : BDC 22 (259)
31. 3400 LPM (or 750 GPM) Motor Fire Engine, Doc : BDC 22 (260)
32. Motor Fire Engine with 270 LPM (or 60 GPM) Portable Pump and 1800 Litre (or 400 Gallon) Water Tank Doc : BDC 22 (261)
33. Motor Fire Engine with 1800 LPM (or 400 GPM) Pump and 1800 Litre (or 400 gallon) water Tank BDC 22 (268)
34. Emergency Tender for Fire Brigade use Doc : BDC 22 (263)

35. Combined Foam and CO₂, Crash tender Doc : BDC 22 (284)
36. Foam Crash Tender Large Doc : BDC 22 (285)
37. Foam Crash Tender Small Doc : BDC 22 (286)
38. CO₂ Crash Tender Doc : BDC 22 (287)
39. Dry Powder Crash Tender Doc : BDC 22 (288)
40. Control Post Van Doc : BDC 22 (289)
41. Control Post Van Doc : BDC 22 (290)
42. Small Fire Engine Doc : BDC 22 (412)
43. Towing Tender for Trailer Pump for Fire Brigade Use Doc : BDC 22 (262)
44. Stirrup Pump for Fire Fighting Purposes Doc : BDC 22 (382)
45. Self-contained breathing apparatus for Fire Brigade Use Doc: BDC 22 (383)
46. Electric Motor Sirens for Fire Brigade Use BDC 22 (385)
47. Helmets, Firemen, DOC : BDC 22 (386)
48. Oxy-Acetylene cutting set used in Fire Services, Doc : BDC 22 (388)
49. Snatch Block Single Sheave for Fire Brigade Use. Doc: BDC 22 (390)
50. Jacks, Screw, 5 Ton, for Fire Brigade Use, Doc : BDC 22 (391)

APPENDIX : "5-C"

FIRE SERVICE DISCIPLINE AND APPEAL RULES FRAMED UNDER SECTION- OF THE FIRE FORCE ACT

(See para 19 under 5. LEGISLATION)

FORWARDING NOTE

The Fire Service is an essential service, where implicit obedience of orders and strict adherence to discipline are imperative as in the Armed Force or Police. However, keeping the civilian privileges in view, the stringency of the Army Rules and the unrestrained freedom admissible under the rules governing the other civilian and utility services have been modified to suit the basic needs of fire service. The cardinal principle that no one shall be punished unless he has been given an adequate opportunity to defend himself against the action proposed, has however been observed. Provision has been made for dealing with offences peculiar to fire services in a deterrent and speedy manner to ensure desired effect and discipline, which are vital.

The rules are intended to be made applicable for all the fire services maintained by the Government Corporations or other statutory bodies, Municipalities or other local authorities or autonomous institutions in India.

DRAFT

Fire Services Discipline and Appeal Rules framed under..... Section of Act.

I. General

1. These rules may be called the Fire Service Discipline and Appeal Rules 19 They shall come into force from

II. Definitions

- 2.

III. Classification

3. The Services the members of which are subject to the rules shall be classified as follows:-
 - (a) The Supervisor Fire Service
 - (b) The Subordinate Fire Service
4. The Superior Fire Service shall consist of the following categories of posts:-
 - (a) Director of Fire Services/Chief Fire Officer
 - (b) Deputy Director of Fire Services/Dy. Chief Fire Officer/Regional Fire Officer,
 - (c) Divisional Fire Officer
5. The Subordinate Fire Service shall consist of the following categories of posts:-
 - (a) Assistant Divisional Fire Officer and equivalent ranks.
 - (b) Station Officer and equivalent ranks
 - (c) Sub Officer and equivalent ranks
 - (d) Leading Fireman, Telephone Operator and equivalent ranks.
 - (e) Drive/Mechanic/Drive Operator and equivalent ranks.
 - (f) Fireman and equivalent ranks.

IV. Discipline Penalties

6. The following penalties may be awarded summarily in Orderly rooms upon the categories of Officers

enumerated under Clauses (d) to (f) of rule 5 above:-

Extra duty and/or extra drill not exceeding 3 hours in all at one hour per day, can be imposed by an officer of the rank of Station Officer or Sub Officer. Extra duty or extra drill for a period not exceeding 7 hours, at one hour per day can be imposed by an officer of the rank of Assistant Divisional Officer and above. The imposition the these penalties shall not be recorded in the service records of the individual or in his personal file.

The person to be punished, should be given the opportunity in the Orderly Room to explain the circumstances under which he committed the offence before the penalty is awarded. No appeal shall lie against these punishments.

7. The following penalties may for good and sufficient reasons be imposed upon members of the Superior and subordinate Fire Services specified in Rules 4 and 5 above, namely:-

- (a) Censure
- (b) Debarring from appearing for departmental or professional examination for promotion for a specified period not exceeding two years.
- (c) With holding of increments, or promotion including stoppage at efficiency bar.
- (d) Recovery from pay to the extent necessary of the monetary value equivalent to the amount of increments ordered to be withheld where such an order cannot be given effect to.

Explanation

In cases of stoppage of increment from cumulative effect, the monetary value equivalent to three times the amount of increment ordered to be withheld may be recovered.

- (e) Recovery from pay of the whole or part of any pecuniary loss caused to the department, by negligence or breach of orders.

Explanation

This penalty may be imposed in addition to any other penalty which may be inflicted in respect of the same neglect or breach of orders.

- (f) Suspension where a person has already been suspended under Rule 13(a) to the extent considered necessary by the authority imposing the penalty.
- (g) Reduction to a lower rank in the seniority list to a lower grade, post or time scale or to a lower stage in the time-scale.
- (h) Compulsory retirement
- (i) Removal from service
- (j) Dismissal from service

Discharge of a person appointed on probation during the period of probation or of the person appointed to hold a temporary appointment on the expiration of the period of temporary appointment, does not amount to removal or dismissal within the meaning of this rule.

8. Besides the penalties specified in Rules 6 and 7 the following penalties may also for good and sufficient reasons be imposed upon the members of the Subordinate Fire Service specified in Rule 5 above:-

- (a) Reprimand in the case of Subordinates specified in item (a) to (e) of Rules 5 above.
- (b) Black mark in the case of subordinates specified in items (d) to (f) in Rules 5 above.
- (c) Suspension for a period not exceeding 15 days in the case of subordinates specified in Rule 5 above, if the penalty of reduction to a lower grade, post or time-scale or to a lower stage in the time-scale cannot be imposed.

9. The authority which may impose any of the penalties prescribed in Rule 7 and 8 above on a member of superior or subordinate fire service specified in Rule 4 and 5 above shall be the authority prescribed in Appendix I to those rules or any higher authority.

Provided that where in any case a competent authority has imposed or has declined to impose a

penalty under this rule a lower authority shall have no jurisdiction to proceed under this rule in respect of the same case.

Explanation:

- (a) The fact that a competent authority has imposed or declined to impose a penalty in any case shall not debar a higher authority from exercising his jurisdiction under this rule in respect of the same case.
 - (b) The order of a higher authority imposing or declining to impose in any case a penalty under this rule shall supersede any order passed by any lower authority in respect of the same case.
 - (c) Where, on promotion or transfer a member of the service in a class, category or grade is holding an appointment in another class, category or grade thereof or in another service, no penalty shall be imposed upon him in respect of his work or conduct before such promotion or transfer except by an authority competent to impose the penalty upon a member of the service in the latter class, category, grade or service, as the case may be.
 - (d) Where a person has been reverted from one service to another or from one class, category or grade of the service to another class, category or grade thereof, no penalty shall be imposed upon him in respect of his work or conduct while he was a member of the service, class category or grade, as the case may be, for which he was reverted or reduced except by an authority competent to impose the penalty upon a member of such service, class, category or grade, as the case may be.
10. In every case where it is proposed to impose on a member of a superior or subordinate Fire Service any of the penalties mentioned in Clauses (a) to (f) of Rule 7 and clauses (a) to (c) of Rule B, the delinquent shall be given a reasonable opportunity of making any representation, that he may desire to make as laid down in paragraphs 1 and 2 of Appendix II to these rules.
11. In every case where it is proposed to impose on a member of the service any of the penalties mentioned in Clauses (g) to (j) of Rule 7, the procedure indicated in paragraphs 3 to 7 of Appendix II to these rules shall be followed.

Exception

12. (a) The requirements of rules 10 and 11 shall not apply where the officer concerned has absconded or where it is for other reasons impracticable to communicate with him.
- (b) The provisions of rule 11 shall not apply where the Government of Local Authority is satisfied that in the interest of State or Local security it is expedient to follow the procedure prescribed in the rules.
- (c) All or any of the provisions of rules 10 and 11 may, in exceptional cases, for special and sufficient reasons to be recorded in writing, be waived where there is a difficulty in observing exactly the requirements of the rules and these requirements can be waived without injustice to the person charged.
- (d) If any question arises whether it is reasonably practicable to follow the procedure prescribed in rule 11 the decision thereof of the appoint authority shall be final.

Suspension

13. (a) A member of a service may be placed under suspension from service, where - (i) an inquiry into grave charges against him is contemplated, or is pending, or (ii) a complaint against him of any criminal offence is under investigation or trial and if such suspension is necessary in the public interest.
- (b) A member of the Fire Service who is detained in custody whether on a criminal charge or otherwise, for a period longer than forty-eight hours shall be deemed to have been suspended under this rule.
- (c) An order of suspension under clause (i) may be revoked at any time by the authority making the order or by any authority to which it is subordinate.
14. (a) The authority imposing any penalty under rules 7 and 8 shall maintain a record showing:-

- (i) the allegations upon which action was taken against the person punished;
- (ii) the charges framed, if any;
- (iii) the person's representation, if any and the evidence taken, if any; and
- (iv) the finding and the grounds thereof, if any
- (b) All orders of punishment shall also state the grounds on which they are based and shall be communicated in writing to the person against whom they are passed.

V. Appeals

15. Every person who is a member of the service specified in rule 3 shall be entitled to an appeal from an order imposing on him any of the penalties specified in Rules 7 and 8:-
 - (a) if such order was passed by an authority specified in the relevant column of the Schedule, to the authority specified in the last column thereof;
 - (b) if such order was passed by an authority higher than that specified in the relevant column of the Schedule to the next higher authority to whom the former authority is administratively subordinate;
16. In the case of an appeal against an order imposing any penalty specified in rules 7 and 8 the appellate authority shall consider :-
 - (a) whether the facts on which the order based have been established;
 - (b) whether the facts established afford sufficient ground for taking action; and
 - (c) whether the penalty is excessive, adequate or inadequate; and after such consideration shall pass such order as it thinks proper.
17. In the case of an appeal against an order under Rule 9 of the appellate authority shall pass such order as appears to it just and equitable, having regard to all the circumstances of the case.
18. An authority from order an appeal is preferred under rule 15 shall give effect to any order made by the appellate authority.
19. Every person preferring an appeal shall do so separately and in his own name.
20. Every appeal preferred under rule 15 shall contain all material statements and arguments relied on by the appellant, shall contain no disrespectful or improper language and shall be complete in itself. Every such appeal shall be submitted through the head of the office to which the appellant belongs to belong and through the authority from whose order the appeal is preferred.
21. No appeal shall be admitted by the appellate authority if it has not been preferred within one month from the date on which a copy of the order appealed against was communicated to the appellant:
 Provided that, if the appellant satisfied the appellate authority that he had sufficient cause for not preferring the appeal within the said period, the appeal may be admitted by such authority if it is preferred within two months from the date on which a copy of the order appealed against was communicated to the appellant.

Explanation

Where the person concerned has absconded or where it is for any other reason impracticable to communicate with him, the period of one month referred to in this rule shall be counted from the date of the order appealed against.

22. An appeal may be withheld by an authority not lower than the authority from whose order it is preferred, if -
 - (a) it is an appeal in a case in which under these rules no appeal lies, or
 - (b) it does not comply with the provisions of rule 15; or
 - (c) it is a repetition of a previous appeal and is made to the same appellate authority by which such appeal has been decided, and no new facts or circumstances are adduced which accord grounds for a reconsideration of the case: or

- (d) it is addressed to an authority to which no appeal lies under these rules :

Provided that in every case in which an appeal is rejected the appellant shall be informed of the fact and reasons for it :

provided further that an appeal withheld on account of the failure to comply with the provisions of the first paragraph of rule 15 may be resubmitted at any time within one month of the date on which the appellant has been informed of the withholding of the appeal and if resubmitted in a form which complied with those provisions shall not be withheld.

23. A list of appeals withheld under rule 22 with the reasons for withholding them, shall be forwarded half-yearly by the withholding authority to the appellate authority.
24. No appeal shall lie against the withholding of an appeal, by a competent authority.
25. The appellate authority may call for an appeal admissible under these rules which has been withheld by a subordinate authority and may pass such orders thereon as it considers fit.
26. Every appeal which is not withheld under these rules shall be forwarded to the appellate authority by the authority from whose order the appeal is preferred with an expression of opinion.
27. The authority by whom an order imposing a penalty under rule 9 may be reversed or altered in cases in which no appeal is preferred shall be the appellate authority specified in Appendix i referred to in rule 9 or any higher authority.
28. **Registration** - No member of the service shall be permitted to resign when disciplinary proceedings against him are pending or under contemplation.
29. Nothing in these rules shall operate to deprive any person of any right of appeal which would have had if these rules had not been made, in respect of any order passed before they came into force. An appeal pending at the time when or preferred after these rules came into force, shall be deemed to be an appeal under these rules, and rules 16 and 18 shall apply as if the appeal were against an order appealed under these rules.

APPENDIX "I"

(Referred to in Rule 9)

Class of Officers	Power	Authority empowered to impose the penalty	Appellate authority
1. Director of Fire Service/Chief Fire Officer	All penalties prescribed in Rule 7 and Suspension	Appointing Authority	The authority immediately superior to the punishing authority
2. Dy. Director of Fire Services/ Dy. Chief Fire Officer Regional Fire Officer			
3. Divisional Fire Officer	Suspension and penalties mentioned in item (a) to (e) of Rule 7 All other penalties prescribed in Rule 7	Head of the Fire Service Appointing authority	
4. Members of the subordinate Fire Service	Penalties mentioned in item (g) to (j) of Rule 7	Appointing authority	
	All other penalties mentioned in rule 7 & 8 and Suspension	Authority immediately subordinate to the appointing authority but not lower in rank to a	The authority immediately superior to the punishing authority

APPENDIX "II"

Procedure to be followed while imposing the penalties prescribed in Rules 7 and 8 of the Discipline and Appeal Rules

1. Preliminary enquiry

When any member of the service is alleged to have committed an offence punishable under rules 7 and 8 the matter should be reported within 18 hours of the occurrence by the Officer under whom the member is working to the next higher authority. The report should contain all relevant details including the nature of offence, time, date and place of occurrence, names of witnesses etc. On receipt of such a report, the Officer concerned shall make such investigation, if any, as he considers necessary and if as a result of this a prima facie case for disciplinary action is established, a decision should be taken by the authority competent to impose the penalty or by any authority subordinate to such authority but superior in rank to the officer on whom it is proposed to impose the penalty, whether the full machinery preliminary to punishment should be set in motion or not.

2. Charge sheet for the award of penalties other than those mentioned in clauses (g) to (j) of Rule 7 - if a prima facie case is established, the delinquent shall be issued a charge sheet either by or under the orders of the authority competent to impose the proposed penalty. The charge or charges should be carefully framed, should be brief but called in clear terms. A full and clear statement of facts in support of the charge or charges should be embodied in the charge sheet. The charge sheet should specifically state the period within which the representation of the delinquent should be submitted. Ordinarily this period should not exceed seven days from the date of receipt of the charge memo by the delinquent. Any representation made by the delinquent should be taken into consideration before the order imposing the penalty is passed by the competent authority.

It is not necessary that the charge should be framed by the authority competent to award a penalty or even that the enquiry should be conducted by such authority. The charge can be framed and the enquiry held by any officer acting under the orders of the authority competent to award the penalty. This does not, however, imply that no other officer can frame charges and enquire. An officer can at any time and without specific authorisation by the authority competent to impose the penalty frame charge against or enquire into the conduct of an officer directly subordinate to him although he may not be competent to impose a penalty.

3. Charge sheet for the award of penalties in clauses (g) to (j) of rule 7

- (a) It is particularly important that the charge or charges should be carefully framed and in doing so the following points should be borne in mind :-
 - (i) The charge should be brief, couched in clear terms. Any vagueness should be avoided, the date of occurrence of the incident should always find a place in the charge.
 - (ii) A single charge of a general nature such as corruption cannot be regarded as sufficiently definite. In connection with an inquiry into alleged corruption a separate charge should be framed in respect of each instance of alleged corruption. A series of charges on particular instances may, however, be combined with a general charge of corruption or incompetence of which the instances form the evidences. For example, the results of a series of charges of delays may be noted after due enquiry as they occur in a conduct dilatoriness may be passed on them.
 - (iii) A full and clear statement of the facts in support of the charge or each of the charges should be communicated to the delinquent along with the charge or charges.
 - (iv) The names of prosecution witnesses (to be styled 'P. Ws') to prove the charges will be mentioned therein. This should be done on the following lines:

"The following are some of the witnesses it is proposed to examine in this connection. Others may also be examined as found necessary". There is no need to enter what these witnesses are to prove.
 - (v) The delinquent should be directed to submit his written statement within a sufficient specified period not exceeding 15 days and also to produce a list of documents he proposes to cite and a list of witnesses whom he proposes to examine in defence, with the points upon which he

expects each will speak.

- (vi) He should be required within a reasonable time to state specifically in writing whether he wishes to have an oral enquiry or only to be heard in person. He should understand what each means

Note : In grave cases it is often desirable to conduct an oral enquiry whether the delinquent wants it or not.

- (vii) He may be apprised of the nature of the maximum penalty that may be imposed upon him if the charge or charges against him are proved.
- (b) Two copies of the charges together with statements of the allegations on which each charge is based and of any other circumstances, which it is proposed to take into consideration in passing order on the case against the delinquent shall be prepared. One copy shall be given to the delinquent for his personal use and he will be required to return forthwith the other copy with his written Acknowledgment of receipt thereon.

1. Procedure for conducting oral enquiries

- (i) The delinquent's written reply to the charge(s) when received should be examined carefully to see whether all items have been correctly answered. If an oral enquiry is considered necessary a date for it should be fixed. If the delinquent, refuses to submit a list of defence witnesses with his written statement, fearing that the prosecution will tamper with them, he will not be precluded from citing his witnesses during the enquiry as there can be no question of refusing to hear them on the ground that he refused to give a list of them before and,
- (ii) The oral enquiry shall be conducted by the punishing authority or by a subordinate authority not below the rank of a Asstt. Divisional Fire Officer but superior in rank to the delinquent.
- (iii) (a) When the delinquent appears for the oral inquiry, the enquiring officer should put the following question which with its answer (as in the case of all further questions and answers noted below), should be recorded in writing in the 'Oral Enquiry File' :-
 - Q.** You have received a copy of the charge(s) and the facts in evidence and submitted your written explanation. Have you anything further to add before I proceed with this Oral Enquiry ?"
 - A.** This recorded question and answer (as in the case of all further questions and answers) must be read over (in translation if necessary) not the delinquent and his signature and that of the enquiry officer, appended to it. The form to be used should be:-

"Recorded by me: read over (and translated) to deponent and acknowledged by him to be correct."
- (b) The prosecution evidence shall then be taken. It is not necessary to record again the evidence of those prosecution witnesses who were examined and whose evidence was recorded in the presence of the delinquent at the preliminary investigation. It will be sufficient if their evidence so recorded is read out in the presence of the delinquent, the enquiring officer certifying in the proceedings files that this was done, and the delinquent is given an opportunity to cross-examine such witnesses, whether or not he had already cross-examined them at the preliminary investigation. The prosecution witnesses need not be recalled unless the delinquent desired to cross-examine them further. If, however, any witness was examined at the preliminary investigation in the absence of the delinquent such witnesses must, if the delinquent so desires, be examined-in-chief in his presence (instead of the evidence given at the preliminary investigation being read out) and the delinquent must also be given an opportunity to cross examine the witness. The prosecution must re-examine such of the prosecution witnesses as it considers necessary, after which delinquent must again be given an opportunity to put further questions.
- (c) Prosecution witnesses who are summoned for the first time at the oral enquiry shall be examined. The delinquent should be asked to state if he wishes to cross-examine them. Prosecution witnesses may be examined in such order as the officer holding the enquiry deems.
- (d) At the head of each evidence, the name and rank of the witness must be entered, e.g. 'P.W. 1 Leading Fireman (name) No. 516 x station.
- (e) At the foot of the completed deposition of each and every witness the entry detailed in paragraph (a) should be made, the enquiring officer, the witness and the delinquent all signing. If there is more than one page of deposition the pages other than the last should also be initiated by all the parties

mentioned.

- (f) All the statements of prosecution witnesses should be kept in one file to themselves.
- (g) Prosecution documents are lettered as Exhibits A. etc. and must be kept in their own file for which an index is required showing the letter of the exhibit, its nature in brief and who has produced it.
- (h) The prosecution side of the hearing is now over. On the 'Oral Enquiry File' the enquiring officer should enter the following question which he puts to the delinquent.
- Q. You have heard the evidence against you. Have you any witnesses you wish to have examined in your defence and any documents you wish to have produced for the same?

A.

- (i) He must be given fair time to draw up and present his list. The enquiring officer can question him for what purpose each witness is required so as to avoid protection of the enquiry by irrelevancies or the citation of witnesses merely for annoyance. He can for sufficient reasons refuse to hear any particular witness or to allow any particular document to be produced, but he must record in the same file his reasons for such refusal. Failure so to record the reasons will vitiate the enquiry.
- (j) Defence witnesses (styled 'D. Ws.') are thereafter examined in chief by the delinquent and cross-examined if necessary by the enquiry officer (and not be other witnesses to the enquiry however much they are impugned.) The delinquent may reexamine such of the defence witnesses as he considers necessary after which the prosecution may again question the defence witnesses further. The procedure is the same as paragraph (b) to (h) above. A separate file will be maintained for defence evidence.
- (k) Defence documents are numbered as Exhibits 1, 2 etc. for which an index should be prepared.
- (l) If the delinquent dispenses with any of the defence witness cited by him, this fact should be recorded in the 'Defence Witnesses' file under the signature of the delinquent and the officer conducting the enquiry.
- (m) If the enquiry is conducted on the complaint of a private person of body, the complainant shall not be allowed to cross-examine the officer charged, who is in such enquiry, in the position of an accused person, but the complainant may suggest questions to be enquiring officer to be put to the witnesses produced in defence of the officer charge or the enquiring officer may, in his discretion, permit the complainant to cross-examine the said witnesses.
- (n) An officer conducting a departmental enquiry cannot be cited as a prosecution witness in the enquiry. If however he is required as a defence witness by the delinquent, the latter should be asked to state in writing what points the officer is cited to elucidate. If the enquiring officer considers it unnecessary to allow himself to be examined as a defence witness, he will file that application with his remarks as part of the records of the enquiry and, if relevant, will incorporate the information contained in that application and his remarks in the minute. In case, however, he thinks necessary, he may still conduct the enquiry if the points to be elucidated from him are such that his answers will not in any way vitiate the result of the enquiry. In such cases, he should record verbatim the delinquent's questions and his replies to the signing all the pages of the depositions.

In cases where the evidence that the officer is required to adduce is vital and is likely to have a bearing on the result of the enquiry, the enquiry should not be conducted by that officer but by some other officer.

- (iv) Having completed the defence the enquiring officer should continue to make entries in the Oral Enquiry File as follows:
 - Q. "your defence witnesses have been examined and such documents as you required have been produced and exhibited (with the exceptions refused by me as noted already in these proceedings for the reasons shown). Have you anything further to request or so? You are entitled to put in, if you desire, a further written statement of defence".

A.

His reply and the questions should be recorded, read over translated, if necessary, and acknowledge by his signature and that of the enquiring officer as detailed above.

(With reference to the first question if the delinquent states that he desires to recall certain witnesses for further cross-examination he should be allowed to do so, for in a departmental enquiry the delinquent is entitled to reserve his cross-examination or further cross-examination of the prosecution witnesses. But the officer holding the enquiry should always ask him what further question he wishes to put to these witnesses in order to satisfy himself that they are relevant, and, if they are not, he can, for reasons to be recorded refuse to recall such witnesses.)

- (v) (a) The officer holding the enquiry must be strictly impartial. It is particularly important that the formalities prescribed in the statutory rules and orders should be followed. It is essential that the conduct of the proceedings should not give rise in the mind of the person charged to a belief that the enquiry is being conducted in anything but an impartial and detached frame of mind.
- (b) The oral enquiry should be completed with as little delay as possible. Care should be taken to avoid all dilatoriness and adjournment or postponement of the inquiry should be allowed with circumspection and only when necessary. Where an officer is suspended pending enquiry into his conduct on the ground that it is undesirable to allow him to continue on duty during the enquiry, it is all the more necessary that the enquiry should be completed with expedition.

5. Procedure for being heard in person

Should the delinquent wish only to be heard in person, the actual proceedings will commence only after the action specified below has been taken by the enquiring officer.

The delinquent, in his written explanation, should ordinarily have cited all his defence witnesses and documents for the consideration of the enquiring officer. The documents cited, which need not be proved by being produced by a witness, will be collected and examined by the enquiring officer, who will also examine the defence witnesses cited unless for reasons to be recorded in writing decides not to examine all or any of them.

After having done all this the enquiring officer will proceed to hear the delinquent in person. The delinquent is entitled to put in only a personal representation to the enquiring officer in addition to what he has already stated in his written explanation. There is no question of citing witnesses or documents when the delinquent is being heard in person as all that should have been done in this explanation to the charge. If, however, any further witnesses or documents are cited by the delinquent at this stage, it will be for the enquiring officer to consider their relevancy in regard to the charge and examine them, if necessary, remembering that full justice is needed.

(The enquiring officer will then record the personal representation of the delinquent and proceed to dispose of the charge.)

6. Drawing up of minutes.

- (i) A minute shall be written in all cases where the penalties mentioned in Rules 7 and 8 of the Rules are imposed.
- (ii) (a) To facilitate the writing of the minutes and its reading by those who have to deal with it, subsequently all papers should be sorted and documents into their respective files for which indices should be prepared and attached, e.g. charge and delinquent's written and oral statements.

Charge and delinquent's written and oral statements (Proceedings file).

Statement of prosecution witnesses.

Statements of defence witnesses

Prosecution documents

Defence documents

- (b) Statements should be page-numbered and exhibits should be lettered and a list of them included in the record. References in the minute to depositions or exhibits should be made by page number, letter or figures, as the case may be.
- (c) Finally, all files forming the record of enquiry should be docketed with an index showing their nature.
- (iii) (a) The minute has its own file and shall be written under the following heads :-
 - A. Statements of the charge(s).
 - B. Summary of the facts and evidence
 - C. summary of the defence and the evidence adduced therefor.
 - D. Findings on the charge
 - E. The order (by the authority competent to award it).
- (b) No reference to the demeanor of witnesses should be made in the minute unless a note was made in the records at the time of the enquiry in this regard. This is necessary to ensure that enquiring officers who frame minutes do not speak about the demeanor of witnesses merely from their memory.
- (c) The summary under items (B) and (C) of the minute should not comprise a reproduction of the evidence by only so much of it as is essential for adequate discussion of the matters actually at issue. The evidence both for and against the delinquent should be attached to the minute. The minute should contain clear reasons for each finding.
- (iv) The officer holding the enquiry should record his findings on each charge separately after carefully considering the evidence adduced in support of it as well as that for the defence. In case where there are several charges, the enquiring officer should deal with each such charge under 'B', 'C' and 'D' one below the other, so that the difficulty that is usually experienced in such cases is avoided. If necessary, a full final summing up may be given at the end of covering all the charges. In cases which are submitted to a higher authority for the imposition of the penalty, the officer holding the enquiry may make a recommendation regarding the penalty to be imposed in those cases which takes up suo moto and in cases where he is directed to hold an inquiry, it is open to the authority ordering the enquiry to direct the enquiring officer to make such recommendations.

7. Imposing of penalty

For the award of penalties other than those mentioned in clauses (g) to (j) of Rule 7, the competent authority shall straightway pass the order on the minute taking into consideration the delinquents explanation to the charge. In other cases the authority competent to inflict penalty after arriving at a provisional conclusion in regard to the penalty to be imposed, should supply the person charged with a copy of the minutes and call upon him to show cause within a reasonable time, not ordinarily exceeding 15 days against the particular penalty proposed to be imposed. Any representation in this behalf submitted by the person charged shall be duly taken into consideration before final orders are passed.

Note: The opportunity to show cause against the particular penalty proposed to be imposed referred to above can be given either by the authority competent to inflict the penalty or under his direction by a subordinate authority who is superior in rank to the officer on whom it is proposed to impose the penalty.

APPENDIX "5-D"

RULES FOR PROVISION OF FIRE FIGHTING EQUIPMENT IN INDUSTRIAL ESTABLISHMENTS

(See para 20 under LEGISLATION)

Draft Model Rules under Sub-Section 7 of Section 38 and Section 112 of the Factories Act, 1948.

Rule 61(A) : Fire Fighting Apparatus and Water Supply

1. In every factory there shall be provided and maintained the following fire fighting equipments-
 - (a) Two fire buckets of not less than 2 gallon capacity for every 1000 sq.ft. of floor area subject to a minimum of four buckets on each floor.
 - (b) Every bucket provided under this sub-rule shall-
 - (i) conform to appropriate Indian Standards Specifications;
 - (ii) be kept in a position approved by the Inspector and shall be used for no other purpose than fire extinguishing; and
 - (iii) at all times be kept full of water, except where the principle fire risk arises from inflammable liquid or other substances where water cannot be used. It shall be kept full of clean, fine dry sand, stone dust or other inert material;

Provided that where the Chief Inspector is of the opinion that owing to the other adequate fire fighting apparatus provided in the factory building or room, he may issue a certificate in writing (which he may at his discretion, revoke) specifying the extent to which the above requirements are relaxed in respect of that building or room.
2. In every factory, adequate provision of water supply for fire fighting shall be made and where the amount of water required as calculated from the formula $A+B+C+D$ divided by 1000 is 120 gallons or more per minute, power driven trailer pumps of adequate capacity to meet the requirement of water as calculated above shall be provided and maintained.

In the above formula:

A = the total area in sq.ft of all floor including galleries in all buildings of the factory;

B = the total area in sq.ft. of all floors and galleries including open spaces in which combustible materials are handled or stored.

C = the total area in sq.ft. of all floors over 50 feet above ground level; and

D = the total area in sq.ft. of all floors of all buildings other than those of fire resisting construction;

Provided that where the fire risk involved does not require use of water, such areas under B, C, D, may, for the purpose of calculations, be halved;

Provided also that where the areas under B, C, or D are protected by permanent automatic fire fighting installations approved by any fire association or fire insurance company, such areas may, for the purpose of calculation, be halved;

Provided further that where the factory is situated at not more than 2 miles from an established city or town fire service, the pumping capacity arrived at by the formula above may be reduced by 25% but no account shall be taken of this reduction in calculating water supply required under the sub-rule 7.
3. Each Trailer Pump shall be provided with equipment as per schedule A. Such equipment shall conform to Indian Standards Specifications wherever they exist.
4. Firemen inclusive of Driver-Operator and one leader for each Trailer Pump adequately trained in fire fighting and in operation of trailer pumps shall be available during all times.
5. Trailer Pumps shall be housed in a separate shed/shed s which shall be sited close to a principal source of

water supplies in the vicinity of the main risks of the factory.

6. In factories where the area is such as cannot be reached by man-hauling of trailer pumps within reasonable time, vehicles with towing attachment shall be provided at the scale of one for every four trailer pumps with a minimum of one such vehicle kept available at all times.
7. Water supply shall be provided to give flow of water as calculated under sub-rule (2) for at least 100 minutes. At least 50% of this water supply or 1 lakh gallons whichever is less, shall be in the form of static tanks of adequate capacities (not less than 10,000 gallons each) distributed round the factory with due regard to the potential fire risks in the factory, (Where piped supply is provided, the size of the mains shall not be less than 6" diameter and it shall be capable of supplying minimum of 1000 gallons per minute at a pressure of not less than 10 lbs. per sq. inch).
8. Fire Fighting drills and practices by Fire crew shall be held at least once a week and shall closely approximate to actual conditions of fire fighting including use of equipment.
9.
 - (a) In factories having more than 1000 sq. ft. floor area and where fire may occur due to combustible materials other than inflammable liquids, electrical equipment and ignitable metals, soda acid or equivalent type of portable extinguishers at the rate of one for every 500 sq. ft. of area spaced at not more than 100 ft. apart subject to a minimum of one extinguisher shall be provided in addition to fire buckets as required under sub-rule (1).
 - (b) In factories where fires may occur due to inflammable liquids or grease or paint, the extinguishers to be provided at the scale laid down in clause (a) shall consist of foam, carbon tetrachloride, dry powder, carbondioxide, chlorobromo methane or other equivalent types.
 - (c) In factories where fires may occur due to electrical equipment, the extinguishers to be provided at the scale laid in clause (a) shall consist of carbondioxide, dry powder, carbon tetrachloride or equivalent types.
 - (d) The factories where fires may occur due to magnesium aluminum or zinc dust or shavings of other ignitable metals, the use of liquids, carbondioxide and foam type extinguishers shall be prohibited and an ample supply of clean, fine, dry sand, stone dust or other inert material shall be kept ready for segregating such fires.
 - (e) Every type of portable fire extinguisher shall be kept mounted in a position approved by the Inspector:
Provided that where the Chief Inspector is of the opinion that owing to other adequate fire fighting apparatus or permanent automatic fire fighting installations approved by any recognised fire association or fire insurance company provided in the factory building or room, he may issue a certificate in writing (which he may at his discretion, revoke) specifying the extent to which the above requirements are relaxed in respect of that building or room.
10.
 - (a) Every portable fire extinguisher to be provided under sub-rule (9) shall:-
 - (i) conform to the appropriate Indian Standards Specifications.
 - (ii) be kept charged ready for use, properly mounted in a position approved by the Inspector and accompanied by the maker's printed instructions for its use, and
 - (iii) be examined, tested or discharged periodically in accordance with the makers' recommendations.
 - (b) The manager of every factory shall keep and maintain sufficient number of spare charges for each type of extinguisher provided in the factory with a minimum of 12 spare charges always in stock and readily available.
11. Every worker of the factory should as far as possible be trained in the use of portable fire extinguishers, subject to a minimum of at least one-fourth of number of workers engaged separately in each section of the factory.
12. Each factory shall detain a trained officer who shall be responsible for the proper maintenance and upkeep of all fire fighting equipments.
13. The Factory Management for the observance of factory discipline and orderliness, shall prepare a detailed "Fire Safety Plan" for proper enforcement of fire safety rules and for actions to be taken in proper sequence, in case of a fire in the factory.

APPENDIX "9-A "

MAXIMUM LIFE, ANNUAL DEPRECIATION AND RESIDUAL VALUE OF FIRE FIGHTING EQUIPMENT AS RECOMMENDED BY THE S.F.A.C. AT ITS 5TH MEETING

(See para 1 under 9 Equipment - Maximum Life)

1. This subject first came up before the committee at the fifth meeting and then again at the sixth meeting, but was deferred both times for want of sufficient data. It was finalised at the eighth meeting. The Committee recommended as follows:-

The equipment should be classified into 6 categories and the normal life, annual depreciation and residual value fixed for equipment in each category as shown in Table below:-

Category	Items on Equipment	Normal Life	Annual Depreciation	Residual Value	Remarks
A.	Portable Pump Set, 275 L/min. Trailer Fire Pump, 680 L/min. Trailer Fire Pump, 1800 L/min. Motor Fire Engine, 1800 L/min. Motor Fire Engine, 3200 L/min. Water Tender Type 'A' Water Tender Type 'B' Mechanically operated Turntable Ladder for Fire Brigade use Jeep Fire Engine Emergency Tender Combined Foam and Co ₂ Crash Tender Tender Foam Crash Tender CO ₂ Crash Tender Dry Powder Crash Tender Dry Power Jeep Fire Truck Rescue Tender Trailer Mounted Tanker	5000 hrs. stationary operation or 10 years whichever is completed earlier	10%	2%	For self-propelled vehicles, every 15 miles run on road shall be equivalent to one hour of stationary operation. Thus 5000 hrs. of Shall be equal to 75,000 miles running
B.	Suction Hose Unlined Delivery Hose Flex Canvas Hose Hose Reeling Tubing	2 years or 200 hours of use whichever is earlier	50%	Nil	'Use' mean operations on fire, or test, etc.
C.	Ladders, all Types except turntable Hook Ladders, Wooden or Metal Extension Ladder, Wooden Extension Ladders, Metal Wheeled Fire Escape, Wooden	5 years 5 years 7 years 10 years	20% 20% 15% 10%	Nil	

Category	Items on Equipment	Normal Life	Annual Depre- ciation	Residual Value	Remarks
	Wheeled Fire Escape, Metal	10 years	10%		
	Scaling Ladders	5 years	20%		
	First Floor Ladder, Wooden	5 years	20%		
	First Floor Ladders, Metal	5 years	20%		
D.	Hand Controlled Branch Pipe	Metal : 10 years	10%	Metal - 2%	
	Hatchet	Wooden : 5 years	20%	Remainders : Nil	
	Knap Sack Tank	Rubber, Leather, Canvas - 1 year	100%		
	Nozzle Spanners				
	Strainer				
	Suction Collect Heads				
	Suction Hose Wrench				
	Stand Pipe				
	Shovel				
	Couplings				
	Suction and Delivery hoses				
	Breanchings, dwidng and Collecting				
	Cylinders				
	Hand Pumps				
	Spades				
	Carpenter's Saw				
	Shears				
	Bolt Croppers				
	Persuader				
	Door Breaker				
	Steel Shod Lever				
	Skid Chain				
	Grapnel				
	Pulley Block				
	Chain Lifting				
	Chain Sling				
	Jacks				
	Matlocks, Handled				
	Picks with Shafts				
	Hammer				
	Spreader for iron railings				
	Bending bars				
	Knift with sheath				
	Stirrup for life saving				

Category	Items on Equipment	Normal Life	Annual Depre- ciation	Residual Value	Remarks
E.	Fire Extinguishers - All types Stirrup Pumps	5 years for all except for Fire Extinguishers of Dry Powder Type for which life fixed at 10 years	Dry Powder Nil Extinguishers 10%	Remainders 20%	
F.	Self contained breathing apparatus for fire service use (oxygen or compressed air- open or close circuit) Resuscitation apparatus Helmets with belovows or Blowers and respirators	4 years	25%	Nil	

- References :
1. Page 7 of the minutes of the fifth meeting of S.F.A.C.
 2. Page 6 of the minutes of the sixth meeting of S.F.A.C.
 3. Pages 9 and 10 of the minutes of the eighth meeting of S.F.A.C.

APPENDIX "11-A"

QUALIFICATIONS FOR VARIOUS RANKS AS RECOMMENDED BY S.F.A.C. AT THE THIRD MEETING

(See paras 5 under 11 - Personnel)

QUALIFICATIONS FOR VARIOUS RANKS

2. Prescription of qualifications for the various ranks in the Services was considered at the third meeting. The Committee made the following recommendations:-
 - "1. **Physical standards:** Should be left to the discretion of the Heads of the Service for all ranks. The following test for physical fitness may be kept in view while fixing standards:
 - (a) Running a distance of 100 yards with a weight of 10 stones in one minute.
 - (b) Lifting the hook ladder to a verticle position by 3rd and 6th round.
 - (c) Climbing a rope or a vertical pipe to a height of 8-10 feet from the ground.
 2. **Age Limits:**
 - (a) For Departmental candidates, there should be no age limit.
 - (b) For direct recruits or outsiders, the age limits should be as follows :-
8. The draft rules were reconsidered at the seventh meeting and finalised. Committee's recommendations are reproduced below :-

Rank	Age Limits
Firemen	Between 18 and 25 years
Leading Firemen	Between 18 and 25 years
Driver	Between 20 and 28 years
Telephone Operator	Between 18 and 25 years
Sub-Officer	Between 18 and 25 years
Station Officer	Between 20 and 25 years
Divisional/Asstt. Div. Officer	Between 25 and 35 years
Deputy Chief Officer or Asstt. to Fire Force Commander or to Chief Fire Officer or to Director Fire Service or Chief Divisional Fire Officer	Between 30 and 45 years
Fire Force Commander or Chief Officer or Director Fire Service	Between 30 and 45 years

3. **Academic**
 - (a) **For Departmental Candidates:** For ranks from Sub-Officer upwards, must have passed Matriculation or equivalent examination.
 - (b) **For Direct Recruits or Outsiders**

Fireman: Must be able to read and write well any language

Leading Firemen: Must have passed the middle school examination (equivalent to III Form or 7th Standard) relaxable in case of suitable Departmental candidates only.

Driver: Same as Leading Firemen

Telephone Operators : Must have passed Matriculation or equivalent examination relaxable in case

of suitable Departmental candidates only.

Sub Officer : Same as for Telephone Operators.

Station Officer : Must have passed Intermediate or equivalent examination, preferable with Science or Engineering subjects.

Asstt. Divisional Officers and above : There will be no direct recruitment unless he has already served in a whole time fire service and possesses the minimum technical qualifications and practical experience prescribed for such posts. In such cases, the academic qualifications should be the same as for the Departmental candidates.

4. Technical

- (a) For direct recruits upto Station Officer's post no technical qualifications are essential if they possess the requisite educational (academic) qualifications, physical standards and age limits prescribed for them under 1 to 3 above.
- (b) For direct recruits above the rank of Assistant Divisional Officers for Departmental Candidates for all posts above the rank of a Fireman, the following minimum technical qualifications should be essential:-

Rank	Technical Qualifications
Leading Fireman	— Must passed the Departmental Examination for promotion to leading Fireman. Seniority amongst the passes should be considered along with the seniority in service.
Driver	— Same as for Leading Fireman plus must be in possession of a current driving licence for heavy vehicles.
Telephone Operator	— Should at the discretion of the Head of the Service.
Sub-Officer	— Successful completion of the Elementary (General) Fire Service course at a recognised Fire Training Centre.
Station Officer & Asst. Divisional Officer	— Must have successfully completed the Junior Officers' and Instructors' course at the National Fire Service College or must be in possession of the graduateship diploma of the I.F.E. London.
Divisional Officer	— Desirable successful completion of the Divisional Officers' course at the National Fire Service College or Associate Membership Diploma of the Institute of Fire Engineers, London.
Deputy Chief & Chief Fire Officer	— Same as for Divisional Officers

5. Practical Experience

- (a) For direct recruits upto Station Officers' post, no practical experience is essential if they possess the requisite educational (academic) qualifications, physical standard and age limit prescribed for them under 1 to 3 above.
- (b) For direct recruits above the rank of Assistant Divisional Officer and for Departmental candidates for all posts above the rank of a Fireman, the following minimum experience should be essential:-

Rank	Experience
Leading Fireman	— Not less than 3 years as a whole time Fireman.

Driver	—	Same as for Leading Fireman.
Telephone Operator	—	Should be at the discretion of the Head of the Service
Sub Officer	—	Minimum of 2 years' service as a Leading Fireman or 5 years total service in the Fire Service Department
Station Officer & Asst. Divisional Officer	—	Minimum of 5 years service in a whole time Fire Brigade out of which atleast 3 years should be as a Sub Officer or Leading Fireman.
Divisional Officer	—	Minimum of 7 years' service in a whole time Fire Brigade out of which atleast 3 years should be as a Station Officer or Assistant Divisional Officer.
Deputy Chief and	—	Same as for Divisional Officers
Chief Fire Officer	—	Minimum of 10 years service in a whole time Fire Brigade out of which 3 years should be in a senior executive post carrying responsibility.

Note : The Committee recommends that promotions to the various ranks in the Fire Services should be made as far as possible from amongst the ranks and other fire service personnel and direct recruitment should only be considered when suitable candidates for such appointment are not available".

Reference : Pages 5 to 9 of the minutes of the third meeting of S.F.A.C.

6. While considering the designations of Fire Officers at the fourth meeting, the Committee also recommended that the qualification prescribed for appointments should be to the various ranks and not for the designations or posts held.

Reference : Page 12 of the minutes of the fourth meeting of S.F.A.C.

APPENDIX "11-B"

DRAFT RECRUITMENT RULES AS RECOMMENDED BY S.F.A.C. AT THE 7TH MEETING

(See paras 7 and 8 under 8. UNDER 11 - PERSONNEL)

RECRUITMENT RULES

7. Draft recruitment rules for the various ranks in the Fire Services were first taken up for consideration at the sixth meeting, but a decision on those was postponed.
8. The draft rules were reconsidered at the seventh meeting and finalised. Committee's recommendations are reproduced below :-

"1. Fireman

He should be between the age of about 18 and 25 years; should be at least 5'-5" in height and have a minimum chest of 32" with a minimum expansion of 2".

He should be able to run a distance of 100 yards with a load of 10 stones in one minute and should be capable of climbing a rope or vertical pipe to a height of 8 to 10 feet from the ground. These physical tests should be at the discretion of the head of the service.

He should preferably have read upto middle standard (3rd Form or 7th Standard) or atleast he should be able to read and write the local vernacular. At the end of his probationary period, the fireman would be allowed to continue in service only after he has passed the departmental examination (which will be entirely of practical nature). Standard of this examination will be as laid down in APPENDIX "11-C".

2. Leading Fireman

The physical standards and test should be the same as for fireman.

There will be no direct recruitment to this rank and departmental candidates from the ranks of fireman with not less than 5 years' experience as a whole time fireman will be promoted as Leading Fireman on probation, only if they pass the examination in accordance with the standards as laid down in APPENDIX '11-C'. They will be confirmed only after satisfactory service during the probationary period. Seniority amongst the passes shall be considered along with the seniority in service and those who pass in previous years will be termed as seniors to those who pass in subsequent years for promotion. In case the fireman possesses better educational qualifications, his case for promotion would be considered earlier but not less than 2 to 3 years' service as fireman.

3. Driver

Physical standards and tests will be same as those for Fireman, except that the age limit should be between 20 to 30 years, upper age limit not being applicable to departmental candidates. Besides this, he will have to pass the departmental examination in Firemanship. Persons to be appointed should have atleast two years' experience to drive heavy vehicles. In addition, he must be in possession of current driving licence for heavy vehicles.

4. Telephone Operator

He should be between the age of 18 and 25 years, upper age limit not being applicable to departmental candidates. Academically, he must have passed the matriculation or equivalent examination, relaxable in case of suitable candidates. Technically, qualifications and practical experience should be at the discretion of the head of the service.

5. Sub-Officer

May be appointed by promotion or by direct recruitment. Physical standards and test would be the same as that of fireman. Should be between the age of 18 and 25 years, upper age limit not being applicable to departmental candidates. Academically, he must be matriculate or have passed the equivalent examination, relaxable in case of departmental candidates.

Before he can be appointed on probation to this rank, the candidate must have two years minimum service as

a Leading Fireman in 5 years' total service in the fire Service Department and must have passed the Sub Officers' course at the National fire Service College or at a Regional/State Fire training Centre or a departmental test. He will be confirmed on rendering satisfactory service during the probationary period.

6. Station Officer

The physical standards should be the same as for Fireman. If he is a direct recruit, he should possess the Intermediate standard or equivalent examination certificate, preferably in Science or Engineering subjects. The departmental candidates eligible for promotion to this rank would be required to have minimum 5 years' service in a whole time Fire Service, out of which, at least 3 years should be as a Sub-Officer or Leading Fireman and to attend and pass the Station Officers' course of the National Fire Service College and/or hold the diploma of Fire Engineering from the said college, or of equivalent examination or a test prescribed by the Standing Fire Advisory Committee at APPENDIX "11-D" to be carried out by the local authorities concerned. Appointment will be on probation, only to be confirmed after a satisfactory service during the probationary period.

7. Assistant Divisional Officer and Divisional Officer

There will be no direct recruitment unless the candidate has already served in a whole time Fire Service and holds the following qualifications :-

"He must be between 25 years and 35 years of age, upper age limit not being applicable to departmental candidates; must have a minimum of 7 years service in a whole time Fire Service, out of which at least 3 years should be as a Station Officer or higher. This candidate must also have attended and passed Divisional and Assistant Divisional Officers' course or the General Fire Prevention course at the National Fire Service College, or equivalent examination and holding the Associate Membership of the College before he can be appointed to those ranks. Appointment will be on probation, only to be confirmed after satisfactory service during the probationary period."

Syllabuses under Draft Rules for examination for promotions in Fire Services in India are given at APPENDIX "11-C" AND APPENDIX "11-D", to give broad outlines, for laying the standards or for framing the rules in respect of examinations, and promotions according to local conditions.

APPENDIX "11-C"

SYLLABUS FOR EXAMINATIONS FOR PROMOTION IN THE FIRE SERVICES UNDER DRAFT RULES FRAMED BY S.F.A.C.

(See para 9 under 11 - PERSONNEL)

(a) SYLLABUS FOR ORAL AND PRACTICAL TESTS FOR CONFIRMATION OF FIREMAN.

Oral

(i) **Chemical Extinguishers**

Types in use and types of fires on which each one can be used; care and maintenance.

(ii) **Ladders**

Types in use with limitations of each: care and maintenance; Duties of each member of crew in standard drills.

(iii) **First Aid**

Treatment in cases of shock, wounds, burns, bleeding, fractures and respiratory failure.

(iv) **Hose and Hose Drills**

Types of delivery and suction hose; construction, care and maintenance, methods of testing, cleaning, drying, repairing and slowing; duties of each member of crew in standard drills.

(v) **Foam and Foam Equipment**

Types of foam and foam making appliances and their uses - care and maintenance.

(vi) **Hydrants and Hose Fittings**

Types and sizes of hydrants; hose fittings, like couplings, breachings, collecting heads, branches and nozzles, strainers, stand-pipes; hose wrappers and bandages; hose ramps; branch holders; care and maintenance.

(vii) **Knots and lines**

Types of lines; methods of testing; care and maintenance. Following 12 knots and their uses:-

(aa) Overhaul knot or thumb knot

(bb) Reef knot

(cc) Clove hitch

(dd) Rolling hitch

(ee) Round turn and two half hitches

(ff) Single sheet bend

(gg) Sheep shank

(hh) Cat's Paw

(ii) Bowline

(jj) Running bow line

(kk) Bow line on the bight

(ll) Chair knot

(viii) **Pumps and Pump Drills**

Types of pumps and primings systems; identification of parts; care and maintenance; duties of each member of crew in standard drills.

(ix) **Practical Firemanship**

Method of "entry" into and searching a building or locating a fire; precautions to be observed when working in smoke laden places.

- (x) **Small Gear**
Uses of special gear, like door openers, persuaders, breaking-in-tools, axes, preventers, rakes, scoops, cutting shears, hand-pumps etc.
- (xi) **Water Room Procedure**
Method of dealing with calls to fire and other emergencies; standard message.
- (xii) **Water Supplies and Relays**
Types of water supplies and essential requirements for making their use for fire fighting; tapping of water mains; relay systems by collector and series pumping; normal relay distances.

Practical

- (i) **Breathing Apparatus**
Harnessing a breathing set.
- (ii) **Chemical Extinguishers**
Method of operating and recharging after use.
- (iii) **Ladders**
Ascending and descending; handling hook ladder with pompler belt and performing one man or two men drill.
- (iv) **First Aid**
Bandaging at different parts of body; artificial respiration.
- (v) **Hydrant, Hose and Hose Drills**
Operating hydrants; lifting, laying; making-up, adding replacing or removing of hose lengths, carrying hose lines to upper floors or on ladders.
- (vi) **Knots and Lines**
Practical tying up of the following knots :-
 - (aa) Overhaul knot or thumb knot
 - (bb) Reef knot
 - (cc) Clove hitch
 - (dd) Rolling hitch
 - (ee) Round turn and two half hitches
 - (ff) Single sheet bend
 - (gg) Sheep shank
 - (hh) Cat's Paw
 - (ii) Bowline
 - (jj) Running bow line
 - (kk) Bow line on the bight
 - (ll) Chair knot
- (vii) **Pumps**
Operation of pumps with different priming systems.
- (viii) **Rescue Drills**
Picking-up, lowering and carrying down insensible persons by Fireman's lift and lines rescue.
- (ix) **Squad Drills**
Performing squad drill, marching in step, turning right, left and about, turning inclination and forming squad.

(b) SYLLABUS FOR EXAMINATION FOR PROMOTION TO AND CONFIRMATION OF LEADING FIREMEN

(i) **Breathing Apparatus and Resuscitation**

- | | | |
|-------------------------|---|---|
| Written and/or oral | — | Types in use with their limitation circumstances in which sets are to be used - conditions when resuscitation is necessary; standard tests. |
| Practical demonstration | — | Practical demonstration in harnessing a breathing set or using a resuscitation apparatus. |

(ii) **Chemical Extinguishers**

- | | | |
|-------------------------|---|---|
| Written and/or oral | — | Types of extinguishers in use and fires on which each one can be used; advantages and disadvantages and general methods of maintenance; standard tests. |
| Practical demonstration | — | Method of operation; recharging after use. |

(iii) **Escape Ladders, Extension Ladders and Hook Ladders, with Drills**

- | | | |
|-------------------------|---|---|
| Written and/or oral | — | Types in use with their limitation care and maintenance; duties of each member of crew in performance of standard drills; standard tests. |
| Practical demonstration | — | Slipping and pitching; handling of hook ladder with pompier belt and ascending and descending on ladder. |

(iv) **First Aid**

- | | | |
|-------------------------|---|---|
| Written and/or oral | — | Method of approach and subsequent treatment in cases of shock, wounds, burns, bleeding, fractures and respiration failures. |
| Practical demonstration | — | Methods of bandaging at different parts of body and artificial respiration. |

(v) **Foam and Foam Equipment**

- | | | |
|-------------------------|---|--|
| Written and / or oral | — | Types of foam making appliances in use with their limitations; circumstances when these can be used; care and maintenance; standard tests. |
| Practical demonstration | — | Practical demonstration on how to use each equipment. |

(vi) **Hose and Hose Drills**

- | | | |
|-------------------------|---|--|
| Written and/or oral | — | Types of delivery and suction hose in use its construction with care and maintenance; methods of testing, cleaning, drying, repairing and stowing; duties of each member of crew in performance of standard three-men and four-men drills; standard tests. |
| Practical demonstration | — | Lifting, laying, making-up, adding, replacing or removing of hose as also carrying lines on upper floors on ladder. |

(vii) **Hydrants and Hose Fittings**

- | | | |
|---------------------|---|---|
| Written and/or oral | — | Types of hydrants in use with sizes and construction of outlets; hose fittings, like couplings, breeching, collecting heads, branches with different types of nozzles, strainers, stand pipes, hose wrappers, hose bandages, hose ramps, branch holders and their |
|---------------------|---|---|

	Practical demonstration	—	uses; standard test of hydrants.
(viii)	Knots and lines		
	Written and /or oral	—	Operation of hydrants and different hose fittings.
	Practical demonstration	—	Types of lines in use, method of testing and different uses to which different knots can be put to standard test.
(ix)	Pumps and Pump Drills	—	Practical trying up of various knots.
	Written and/or oral	—	Types of pumps with priming systems in use; advantages and disadvantages; duties of each member of crew in case of standard pump drill.
	Practical demonstration	—	Operating of pumps and standard pump drill.
(x)	Practical fireman ship		
	Written and/or oral	—	Methods of entry into and searching a building; locating a fire and precautions to be observed when working in smoke laden building.
(xi)	Rescue Drills		
	Practical demonstration	—	Picking up, lowering and carrying down insoluble persons; rescue by fireman's lift and line rescue.
(xii)	Small Gear		
	Written and/or oral	—	Uses of special small gear, like door openers, persuaders, bracking-in-tools, cutting plants; rescue gear; jacks and pulleys; axes and preventers, etc.
(xiii)	Squad Drill		
	Practical demonstration	—	Conducting practical squad drill with formation of squad, marching in step, turning with right and left inclination, methods of March-Past and presentation of parades.
(xiv)	Topography		
	Written and/or oral	—	Knowledge of the layout of the town/city with names of prominent localities, main roads, connecting such localities, names of different bazars and important lanes; general spread of the fire hazard in the area served by the Fire Station concerned.
(xv)	Watchroom procedure		
	Written and / or oral	—	Functions of watchroom; methods of keeping records of incoming and outgoing messages; mobilizing procedure; method of dealing with fire and emergency calls; standard messages.
(xvi)	Water Problems		
	Written and/or oral	—	Types of water supplies, essential requirements for making their use for fire fighting, pressures in water mains, capacities of pumps for tapping water mains.
(xvii)	Water relay	—	Meaning of collector and series pumping, normal relay distances; method of detecting disturbances in relay hose-lines.

(c) **DRAFT RULES FOR PROMOTION**

- (i) All promotions to different ranks in the Fire Services, up to the rank of Divisional Officer, shall be made out of the candidates who are eligible in all respects having successfully passed the appropriate examination for such promotion and not otherwise.
- (ii) For being termed as "successful" at any examination, the candidate shall have to score 50 per cent marks and above of the total marks.
- (iii) Seniority amongst the passes shall be considered along with seniority in service and those who pass in previous years shall be termed as seniors to those who pass in subsequent years for promotion. Candidates to be sponsored for training at the Regional/State Training Centres or National Fire Service College, should be drafted according to seniority, as far as possible, from amongst those eligible for respective courses.
- (iv) Only in exceptional and very rare cases shall the appointing authority have the discretion of waiving the condition of passing a promotion examination in case of an otherwise eligible candidate, if circumstances then prevailing warrant such consideration. In such a case, the appointing authority may preferably arrange selection for appointment by interviewing candidates by a Board of not less than three officers.
- (v) For promotion to the rank of Leading Firemen, the eligible candidates must pass a departmental written and oral and practical examination of the standard as laid down in the syllabus above.

This examination should be conducted by a Board of officers having as Asst.. Divisional Officer or a Senior Station Officer with not less than 5 years' service as Chairman and two Station Officers or Sub-Officers with not less than years' service as members.

APPENDIX "11-D"

SYLLABUS FOR TEST FOR PROMOTION TO STATION OFFICER'S RANK AS RECOMMENDED BY S.F.A.C.

(See para 10 under 11 - PERSONNEL)

Syllabus for test for promotion to Station Officer's rank

(i)	Breathing apparatus		
	Written	—	Types in use with brief description of working principles; circumstances in which each type can be used; care and maintenance.
	Oral and Practical	—	Harnessing and actual use in smoke or gas laden chamber and standard tests.
(ii)	Building construction		
	Written	—	Types of buildings, properties of various building materials and their behaviour in heat and fire, different construction of walls, roofs, floors, stair, hearths and chimneys with flues, doors, windows, etc; their advantages and disadvantages in relation to fire risk. Placing of lifts, stairs, fire escapes, etc. in relation to occupancies.
(iii)	Chemical Extinguishers		
	Written	—	Types in use with constructional details working principles with limitations of use their advantages and disadvantages; care and maintenance.
	Oral and practical	—	Operational working; procedure of recharging after discharge and standard tests
(iv)	Chemistry and Heat		
	Written	—	Principles of chemistry; heat and combustion; fundamental chemical reactions with risk involved; risks with important chemical compounds and volatile liquids.
	Oral and Practical	—	Laboratory experiments of production of heat, combustion and evolution of gases due to chemical reactions.
(v)	Discipline		
	Written	—	General rules of discipline; its importance in Fire Service and how it can be maintained, procedures in dealing with disciplinary matters.
(vi)	Electricity		
	Written	—	Principles of electricity and fire risks in relation to generation, distribution, domestic and industrial electrical hazards.
	Oral and practical	—	Creation of sparks due to static charge, short circuits and leakages.
(vii)	Escape ladder (optional if not in use)		
	Written	—	Types in use with brief description of constructions and working with appropriate identification of parts;

	Oral and practical	—	care and maintenance.
(viii)	Exercises (situation and tactical)		
	Oral and practical	—	Standard drills in slipping, pitching, bridging, correct methods of ascending and descending; standard tests.
(ix)	Fire Service Administration		
	Written	—	Exercises in practical fire fighting, with fire ground conditions incorporating various fire drills using different fire appliances and ladders and message work; night exercises.
(x)	First Aid		
	Written	—	Fire Station administration; maintenance of records of hose, occurrences, watch room work, fire engines and other appliances; preparation of report of fires; special services and periodical returns.
	Oral and Practical	—	General procedure; treatment of shock, wounds, burns, and scalds, hemorrhage, fractures, etc. method of artificial respiration and bandaging.
(xi)	Fixed Fire Fighting Installations		
	Written	—	Demonstration of methods of treatment; artificial respiration and bandaging.
(xii)	Foam and Foam equipment		
	Written	—	Systems of Dry risers, rising mains, internal hydrants, fire resisting doors and shutters and their uses.
	Oral and Practical	—	Types and composition of foam and their properties, expansion ratio, stability, methods of creating mechanical and chemical foam with advantages and disadvantages.
		—	Construction and working principles of foam making equipment like foam branches, multiple jet and inline inductors, foam pourers and towers etc; care and maintenance.
(xiii)	Gas Fires (Optional)		
	Written	—	Standard drills with foam equipment and standard tests.
(xiv)	Hook ladder		
	Written	—	Properties of different gases, the hazards relating to gases, hazards of domestic gas installations,
	Oral and Practical	—	Constructional features; identification of parts; care and maintenance of ladder and belt.
(xv)	Hose		
	Written	—	One man and/two men standard drills to 4th floor with hose and rescue lines; standard tests.
		—	Construction of delivery and suction hose; operational misuse; methods of testing; cleaning, drying and repairing; care and maintenance.

	Oral and Practical	—	Repairing and darning of hose, standard tests.
(xvi)	Hose Drills		
	Oral and Practical	—	Three and four men standard drills; carrying, running laying and making up of hose; adding, removing, replacing and raising to upper floors.
(xvii)	Hose fittings		
	Written	—	Construction of delivery and suction couplings, branches, nozzles, spray, diffuser, stream form and revolving branches, basement sprays, collecting and dividing breechings, suction collection heads, etc; their use, care and maintenance.
	Oral and practical	—	Demonstration with each type of hose fitting.
(xviii)	Hydrants		
	Written	—	Construction of different types of hydrants, sizes of outlets and outlet fittings; methods of connecting to fire pumps, marking and hydrant pits and covers; care and maintenance.
(xix)	Internal combustion engines		
	Written	—	Principles of internal combustion engine; types of ignition systems; electrical system; use of fuel, care and maintenance.
	Oral and practical	—	Demonstration of actual moving parts in dismantled i.e. engines.
(xx)	Knots and Lines		
	Written	—	Types and composition of lines; working load, breaking load and testing load; various knots and their uses; care and maintenance.
	Oral and Practical	—	Tying of various knots; splicing and whipping of lines; standard tests.
(xxi)	Ladders		
	Written	—	Types in use with brief description of construction and working with appropriate identification of parts; care and maintenance.
	Oral and practical	—	Standard drills in slipping and pitching; correct methods of ascending and descending; standard tests.
(xxii)	Physical & Squad Drills		
	Oral and practical	—	Conduct of squad and physical drills with appropriate sequence and words of command; methods of presentation of parades and march past.
(xxiii)	Pumps		
	Written	—	Types use with constructional details and working principles; types of primers and methods of priming, testing and fault finding; care and maintenance.
	Oral and practical	—	Demonstration of operating pumps of different types and priming systems, from hydrants and from an open source of water supply; standard tests.

(xxiv) Pump Drills Oral and practical	—	Standard drills with hose; hose reels, foam making equipments and places including upper floors; visual signals and whistle signals.
(xxv) Plan Reading (Optional) Written	—	Importance of plan reading; methods of reading with explanation of common symbols in use.
(xxvi) Practical Firemanship Written	—	Qualities of a fireman; his important duties at Fire Station and Fire Ground.
Oral and practical	—	Methods of entry, rescue, room-searching, working in darkness and in thick smoke; line signals.
(xxvii) Rescue drills Oral and practical	—	Picking up, lowering and carrying insensible persons with Fireman's lift and lines rescues.
(xxviii) Refrigeration (Optional) Written	—	Principles of refrigeration; properties and hazards of different refrigerants and action to be taken in case of leakage.
(xxix) Resuscitation Written	—	Description of resuscitation sets, methods of working and circumstances when used; care and maintenance.
Oral and practical	—	Demonstration in use of resuscitation set.
(xxx) Rural Fires Written	—	Causes of rural fires; precautions to be taken in rural areas; methods of fighting rural fires.
(xxxi) Salvage Written	—	Meaning of salvage; how fire loss can be reduced by salvage; salvage equipments and their uses.
Oral and practical	—	Demonstration in salvage sheeting, indoor and outdoor chutes, drawing and mopping.
(xxxii) Small Gear Written	—	Types and uses of breaking in tools, door-openers, persuaders, bolt croppers, rescue gear, jacks and pulley blocks, axes, preventers, rakes, saws etc.
Oral and practical	—	Demonstration in the operation of small gear.
(xxxiii) Special appliances Written	—	Brief description and working principles of oxyacetylene cutting plant, blower and exhaustor machine, portable lighting sets, etc; their uses and precautions to be taken.
Oral and practical	—	Operation of special gear.
(xxxiv) Special Services		

Written	—	Rescue of trapped persons from sewers, lifts, collapsed buildings and drowning; rescue of animals; methods to be used and precautions to be taken.
(xxxv) Sprinklers, Drenchers and CO₂ Installations		
Written	—	Brief description and working principles of 'wet', 'dry' and 'alternate' systems of sprinklers and drenchers, CO ₂ methyl-bromide etc.; installation, methods of spacing, locating and uses, care and maintenance.
(xxxvi) Turn Table Ladders (Optional, if not in use)		
Written	—	Description and working principles of turn table ladders; their advantages; situations when these can be used and precautions to be taken when in use; care and maintenance.
Oral and practical	—	Demonstration of operating the ladder with varying loads, uneven surfaces and weather conditions; standard tests.
(xxxvii) Watch Room Procedure		
Written	—	Functions of watch room; method of working with fire alarm and telephone systems; fire around and control room message; mobilising procedure; maintenance of records etc.
Oral and practical	—	Demonstration of receiving and transmitting messages, log keeping and mobilization of fire Force in major incidents.
(xxxviii) Water Problems		
Written	—	Study of pressure; heads, rate of flow, capacity and friction loss in relation to behaviour of water under pressure; discharge pressures of pumps and different nozzles.
Oral and practical	—	Demonstration of discharge of water from different nozzles at varying pressures; effect of jet and spray and length of throw.
(xxxix) Water Supply		
Written	—	Principles of 'series' and 'collector' pumping, methods of arranging relays.
Oral and practical	—	Demonstration of 'series' and 'collector' pumping.
(xxxx) Lecturette (Optional - For Instructors)		
Written	—	Methods of imparting instructions and conducting training on various subjects on fire fighting, fire prevention etc.
(xli) Special Risks		
Group I		
Hazardous Storages in warehouses		
Written	—	Warehouses and storage sheds for hazardous goods and their construction from fire risk point of view, methods of storage and precautions to be taken.

Group II

Ships and Dock Risks

Written

- Principles of nautical stability of floating objects and safety limits; causes of fires in ships and methods of fire fighting.

Group III

Aircraft fires and rescue

Written

- Construction of aircraft; locations, emergency exits, fuel tanks, batteries etc., usual causes of fires in aircraft; methods of rescue and of fire fighting.

DUTIES OF VARIOUS RANKS IN THE FIRE SERVICES AS RECOMMENDED BY S.F.A.C.

(See para 16 under 11 - PERSONNEL)

6. The standardisation of duties of various ranks in the Fire Services was first taken up at the fifth meeting, but was deferred for want of full information regarding the prevalent duties in various State fire services.
7. This was considered again at the ninth meeting and the following duties were recommended :
General duties of an officer incharge of Station (Station Officer/Sub-Officer)
 - (a) To be available and to hold himself in readiness for any duties at any time he may be called upon by his superiors to perform, and to keep his superiors acquainted with all matters coming to his knowledge; affecting either his own station or general business of the Fire Service Department.
 - (b) To obey implicitly all orders of his superiors and exact the strictest obedience and civility from those serving under him; to devote the whole of his time and attention to the Fire Service Department; to set an example to his men by sobriety, cleanliness, promptitude, civility and general attention to his duties.
 - (c) To take charge of and be responsible for all appliances, stores, equipments, etc. issued to his station and submit a report to his superior as to the correctness or otherwise of such articles taken charges of. He should submit a requisition to his superiors of the requirements of his station as necessary.
 - (d) To see that all appliances and equipments are kept clean and in thorough working order, stowing them properly for immediate use at fires and other emergencies without loss of time.
 - (e) To instruct and drill all men under his charge in the use and maintenance of fire appliances and equipments.
 - (f) To hold a muster parade for the inspection of unfirms, clothing, books, and equipments atleast once a month to see that the men keep themselves and their clothing in a clean and good condition and to report shortages, if any, to his superiors. The inspection of uniforms and equipments should be carried out periodically.
 - (g) To ensure that the rool is called at such times as he considers most suitable.
 - (h) To ensure prompt attendance of fire appliances and men. He should carry out surprise turn outs at odd hours atleast once a month.
 - (i) To ensure that his station time clock is checked with time clock or time signal atleast twice a day at proper intervals.
 - (j) To see that the main placed on station duty is properly dressed and is acquainted with his duties.
 - (k) To see that the communication system is in proper working order and to send an immediate report to appropriate authority when it is not so.
 - (l) To keep himself and men at all times in readiness, to receive any superior officer and to give if required an accurate account of all matters connected with the station under his charge.
 - (m) To see that the fire pumps under his charge have water passed through their pumps atleast once every week. This only refers to cases where a fire pump has not otherwise worked during the above period.
 - (n) To report at once to his superior Officer-in-charge of his Section and/or the Police, any damage or casualty that may have occurred as a result of accident.
 - (o) To keep himself and his staff acquainted with the water supply within the area under his charge. In cases where fire hydrants are provided, it shall be his duty to see that he and his staff examine all the hydrants falling within his jurisdiction periodically as may be fixed from time to time.
 - (p) To make himself and his staff acquainted with the network of communication system as may be existing in the service.

- (q) To make himself and his staff acquainted as far as possible with the topography of his and adjoining areas, as well as fire risks in such areas.
- (r) To maintain all registers, log books, occurrence books, attendance rolls, etc. up-to-date and to submit all returns and statements including pay rolls of his staff to his superiors every month. All Fire and Special Services reports shall be submitted by him within 48 hours of the occurrence. Sundays and Holidays being excepted.

Note: In case of a Station having a Station Officer and a Sub-Officer, the former shall be incharge of the Station and the latter shall assist him in carrying out the above mentioned duties. In the absence of the Station Officer, Sub-Officer shall be incharge of the Station.

Duties of Leading Fireman

- (a) To be available at the station to which he is posted, while on duty.
- (b) To obey implicitly all orders of his superiors and exact the strictest obedience and civility from those serving under him.
- (c) To see that the men placed under him on duty are properly dressed and are assigned duties pertaining to the station, and fire appliances, and such other duties that may be incidental to the efficient working of the station. He shall also be responsible for maintaining the station premises clean and tidy and appliances and equipments in neat and efficient working condition, and ready for immediate use.
- (d) To see that all equipments, gears, etc. are properly accounted for and be responsible for the same when incharge of fire appliances or equipments. In case of any loss or damage of articles or equipments, uniform clothing, etc. he shall immediately report to his next senior officer about the same.
- (e) To keep his superiors acquainted with all matters coming to his knowledge affecting the Fire Station staff or the general business of the Fire Service Department.

Note: Any duties as may be asked by a Station Officer and/or Sub-Officer, in addition to those specified above, shall be carried out by him.

Duties of Driver/Operator

- (a) To be available at the station to which he is posted, while on duty.
- (b) To obey implicitly all orders of his superiors and exact the strictest obedience and civility from those serving under him, if any.
- (c) To be responsible for the proper upkeep and mechanical condition, maintenance and movements of the vehicles and pumps under his charge. He shall also be jointly responsible with the Leading Fireman for the proper maintenance and stowing of equipments and gears that are carried on the fire appliances or kept at the Fire Station.
- (d) To test at least twice a day, the fire appliances in his charge to make sure that the same are in serviceable condition and to record the same with the man on station duty. To report any defects immediately that he may come across to the Leading Fireman incharge and to the man on station duty.
- (e) To keep an inventory of all articles and equipments under his charge and to maintain a record of time at work, mileage, petrol and oil consumption etc.

Note: Any other connected duties relating to the maintenance, mobility and operation of fire appliances, motor vehicles, pumps or other fire fighting and rescue gears as may be asked by his superior officer or the Leading Fireman, in addition to those specified above, shall be carried out by him.

Duties of Fireman

- (a) To be available at the station to which he is posted, while on duty.
- (b) To obey implicitly all orders of his superiors and hold himself in readiness to carry out all duties as

may be assigned to him by his superiors obediently, smartly and efficiently

- (c) To keep himself and his quarters, if provided, neat and clean.
- (d) To devote whole of his time and attention to the Fire Service Department while on duty.
- (e) To set example to others by sobriety, cleanliness, promptitude, civility and general attention to his duty.
- (f) To be responsible for keeping the station premises, such as appliance room, offices, drill yard, watch room, workshop, dormitory, drill tower, hose drying tower, and neat and clean by washing when necessary and appliances, equipments, gears, etc. clean and tidy.
- (g) To keep himself alert to attend to fires, special services, fire drills, etc. in the shortest possible time on the alarm being sounded.
- (h) To keep himself acquainted as far as possible with the topography of his own and adjoining areas, as well as fire risks in such areas.
- (i) To carry out duties that may be assigned to him from time to time, and be responsible jointly and severally to the Leading Fireman of the Fire Units for the care, appearance, scrupulous cleanliness of the unit and all equipments therewith, correct, upkeep, storage and maintenance thereof.
- (j) To assist Driver/Operator in the proper maintenance of equipments and gears of the vehicles, perform guard duties, workshop duties, control room and watch room duties, duties of office orderlies and fire aides, despatch messengers, etc.
- (k) To thoroughly inspect the fire appliance to which he is posted and to report to the Leading Fireman of having verified the same. The firemen are jointly and severally responsible to the Leading Fireman of the Unit for the appearance, scrupulous cleanliness of the unit and various equipment therewith, correct upkeep, maintenance and storage of equipments allotted. This shall include cleaning of vehicles and polishing the several equipments on the vehicle and in the stores, scrubbing and washing of the hoses, floors, walls, doors and windows of the premises, garages and drill towers, smoke chamber, maintenance of garden, etc.

Firemen and other ranks accommodated in barracks or dormitory shall be solely responsible for the proper cleanliness, orderly arrangement of their person belongs, etc. They will also be held responsible for the safety of the various fixtures, sanitary and electrical fittings in such premises.

1. Firemen, when posted as guard or sentry by turns, or by other method as deemed fit by the Officer Incharge of the Station, shall not leave his post until he is properly relieved. He shall be in full uniform prescribed for him for the season. While on guard duty, the Fireman shall be responsible: -
 - (i) To guard all properties, fixtures, fittings and other effects, both in the Fire Station premises and station surroundings.
 - (ii) To see that all persons entering upon the Fire Station premises are directed to the Officer incharge and to see that they leave the premises immediately their business is finished.
 - (iii) To be aware and remain alert at all times.
 - (iv) To control the movements of incoming and outgoing vehicles to avoid accidents.
 - (v) To watch the garden and plants in station grounds.
- (m) In addition to the above, a fireman shall perform any legal duty, in the interest of the Fire Service, when ordered by appropriate authority.

Duties of watch room operator

- (a) To be available at the station to which he is posted, while on duty.
- (b) To obey implicitly orders of his superiors and exact the strictest obedience and civility from those serving under him.
- (c) While taking over charges, which should be at least 10 minutes before the schedule for change over, he shall be responsible to acquaint himself with all matters current and pending of operational and administrative importance. He shall also be responsible to check the station clock

and the telephone connections with other stations.

- (d) It shall be his duty to maintain the station occurrence book up-to-date at all times in the prescribed form as may be laid down.
- (e) He shall be prompt in receipt and transmission of calls to fires, other emergencies etc., reporting the same to the officers and men by the alarm system installed at the station and to the area control room as well as to other fire stations or essential services, as the case may be. In such cases, he shall keep record of movement of vehicles, officers and men regarding messages thereof, etc in the occurrence book.
- (f) He shall remain alert throughout watch period and shall not leave the place of duty for any purpose whatsoever on any account, however brief the absence may be, without first obtaining a suitable relief. He shall, in such cases, make an entry in the occurrence book of his being relieved for that period.
- (g) He shall not allow any unauthorised person to enter the watch room.
- (h) He shall be in proper uniform.
- (i) He shall be responsible for the maintenance of record of movements of staff, appliances, and equipments and be responsible for maintaining a disposition board of appliances and men.
- (j) He shall execute such other duties as may be entrusted to him from time to time by his superiors for the efficient administration of the station such as maintenance of records and registers.

General Duty

Operational staff, viz. Officers, Leading Fireman, Drivers/Operators, watch room operators, firemen, etc. shall form a part of the operational staff who, for the purposes of fitness, alertness and suppleness of action shall undergo squads physical and fire drills, etc.

- References :**
- 1. Page 9 of the minutes of the fifth meeting of SFAC
 - 2. Page 3 of the minutes of the ninth meeting of S.F.A.C

APPENDIX "11-F"

BENEFITS RECOMMENDED TO EMPLOYEES OF THE SERVICES ON OPERATIONAL SIDE

(See para 18 under 11 - PERSONNEL)

COMPENSATION TO FIRE SERVICE PERSONNEL IN CASE OF INJURY/DISABILITY/ DEATH

Completed years of	Invalidation (Ordinary)	Invalidation (Injured while on duty)	Death (Ordinary)	Death (on Duty)	Voluntary retirement	Registration	Remarks
1	2	3	4	5	6	7	8
(First Group)	(1) Only gratuity per annexeure (2) Not entitled for Pension (3) Not entitled for death-cum retirement gratuity period of qualifying service being less than 5 years.	(1) The proportion of wound or injury pension will be as under :- (i) If the wound or injury involves the loss of an eye or limb, or the use incapacity equivalent in its effects to the loss of a limb, the pension shall be up to one-third of his pay, subject to a minimum of RS.200 per mensem. A separate pension on this scale may be granted for each eye of limb of which he has lost the use. (ii) If the wound or injury be not of the nature described in clause (i) above, the pension shall be upto one fifth of his pay, subject to a minimum of Rs. 50.	(1) Gratuity The amount of gratuity will be subject to minimum of 12 times the pay of the servant at the time of his death. (2) No Pension	(1) Family pension or gratuity to the family may be granted whether the individual is permanent or otherwise who is killed or who dies of injuries received or disease contracted in the due performance of his official duties. Mode of pension will be as per statement attached.	(1) No Gratuity (2) No Pension	(1) No Gratuity (2) No Pension	Instruction Before a pension is granted to an individual under this rule it should be carefully considered whether he cannot be provided for in another post the condition of which are deemed to be equal to those of his own and if it is found impossible to do so the reasons therefore should be recorded in writing. A wound or injury pension shall be granted not necessarily for the life-time of the pensioner but for such period as the competent authority may direct. If granted temporarily in the first instance, it may subsequent be extended for such further period, as may be considered necessary.

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1	2	3	4	5	6	7	8
		(iii) If the injury is caused to the health the pension shall be subject to a maximum of Rs. 25/- per mensem.					
		(iv) If it be a gratuity, its amount shall be the equivalent of the pension admissible under clause (i), (ii) or (iii) above as may be appropriate in the case, but shall in no case exceed 24 times.					
(Second Group) 5 to 9 yrs 11 months 29 days	(1) As above and in addition death com- retirement gratuity will be 9/20 of the pay of the servant for each completed year of qualify service. (2) No Pension	Same as in 1st Group	Same as in 1st Group	Same as in 1st Group	Same as in 1st Group	Same as in 1st Group	Same as in 1st Group
(Third Group) 10 to 14 yrs. 11 months 29 days	(1) As above and in addition death com- retirement gratuity will be 9/20 of the pay of the servant for each completed year of qualify service. (2) No Pension (3) Death-cum- retirement gratuity at rates stated as under	Same as admissible for group	Same as admissible for group 2	Same as admissible for group 2	Same as admissible for group 2	Same as admissible for group 2	Same as admissible for group 2

Appendix "11- F" ...contd...

1	2	3	4	5	6	7	8
	Gratuity shall be at the rate of 9/20 of pay for each completed year of qualifying service for 1st 10 years, @ 9/10th of the pay for the next 10 years and at the rate of 9/20 of pay thereafter.						
(Fourth Group) 15 to 19 yrs 11 months 29 days	Same as above and in the event of death of individual servant the pension will be payable for the unexpired portion of 5 years from the date of retirement.	Same as above and in the event of death of individual servant the pension will be payable for the unexpired portion of 5 years from the date of retirement.	In the event of death while in service the pension will be payable for 5 years from the date following the date on which the individual servant dies.	Same as above	Same as above	Same as above	
(Fifth Group) 20 to 25 super-annuation	Same as admissible Group 4	Same as admissible for group 4	Same as admissible for Group 4	Same as admissible for Group 4	(1) No ordinary gratuity After 20 years Pension as service he is per Annexure entitled to (2) Gratuity retire shall be at the voluntarily rate of 9/20 of pay for each completed year of qualifying service for 1st 10 years of qualifying at the rate of 9/10 of pay for the next 10 years and @ 9/20 of pay thereafter		

ANNEXURE II

Completed years of qualifying service	Scale of gratuity or pension	Maximum pension in rupees per annum
(a) Gratuity		
1.	1 month's pay	
2.	2 month's pay	
3.	3 month's pay	
4.	4 month's pay	
5.	4 ³ / ₄ month's pay	
6.	5 ¹ / ₂ month's pay	
7.	6 ¹ / ₄ month's pay	
8.	7 month's pay	
9.	7 ³ / ₄ month's pay	
(b) Pension		
10.	10/80 ths of pensionable pay	
11.	12/80 ths of pensionable pay	
12.	14/80 ths of pensionable pay	
13.	16/80 ths of pensionable pay	
14.	18/80 ths of pensionable pay	
15.	20/80 ths of pensionable pay	
16.	22/80 ths of pensionable pay	
17.	24/80 ths of pensionable pay	
18.	26/80 ths of pensionable pay	
19.	28/80 ths of pensionable pay	
20.	30/80 ths of pensionable pay	

Amount of Family pension to be granted in case of Fire Services employees who is killed or in consequence of injuries sustained in the execution of his duties

Designation	Pension per mensem	
	For the Widow	For the child
Chief Officer	25% of pay	7% of pay
Deputy Chief Officer	-do-	7% of pay
2nd Officer	-do-	7% of pay
Station Officer	-do-	7% of pay
Mechanic	-do-	7% of pay
Sub officer	-do-	7.5% of pay
Motor Driver	-do-	9% of pay
Fitter	-do-	9% of pay
Tindal	-do-	10% of pay
Fireman. Fireman Attendant	-do-	11% of pay

- (i) The pension to the widow will be for life provided that, if the widow marries again, the pension payable to her shall cease.
- (ii) The pension to the child will be payable until the child attains the age of 21 years, or if the child is a female, until she is married, whichever is earlier.

APPENDIX "11-G"

PROCEEDINGS OF SUB-COMMITTEE ON MEDICAL STANDARDS FOR FIREMEN PHYSICAL ASSESSMENT TESTS

The following constituted the Sub-Committee to recommend Physical Assessment Test for the Fire Service Personnel employed in the various States of the Indian Union.

- (a) Brig. J.J.D Logo. AVSM (Med). Ministry of Health.....Convener.
- (b) Shri Chandrasekhar. Addl. IGP Karnataka and Director Fire Services.
- (c) Shri R.R. Dhobley. Chief Fire Officer. Bhaba Atomic Research Centre.
- (d) Shri S.A Hameed. Chief Fire Officer. Jammu & Kashmir.
- (e) Shri Ram Karan Yadav. Chief Fire Officer. Andaman & Nicobar Islands.

Preamble

2. Personnel of the Fire Services including officer should have a high degree of physical efficiency and fitness in view of their arduous duties under adverse conditions. For this purpose, fire service personnel may be classified into operational and non-operational categories.
 3. The non-operational categories are those whose duties are supervisory and organisational, and as such are not required to have the same physical efficiency standards as the operational category. Directors. Chief Fire Officer. Deputy Chief Fire Officers and Divisional Fire Officers would be classed into this category.
 4. The operational categories would be those who are actively involved in fire-fighting duties and would comprise of Station Officers/Supervisors/Foremen. Sub Officers, Leading Firemen, Firemen/ fire Operators and such-like equivalent categories.
 5. Certain other categories of staff in the fire service like Drives. Mechanics and similar personnel. Who are normally employed on duties like control room-operators drives of fire tenders, workshops and such like duties are like control room-operators, drivers of fire tenders, workshops and such like duties are not fundamentally involved in actual fire fighting duties like climbing to high-rise buildings rescue operations and such-like highly strenuous duties and therefore may not require stringent physical efficiency standards. They however do constitute an active component of the fire-fighting team and will have to take a hand in fire fighting operations.
 6. All fire services personnel must be physically active. Senior officers even though normally non-operational must be in a position to set a good example to their firemen. To this extent, they should all be subjected to an annual medical examination, to check for organic disease and physical disabilities. To ensure that they remain physically fit. They should be subjected to the age-height-weight norms accepted as standards. As per Appendix A attached.
 7. It is assumed that during recruitment to the fire services only those who do not have any organic disease congenital defects and physical disabilities are accepted into the service. Their height standards should be at least 5' 3" to 5' 8", depending upon the area of recruitment. Their chest measurements should be 32"-35 with a minimum expansion of 2 ½" -3". Their eye-sight should be normally 6/6 and they should be tested for colour blindness. A standard of 6/9 with glasses may be accepted for older hands who are already in service. They may however, have to be relegated to maintenance tasks as opposed to actual fire-fighting and rescue operations, because spectacles are an impediment to active operations.
 8. A study on physical efficiency of firemen carried out by DIPAS of Defence Services, has been taken into consideration while laying down physical assessment tests. A copy of the same is attached for information as Appendix B. As a result, age would be an important factor for firemen.
- It is considered that 45 years should be the upper age limit for firemen who are involved in actual fire fighting and rescue operations.

Physical Assessment Tests

9. Certain data has been evolved as a result of live studies by the Defence Institute of Fire Research and are summarised as under :-
- (a) The fire fighting staff may not be fit for strenuous duties after 50 years of age.
 - (b) When the crew are composed of all aged personnel i.e. above 47 years, their efficiency for firefighting operations, is at least 25 per cent below that of the crew composed of a lower age-group.
 - (c) The crew upto the age-group of 40 years, are able to perform fire-drills efficiently. In fact, crew composed of age-group 25-26 years took slightly more time than the crew of higher average of 2 years of service to their credit and therefore, lesser experience and practice than the older group.
 - (d) After 40 years of age, clinical abnormalities occur. This was recorded as 3 per cent of the age group upto 50 years and rose to 13 per cent between 51-55 years and 33 per cent beyond 55 years. In other words, 1/3rd of the fire-fighting staff beyond 55 years, suffer from some form of clinical abnormality.
10. The Fire Service would therefore, have to evolve a system for early retirement and alternative employment, as a result of deterioration in the physical standards for firemen, applicable primarily, for classes of Station Officers and below. It would be the responsibility of the Director of Fire Service to ensure that only those who are physically fit are employed in fire fighting and rescue operations and maintain their firemen in a fit condition by devising suitable physical activities and training, during their service career.

Recommendations

11. Taking the above into consideration, the under mentioned physical assessment tests are recommended to be held every six months to ensure that fire-fighting personnel remain fit for their duties.
- (a) He should be able to perform the tests enumerated in Appendix 'C'. These have been extracted, from the tests prescribed for the Hong Kong fire Services, suitably modified for Indian conditions.
 - (b) He should be able to run 100 meters in 30 seconds.
 - (c) He should be able to lay 4 lengths of hose each of 50 ft., from the appliance, with 3 minutes.
 - (d) He should be able to climb on Extension ladder of 35 ft., from the appliance, within 2 minutes.
 - (e) He should be able to carry a man of approximately his own weight by the fireman's lift method over 25 meters within 3 minutes.
 - (f) He should be able to do 'push-ups' 20 times continuously.
 - (g) He should be able to run one mile within 10-12 minutes.

Sd/-

(Brig. J.J.D. LOBO, AVSM)

Director of Civil Defence (Medical)

8th December, 1976

Convener

Members

- 1. _____
- 2. _____
- 3. _____

APPENDIX "A"

Age-Height-Weight Chart

Average Weights of Men with clothes

(Deduct 3 kg. for shoes and 4 kg. for clothing to determine nude weight)

Age	Height																	
	'152'	'155'	'157'	'160'	'163'	'165'	'168'	'170'	173'	'175'	'178'	'180'	'183'	'185'	'188'	'191'	'193'	'196'
20	53	54	55	57	58	60	62	64	66	67	69	71	73	75	78	80	82	84
21	54	54	56	57	59	61	63	64	66	68	69	71	73	76	78	80	83	85
22	54	55	56	58	59	61	63	64	66	68	70	72	74	76	78	81	83	85
23	54	55	57	58	60	62	64	65	67	68	70	72	74	71	79	82	84	86
24	55	56	57	59	60	62	64	65	67	69	71	73	75	78	80	83	85	81
25	55	56	57	59	60	63	64	66	68	69	71	73	76	78	81	83	86	88
26	56	51	58	59	61	63	64	66	68	70	72	74	76	79	82	84	87	89
27	56	57	58	59	61	63	64	66	68	70	72	74	77	79	82	85	87	89
28	57	58	59	60	61	63	65	67	68	70	72	74	77	80	83	85	88	90
29	57	58	59	60	62	63	65	67	69	70	73	75	78	80	73	86	88	90
30	57	58	59	60	62	64	66	67	69	70	73	75	78	81	74	86	89	91
31	58	59	59	61	62	64	66	68	69	71	73	76	78	81	84	87	89	92
32	58	59	59	61	62	64	66	68	70	72	74	76	79	82	84	87	89	92
33	58	59	59	61	62	63	66	68	70	72	74	77	79	82	85	88	90	93
34	58	59	60	61	63	64	66	68	70	73	75	77	80	83	85	88	91	93
35	58	59	60	61	63	64	66	68	70	73	75	77	80	83	86	88	91	94
36	58	59	60	62	63	65	67	68	71	73	73	78	80	83	86	89	92	94
37	59	59	60	62	64	65	67	69	71	73	76	78	81	83	87	89	92	95
38	59	69	61	62	64	65	67	69	71	73	76	78	81	84	87	90	93	95
39	59	60	61	62	64	65	67	69	71	73	76	78	81	84	87	90	93	96
40	59	60	61	63	64	66	68	69	72	74	76	79	82	84	88	91	93	96
41	59	60	61	63	64	66	68	69	72	74	76	79	82	84	88	91	94	95
42	60	61	62	63	64	66	68	70	72	74	76	79	82	85	88	91	94	95
43	60	61	62	63	64	66	68	70	72	74	76	79	82	85	88	91	94	95
44	60	61	62	64	65	67	68	70	72	75	77	80	83	85	88	92	95	98
45	61	61	62	64	65	67	68	70	72	75	77	80	83	85	88	92	95	98
46	61	62	63	64	65	67	68	71	72	75	78	80	83	86	89	92	95	98
47	61	62	63	64	65	67	69	71	72	75	78	80	83	86	89	93	96	98
48	61	62	63	64	65	67	69	71	73	75	78	80	83	86	89	93	96	98
49	61	62	63	64	65	61	69	71	73	75	78	80	83	86	89	93	96	98
50	61	62	63	64	65	67	69	71	73	75	78	80	83	86	89	93	96	98
51	61	62	63	64	65	68	69	71	73	75	78	80	83	86	89	93	96	98
52	61	62	63	64	66	68	69	71	73	76	78	81	83	87	90	93	96	99
53	61	62	63	64	66	68	69	71	73	76	78	81	83	87	90	93	96	99
54	61	62	63	64	66	68	69	72	73	76	78	81	83	87	90	93	96	99
55&	61	62	63	64	66	68	69	72	74	76	78	81	83	87	90	93	96	99
over								74	76	78	81	83	87	90	93	96	99	

MOTOR EFFICIENCY CLASSIFICATION TESTS

(M.E.C.T.)

1. Balance

- (1) **Driver's stance**—Hold driver's stance for 20 seconds (On toes, arms outstretched, eyes closed)

Note:- (The candidate should stand erect on his toes, hands fully stretched in front, eyes closed for 20 seconds).

Flexibility

- (2) **Floor-touch**- Bend at waist and touch floor, with fingers, keeping knees stiff (Women touch palms).

Note: Self explanatory

- (3) **Trunk Flexion-Forward**-From sitting position with knees held down, bend forward slowly, until forehead is 8 inches from floor.

Note:- (Sit with legs stretched together forward, knees held down hands to the side, bend forward try to touch knees with the head. The Head should be at least 8" from the ground).

- (4) **Trunk Extension-Backward**-Lie face downward with back held down and hands behind necks, rise chin 18 inches from floor.

Note : - Self explanatory.

- (5) **Back spring** — Spring up from floor and touch hands to toes while in air. Do 5 times.

Note:- Self explanatory.

- (6) **Man-Lift** — Pick up partner your own weight and place on shoulder in 10 seconds.

Note : - Self explanatory.

- (7) **Standing broad-Jump** — Do standing broad-jump the distance of your height plus 1 foot.

Note:- Self explanatory.

- (8) **Floor push-ups** — Do 15 full-length push-ups from floor (Women do 30 from knees).

Note:- Self explanatory.

- (9) **V-Sit** — Sit in V position with legs and back off floor. Hold for 60 seconds.

Note: - Lie flat on the ground face upwards hands to the side of the body, lift the legs together from the abdomen, at 45° angle, lift the head from the abdomen, to as nearly 45° angle, as possible. Hold the position for 60 seconds.

- (10) **Breath Holding** — Run Place (Skip) for 2 minutes, at 180 skips per minute. Then hold breath for 30 seconds.

Note - Self explanatory.

DETAILS OF PHYSICAL FITNESS TEST AND ASSESSMENT AS IN FORCE

IN HONG KING FIRE SERVICE

1. Motor Efficiency Classification Test (M.E.C.T.)

This is designed to test the following Motor Functional aspects of each individual, Balance, flexibility, Ability, Strength, Power and Endurance.

The subject will be allowed to practice each item priority-wise to test except the Endurance items.

Note:- Since the diagrammatic representation of the exercise could not be depicted in this paper, explanatory note has been added under each item.

S. No.	No. of Attempts Permitted	Pass/Fail	Item
1	2	3	4
1	1		1. Diver's Stance - Hold diver's stances for 20 seconds. (on toes, arms outstretched, eyes closed). Note: (The candidate should stand erect on his toes, arms fully stretched in front, eyes closed for 20 seconds).
2.	1		2. Squat Stand - Squat and balance on hands for 10 seconds, toes off ground, knees outside elbows. Note: Squat-Stand-Squat once, stand erect on toes legs apart bend forward and touch the ground, remain in this position for 10 seconds.
3	2		3. Dizziness Recovery - With one finger on floor, take 10 seconds around finger, then walk a ten foot line in 5 seconds.
4	1		4. Flexibility - Floor-Touch-Bend at waist and touch floor, keeping knees stiff (Women touch palms). Note: Self-explanatory.
5	2		5. Trunk Flexion - Forward- From sitting position with knees held down, bend forward slowly until forehead is 8 inches from floor. Note: Sit with legs stretched together forward knees held down hands to the side bend forward, try to touch knees with the head. The head should be at least 8" from the ground.
6	2		6. Trunk-Extension Backward-Lie face downward, with back held down and hands behind neck, raise chin 18 inches from floor.
7	1		7. Ability - Kneeling Jump Kneel so that insteps are flat on floor, spring to feet and balance 3 seconds. Note: Self-explanatory.
8	2		8. Back Spring - Up from floor and touch hands to toes while in air, do 5 times. Note: Self-explanatory.
9	2		9. Agility 6- Count Exercise-Squat; extend legs backward (hands to floor extend legs forward; turn over, return to squat stand-6 times in 10 seconds). Note: Squad on floor with legs together stretched forward hands resting sides, extend the legs backwards while supporting the body with 2 hands. Return back to squatting position with legs forward. Do this six times in 20 seconds.
10	1		10. Strength - Man Lift-Pick up partner your own weight and place on shoulder in 10 seconds. Note: Self-explanatory.
11	1		11. Stick-Body - With heels on floor, head on partner's knees and hands on hips, hold body rigid for 30 seconds. Note: This exercise to be carried out in pairs. Partner sitting on his toes with his knees forward. The candidate should lie

- flat and rest his head on the knees without support from the hands stretch his body rigid drawing support only from the head and the toes. Do this for 30 seconds.
- | | | | |
|-----|---|-----|--|
| 12. | 2 | 12. | Extended-Pressure- Up-Lie face downward. With arms extended- and without using elbows press up until body balances on hands and toes.
Note: Self-explanatory. |
| 13. | 1 | 13. | Power-Standard broad-Jump- Do standing broad jump, the distance of your height plus 1 foot.
Note: Self-explanatory. |
| 14. | 1 | 14. | Endurance-Floor-Push-Ups- D015 full-length push-ups from floor. (Women do 30 from knees).
Note: Self-explanatory. |
| 15. | 2 | 15. | Straddle Chinning- Lie on floor, straddled by standing partner. Grab his hand pull yourself up until your chest his legs. 20 times (Women do 10).
Note: Self-explanatory. |
| 16. | 2 | 16. | V-Sit- sit in V-position with legs and back off floor. Hold for 60 seconds.
Note: Lie flat on the ground face upwards hands to the side of the body, lift the legs together from the abdomen at 45° angle lift the head from the abdomen as near 45° as possible. Keep the position for 60 seconds. |
| 17. | 1 | 17. | Breath Holding- Run in place for 2 minutes at 180 steps per minute. Then hold breath for 30 seconds.
Note: Self-explanatory. |
| 18. | 2 | 18. | In succession- Do 200 two-footed hops, 200 straddle jumps (jumps from I to Y position), 200 alternate stride hops. 50 hops on each foot & as many squat jumps as possible.
Note: Self-explanatory. |

APPENDIX "13-A"

RECOMMENDED RANKS FOR FIRE SERVICES

(See para 2 under 13- Ranks Uniforms and Rank Markings)

1. The following ranks shall be adopted for Fire Service in the Country: -
 - (a) Fire Force Commander.
 - (b) Deputy Fire Force Commander or Chief Divisional Fire Officer.
 - (c) Divisional Fire Officer.
 - (d) Assistant Divisional Fire Officer.
 - (e) Station Officer.
 - (f) Sub-officer.
 - (g) Leading Fireman.
 - (h) Driver Operator.
 - (i) Fireman (inclusive of selection grade)
2. As regards the ranks to Deputy Fire Force Commander and Chief Divisional Fire Officer it was felt that these two should be considered of equal ranks with the distinction that Deputy Fire Force Commander will assist the State Fire Force Commander at his headquarters while the Chief Divisional Fire Officer would be an officer Stationed in the mofussil exercising control over Divisional Officers.
3. Although the Committee recommended the above rank for the Fire Services, they felt that it might not be necessary for several small fire services to have officers of some of the intermediary ranks in which case the discretion for filling up these ranks should be left to the authorities concerned.
4. **Fire Force Commander-** Large impeller 1" dia. In a semicircular wreath surmounted by two small impellers each 3/4" dia placed in line with the large impeller made out of white metal worn on both shoulder straps.
5. **Deputy Fire Force Commander or Chief Divisional Fire Officer-** Large impeller 1" in dia in a semicircular wreath surmounted by one small impellers 3/4" in dia placed above made of white metal worn on both shoulder straps.
6. **Divisional Officer-** Large impeller 1" in dia in a semicircular wreath made out of white metal worn on both shoulder straps.
7. **Assistant Divisional Fire Officer-** Three small impellers 3/4" in dia made out of white metal placed one above the other worn on both shoulder straps.
8. **Station Officer-** Two small impellers 3/4" in dia placed one above the other, made out of white metal worn on both shoulder straps.
9. **Sub-officer-** One small impeller 3/4" in dia made out of white metal worn on both shoulder straps.
10. **Leading Fireman-** One bar 1/2" wide and 1 1/2" long with a semi-circular cross-section with flat bottom surface and round surface on the top made out of white metal to be worn 1/2" from the bottom end of both shoulder straps.
11. **Drivers Operator -** 2" dia three spoked steering wheel embroidered in white on blue back-ground worn on the right sleeve halfway between the shoulder and the elbow.

APPENDIX 13 - B"

REVISED RECOMMENDATIONS FOR RANKS FOR FIRE SERVICES ACCORDING TO SIZE OF COMMAND

(See Para 3 under 13-Ranks Uniforms and Rank Markings)

The Committee recommended that ranks be laid down according to the Command and Responsibilities involved as detailed below :-

S. No	Rank	Responsibility of Command
1	Sub-Officer	To be incharge of a one pump fire station or to be second-in- command to a Station officer.
2	Station Officer	To be incharge of 2 to 3 pumping units and/or atleast one fire station or equivalent staff/duties.
3	Assistant Divisional Officer	To be incharge of two to three fire stations or four to six pumping units or second-in-command to Divisional Officer or equivalent staff duties.
4	Divisional Officer	To be incharge to two to eight fire stations depending upon the size of the station or equivalent staff duties.
5	Regional Officer	To be in command of atleast two divisions or second-in-command to a Fire Force Commander or equivalent staff duties.
6	Fire Force Commander	To be overall command of the Service when there are two or more regions.

The Committee further recommended that the designations of Fire Officers should be based on the post held by them and not connected with the ranks as stated above. The designations suggested for Government Fire Services and Fire Services under Municipal Corporations are detailed below :-

Government Fire Service		Fire Service under Municipal Corpn	
1.	Director, Fire Services.	1.	Chief Fire Officer
2.	Dy. Director, Fire Services	2.	Deputy Chief Fire Officer.
3.	Assistant Director of Fire Services	3.	Assistant Chief Fire Officer
4.	District Fire Officer	4.	District Fire Officer.
5.	O/C Fire Station	5.	O/C Fire Station
6.	Deputy O/C Fire Station	6.	Deputy O/C Fire Station

APPENDIX "13-C"

REVISED RECOMMENDATIONS FOR RANK MARKINGS

(See para 4 under 13 - Ranks Uniforms and Rank Markings)

S. No.	Rank	Badges of ranks
1.	Sub-Officer	One Small impeller $\frac{3}{4}$ " in dia.
2.	Station Officer	Two small impellers $\frac{3}{4}$ " in dia.
3.	Asst. Divisional Officer	Three small impellers $\frac{3}{4}$ " in dia.
4.	Divisional Officer	Large impeller 1" in dia in a semi-circular wreath, surmounted by one small impeller $\frac{3}{4}$ "
5.	Regional Officer	Large impeller 1" in dia in a semi-circular wreath, surmounted by two small impeller $\frac{3}{4}$ " in dia.
6.	Fire Force Commander	Large impeller 1" in dia in a semi-circular wreath, surmounted by two small impellers, each $\frac{3}{4}$ " in dia.

Note:- The badges of ranks recommended for the Regional Fire Officer would be the same as were recommended at the second meeting for the Deputy Fire Force Commander and Chief Divisional Officer, those two terms now being replaced by a single rank of Regional Fire Officer

APPENDIX "13-D"

RECOMMENDED RANK MARKINGS FOR FIRE HELMETS

(See para 8 under 13 - Ranks Uniforms and Rank Markings)

(i)	Helmets to be used up to the rank of Station Officer should be back and without any marking.		
(ii)	The colour of the helmet of the Assistant Divisional Officer and above should be white with the following marks :-		
	Assistant Divisional Officer	-	No Markings
	Divisional Fire Officer	-	One $\frac{1}{2}$ " red band around the helmet touching the peak.
	Deputy Chief Fire Officer or Deputy Director, state, fire Service or Regional officer	-	Two $\frac{1}{2}$ " red bands around the helmet, one Director, State Fire Service or band touching the peak and the other $\frac{1}{4}$ " Regional Officer above the first band.
	Chief Fire Officer	-	One 1" red band touching the peak with another $\frac{1}{2}$ " band $\frac{3}{4}$ " above the first band.
	Fire Advisor, Central Government	-	1 $\frac{1}{2}$ " red band around the helmet touching the peak and 1" red band across the top of the helmet from back to front.

It was agreed that differentiation in markings, if any, within each category based on the size of the Fire Service actually being commanded (e.g. by Chief Fire Officers) should be examined further by a Special sub-committee to be set up by the Chairman.

APPENDIX" I3-E"

LIST OF UNIFORM CLOTHING WHICH SHOULD BE ISSUED TO FIRE SERVICE PERSONNEL OF VARIOUS RANKS

(See para 11 under 13 - Ranks Uniforms and Rank Marking)

Rank	Common	Summer	Winter	Remarks
Sub-Officer and above Summer	1. Fire Tunic Khaki (Light/Heavy to be decided Local Fire Officer)	1. Bush Shirts khaki cellular full sleeves	1. Tunic khaki serge open collar	Light Khaki Superior Summer cloth. Heavy Khaki serge superior
	2. Trouser Khaki (Light/Heavy to be decided by Local Fire Officer)	2. Tunic, open collar khaki drill superior	2. Heavy woollen coat, khaki	Same as for 1 to No.1
	3. Shirts, Khaki Lus Talin full sleeves		3. Gloves woollen khaki	
	4. Tie, maroon blue			
	5. Peak Cap. Khaki serge superior with cloth peak and appropriate cap badge or Turban Khaki muslim. 7yds for Sikh Officer with appropriate cap badge.			
	6. Socks, woollen			
	7. Shoes, black with Oxford front toe cap			
	8. Pair of black leather Wellington knee Boots.			
	9. Fire Helmet black leather			
	10. Lanyard and whistle (lanyard to be maroon plated and whistle to be thunder-bolt chrome plated).			
	11. Belt Khaki webbing with pouch and pocket line of 12ft. white cotton cord.			
	12. Axe fireman with insulated handle.			
	13. Buttons large and small white shining met 1with markings.			
	14. Badges of ranks as applicable as per SEAC recommendation			
	15. Water-proof coat.			
	16. Epauletttes white metal for Fire Tunics			
	17. Shoulder titles white metal			

Rank	Common	Summer	Winter	Remarks
All other and above	1. Fire Tunic Khaki (Light/Heavy to be decided Local Fire Officer)	1. Shirts, Khaki Cellular full sleeves	1. Tubic Khaki woollen closed collar double breasted broad cloth	Light Khaki drill superior Heavy Khaki woollen broad cloth
	2. Trouser Khaki (Light/Heavy to be decided by Local Fire Officer)		2. Jersey woollen Khaki full sleeve with leather elbow protector, two small side pockets & slots for shoulder straps	
	3. Beret Khaki woollen with badge or Turban khaki muslim 7 yds. for Sikhs with badge		3. Gloves, woollen khaki	
	4. Socks, woollen		4. Heavy woollen coat khaki	
	5. Boots ankle leather black (shoes for Driver Operators)	woollen	5. Blanket	
	6. Gum boots			
	7. Fire Helmet black leather			
	8. Lanyard marron with whistle thunder bolt for 1/Fireman only.			
	9. Belt Khaki webbing with pouch and belt line of 12 ft. white cotton cord.			
	10. Axe Fireman with insulated handle			
	11. Buttons large & small with shining white metals with markings			
	12. Badges of ranks as applicable as per SFAC recommendation			
	13. Kit bag/box			
	14. Overalls Khaki drill			
	15. Vests cotton white			
	16. Shorts Khaki drill			
	17. Shoes Canvas white			
	18. Shoulder titles metal			
	19. Durries			

APPENDIX" 13-F"

DRESS ORDERS FOR VARIOUS OCCASIONS FOR FIRE SERVICE PERSONNEL

(See para 13 under 13-Ranks Uniforms and Rank Markings)

The order of dress for Fire Service to be worn at different occasions as finally approved by the Committee are as follows :-

I. ORDER OF DRESS FOR SUB OFFICERS & ABOVE

(a) Ceremonial dress

- (i) Peak Cap navy blue serge superior with cloth peak and appropriate cap badge (Turban for Sikhs) or Fire appliance.
- (ii) Shirts khaki Lus Talin Full sleeves.
- (iii) Tie navy blue.
- (iv) Tunic open collar khaki drill superior with cloth belt for summer, or Tunic Khaki serge open collar for winter.
- (v) Trouser Khaki
- (vi) Socks navy blue woolen.
- (vii) Shoes Black with oxford front toe cap.
- (viii) Lanyard and whistle.
- (ix) Badges of rank and shoulder titles, and
- (x) Decorations (if any).

(b) Ceremonial dress

- (i) Fire Helmet.
- (ii) Fire Tunic Khaki with epaulettes according to rank
- (iii) Trousers Khaki.
- (iv) Pair of black leather knee boots.
- (v) Lanyard and whistle.
- (vi) Web belt khaki with pouch, pocket line and axe.

(c) Non-operational working dress

- (i) Peak cap navy blue serge superior (Turban for Sikhs)
- (ii) Bush Shirt khaki cellular full sleeves for summer or Tunic Khaki serge open collar for winter.
- (iii) Trouser khaki
- (iv) Socks navy blue.
- (v) Shoes black.
- (vi) Lanyard and whistle.
- (vii) Badges of rank and shoulder titles.

II. ORDER OF DRESS FOR RANKS BELOW SUB OFFICER

(a) Ceremonial dress

- (i) Beret navy blue woolen with badge (Turban for Sikhs) or Fire Helmet while riding fire appliances.
- (ii) Shirts Khaki cellular for summer and tunic khaki woolen closed collar for winter.
- (iii) Trouser Khaki.
- (iv) Socks navy blue.
- (v) Socks navy blue.
- (vi) Boots Ankle leather black (Shoes for Driver Operators).
- (vii) Lanyard and whistle (for Leading Firemen only).
- (viii) Badges of rank and shoulder titles.
- (ix) Decorations (if any).

(b) Operational dress

(For turn out and fire drills).

- (i) Fire Helmet.
- (ii) Fire Tunic Khaki.
- (iii) Trouser Khaki.
- (iv) Socks navy blue.
- (v) Gum Boots.
- (vi) Web belt, pouch, pocket line and axe.
- (vii) Lanyard and whistle (For Leading Firemen Only)

(c) Non Operational working dress

(For Squad drills and station duties).

- (i) Beret navy blue (Turban for Sikhs).
- (ii) Shirt Khaki cellular for summer and shirt with jersey woolen for winter.
- (iii) Trouser Khaki.
- (iv) Web belt, pouch, pocket line and axe.
- (v) Socks, navy blue.
- (vi) Boots Ankle leather black.
- (vii) Lanyard and whistle (For Leading Firemen Only)
- (viii) Badges of rank and shoulder titles.

(d) Dress for Physical working Training

- (i) Vests cotton white.
- (ii) Shorts Khaki drill.
- (iii) Socks.
- (iv) Canvas shoes white.

APPENDIX "13-G"

DRAFT FIRE SERVICE UNIFORM RULES Fire Service Uniform Rules 19

(See para 13 under 13 - Ranks, Uniforms and Rank Markings)

In exercise of the powers conferred by Section _____ of State Fire Force Act _____ or Local Authority Act, the Governor of _____ or the chief of the _____ Local Authority, hereby makes the following rules for the supply of Uniform to members of the fire Service.

1. **Short Title**

These rules may be called the _____ State (or Municipal) Fire Service (uniform) Rules 19 _____.

2. **Definitions**

In these rules, unless the context otherwise requires-

- (a) 'Government' in relation to a member of the Service means the "Government" of the State, where the member is appointed.
- (b) 'Service' means the respective Fire Force maintained by the Fire Authority.
- (c) 'Fire Authority' means the Government of State, where the Fire Service is under the administration of the Government; or the Municipal Corporation, where the Service is under the administrative control of Municipality or the Corporation.

3. **Specification of Uniform**

The uniform to be worn by a member of the Service shall be as specified in the schedules to these rules (hereinafter referred to as "the uniform");

Provided that a person who was a member of the Service immediately before the commencement of these rules shall not be required to provide himself with any articles of the uniform, until the corresponding articles of his uniform equipment in use at such commencement is worn out or until he receives his next grant for the upkeep of the uniform, whichever is earlier.

4. **Supply of Uniform**

Every member of the Service shall on appointment thereto, be entitled to receive from the Fire Authority a free supply of uniform, as per schedule to these rules, followed by further issues of such of the articles which require replacement annually or otherwise as decided by the Fire Authority on local conditions.

The Fire Authority may in lieu of free supply of uniform articles, reimburse equivalent cost of such supply to ranks above Station Officers.

5. **Permitted Occasions of Wear**

The issue of Fire Services Uniform and foot-wear to members of Fire Services shall be made on the understanding that all articles of uniform are to be worn only while on duty or when going to or returning from duty. Supervisory officers shall bring these orders to the notice of all members of the Fire Services and shall take such action as they deem necessary to ensure that the orders are complied with.

6. **Cleaning and Repairs of Uniforms**

Members of the Fire Service are responsible for the cleaning and proper up-keep of their individual uniforms. The State Government or Local Authority shall make provision for expenditure on alterations, repairs and for cleaning materials.

7. **Responsibility for Loss or Damage**

If any loss or damage occurs, which is proved to be due to the negligence on the part of the wearer, appropriate action shall be, taken to recover the proportionate cost, taking into account the depreciated value of the article, due to fair wear and tear.

If the Fire Authority is satisfied that all appropriate care and precautions have been taken and decide that the loss was due to circumstances beyond individual control, the cost of uniform shall be written off and another set of uniform or items lost, shall be supplied free of charge to the member concerned.

8. **Withdrawal of uniform from Members of the Fire Service:**

Any member leaving the service on resignation or discharge on disciplinary grounds is required to return his last supply of uniform clothing to the Fire Authority.

9. **Deposit of Uniform before Proceeding on Long Leave:**

All members of the Fire Service below the rank of Sub Officer shall deposit all articles of uniform of the respective fire Authority before proceeding on long leave 30 days or over and the same will have to be shown against the respective clothing card.

10. **Personal Equipment Care**

Every member of the service, shall on appointment be issued with a card showing the items of personal equipment together with their quantity and the date of issue. A form of the card is given in Schedule VIII.

Any article of uniform condemned or written off or re-issued shall be entered in the card under the dated initials of the issuing authority. The card will have to be deposited with the uniform at the time of the return of the uniform as stated under clauses 8 and 9 above.

This card will facilitate quick checking of the articles at the time of monthly inspections and will serve the purpose of a duplicate card.

11. **Interpretation**

If any question arises relating to the interpretation of these rules, it may be referred to the government (or Local Authority) for advise.

12. **Repeal and Saving**

Any rules corresponding to these rules in force, immediately before the commencement of these rules are hereby repealed:

Provided that any order made or action taken under the rules so repealed shall be deemed to have made or taken under the corresponding provision of these rules.

SCHEDULE - I

List of Uniform Clothing (For-Sub-Officers & above)

Rank	Common	Summer	Winter	Remarks
Sub-Officer and above	1. Fire Tunic Khaki (Light/Heavy to be decided by Local Fire Officer)	1. Bush Shirts Khaki cellular full sleeves	1. Tunic Khaki serge open collar	Light Khaki Superior Summer cloth, Heavy Khaki serge superior
	2. Trouser Khaki (Light/Heavy to be decided by Local Fire Officer)	2. Tunic, open collar khaki drill superior	2. Heavy woollen coat, khaki	Same as for 1 to No.1
	3. Shirts, Khaki Lus Talin full sleeves	3.	Gloves, woollen khaki	
	4. Tie, maroon blue.			
	5. Peak Cap, Khaki serge superior with cloth peak and appropriate cap badge or Turban Khaki muslim, 7 yds for Sikh Officers with appropriate cap badge.			
	6. Socks, woollen			
	7. Shoes, black with Oxford front toe cap.			
	8. Pair of black leather Wellington knee Boots.			
	9. Fire Helmet black leather.			
	10. Lanyard and whistle (lanyard to be maroon plated and whistle to be thunder-bolt chrome plated).			
	11. Belt Khaki webbing with pouch and pocket line of 12 ft. white cotton cord.			
	12. Axe fireman with insulated handle.			
	13. Buttons large and small white shining met 1 with markings.			
	14. Badges of ranks as applicable as per SEAC recommendation.			
	15. Water-proof coat.			
	16. Epaulettes white metal for Fire Tunics.			
	17. Shoulder titles white metal.			

SCHEDULE - II

List of Uniform Clothing (For other ranks below sub-officers)

Rank	Common	Summer	Winter	Remarks
All other ranks	1. Fire Tunic Khaki (Light/Heavy to be decided by Local Fire Officer)	1. Shirts, Khaki Cellular full sleeves	1. Tunic Khaki woollen drill closed collar double breasted broad cloth	Light Khaki Superior Heavy Khaki woollen broad cloth
	2. Trouser Khaki (Light/Heavy to be decided by Local Fire Officer)		2. Jersey woollen Khaki full sleeves with leather elbow protector, two small side pockets & slots for shoulder straps	
	3. Beret Khaki woollen with badge or Turban khaki muslim 7 yds. for Sikhs with badge		3. Gloves, woollen khaki	
	4. Socks, woollen		4. Heavy woollen coat khaki	
	5. Boots ankle leather black (shoes for Driver Operators)		5. Blanket woollen	
	6. Gum boots			
	7. Fire Helmet black leather			
	8. Lanyard maroon with whistle thunder bolt for 1/Fireman only.			
	9. Belt Khaki webbing with pouch and belt line of 12 ft. white cotton cord.			
	10. Axe Fireman with insulated handle.			
	11. Buttons large & small with shining white metals with markings			
	12. Badges of ranks as applicable as per SFAC recommendation.			
	13. Kit bag/box			
	14. Overalls Khaki drill			
	15. Vests cotton white			
	16. Shorts Khaki drill			
	17. Shoes Canvas white			
	18. Shoulder titles metal			
	19. Durries			

SCHEDULE - III

Shoulder Markings for various Ranks

1. **Fire Force Commander or Director or Chief Fire Officer** - Large impeller 1 "dia. In a semicircular wreath surmounted by two small impellers each 3/4 " dia. Placed in line with the large impeller made out of white metal worn on both shoulders straps. Woolen Maroon Band on peak cap and Maroon Georgette patches. (Fir Sikh Officers :- Tape maroon round the turban).
2. **Deputy fire Force Commander or / Regional Fire Officer or Deputy Director or Deputy Chief Fire Officer**-Large impeller 1" in dia. In a semi-circular wreath surmounted by one small impeller 3/4" dia. Placed above made of white metal worn on both shoulder straps.
3. **Divisional Officer**- Large impeller 1" in dia. In a semi-circular wreath made out of white metal worn on both shoulder straps.
4. **Assistant Divisional Fire Officer**-Three small impellers 3/4 " in dia made out of white metal placed one above the other worn on both shoulder straps.
5. **Station Officer**-Two small impellers 3/4 " in dia placed one above the other, made out of white metal worn on both shoulder straps.
6. **Sub Officer**-One small impeller 3/4 in dia made out of white metal worn on both shoulder straps.
7. **Leading Fireman**-One bar 1/2" wide and 1 1/2 long with a semi-circular cross-section with flat bottom surface and round surface on the top made out of white metal to be worn 1/2 " from the bottom end of both shoulder straps.
8. **Driver Operator**-2"dia three spoked steering wheel white metal on the right sleeve half way between the shoulder and the elbow.

SCHEDULE - IV

Specifications for Officers Uniform Clothings

(A) COMMON ITEMS

- (1) **Fire Tunic**
- (2) **Trousers** - Waiste band to be 3" broad with two adjustable straps with buckles in front and 3 loops (one at the rear and one each on either side for passing Belt through). Two side pockets along the outer seam (one on each side). Bottom end to measure 18" to 19" in circumference.
- (3) **Shirts** - To be provided with attached collar (for wearing tie) with 4 buttons along the front pleat. Two breast pockets 6" deep and 5 1/2 " wide with a 1 1/2" box pleat in the centre fastened at the top with a small button to the flap which should be provided with a small button hole. Flap to be 2 1/2 " deep and 5 1/2 " wide. Full length sleeves with single cuff 2 1/2" wide and secured with a button.
- (4) **Tie Maroon** - Total length of tie to be 44', The broclet part of the front end to measure 3 1/2. Woollen lining to be provided inside the tie to its entire width from end to end.
- (5) **Peak Cap**-Total depth 4 1/2 . Diameter across the top to be 10" for a cap of 22" circumference.
This diameter to be increased or reduced by 1/8" for every 1/4 " increase or reduction in the circumference of the peak cap; sides to be made in 4 pieces and to be 2 -1/8 between the wealth. Cap other material 1 3/4 " deep and covered by khaki band and round. Chin strap of brown leather 3/8 " wide buttoned on to two Georgettee buttons of the Fire Service pattern placed immediately behind the peak.
- (6) **Socks Woollen**-Of Army type or similar.
- (7) **Jodhpur Boots**-Plain brown polished willow-calf or chrome leather with double uppers and with water-proof thick butt soles and heels leggings rising upto about 3" below the knee-cap having

leather loops for pull.

- (8) **Wellington Knee-boots**-Plain black polished Willow-calf or chrome leather with double uppers and with water-proof thick butt soles and heels with leggings rising upto about 3" below the knee-cap having leather loops for pull.
- (9) **Fire Helmets.**
- (10) **Lanyad**-Maroon. Total length 38" when opened up, of which 20" shall be flat plaited and made upto a loop to go round the shoulder. The remaining 18" to be round plaited with white metal snap hook at the free end to secure the _____
- (11) **Web Belt**-Heavy quality web belt 2½" broad and 46" in length adjustable to any size, with white metal fittings and buckles and pouch for holding axe.
- (12) **Axe Fireman**-As per Indian Standards Specification No. BDC 22(221).
- (13) **Buttons**-To be convex die-struck and embossed with 8 pointed star and State emblem with the words of "The Fire Service" in the ring. Buttons large to be one inch in diameter and small buttons to be 11/16" in diameter.
- (14) **Badges of Rank**-Details given in Schedule (VII).
- (15) **Water-proof coat**-Of Army type or similar.
- (16) **Epaulettes**
- (17) **Shoulder titles**- Total length to be 4 centimeters and height 1.3 centimeters with the letter of the Fire Service 1.3 centimeters high and equally spaced with dots in between.
- (18) **Badges for Peak Cap**-Eight pointed star surmounted by laurel wreaths pointed upwards, the top point of the star being supported by the State Emblem the centre circle of the star should bear the initial of the Fire Service. The badge should have a height of 2 ¾" and width 2½ ". It should be embroidered with silver thread on the back ground of Maroon woolen superior cloth :-
 - (i) Cap badge and with wollen maroon band a maroon georgette patches on collars for the Director Fire Service, or Chief Fire Officer and Fire Force Commander.
 - (ii) Same as above, but without woolen maroon band and maroon georgette patches on collars for all officers from Deputy Fire Force Commander.

(B) SUMMER WEAR

- (1) **Bush Shirt**-With 4 pockets (similar to open collar tunic) full lengths with single cuff sleeves with buttons stiched to the cuff. Button holes to be provided to secure 4 large Fire Service buttons down the front and 6 small Fire Service buttons-four for the pockets and two for shoulder straps. Cloth belt 2" wide of the same material as the bush shirt with white metal two pronged buckle to be provided.
- (2) **Open Cellar Tunic**-Single breasted, cut as lounge coat to the waist, very loose at the chest and shoulder but close fitting at the waist, military type skirt to bottom edge. Length as in ordinary civilian lounge coat, i.e. covering the seat. Collar to be cut as in an ordinary civilian lounge coat. Two cross-patch breast pockets above, 5½ wide and 6" deep to the top of the flap, with a 1 ½ box pleat in the centre fastened at the top with a small Fire Service button; flap with button, 8 ½ deep to the top of the pocket, fastened at the top with a small Fire Service button; flap with button hole to cover pockets 3½ deep and 7" wide, the top of the pocket to be tacked down at the corner in such a manner that the pocket shall be expanded at the top also if necessary. Four large size Fire Service buttons down the front. The buttons should be so fixed that the bottom most button covers the naval and top most button is fixed one-third distance between the naval and position of the tie-knot. Pointed cuffs, 5" high at the point and 2½" behind Shoulder strap to be stitched on either side at the outer and end to be provided with button holes on the inner ends for securing to the tunic with a small Fire service button. Cloth belt 2" wide of the same material as the tunic with white metal two metal two pronged buckle to be provided.

(C) **WINTER WEAR**

- (1) Open Collar Tunic -Same specification as item 2 in summer wear.
- (2) Overcoat- Of Army type of similar.
- (3) Gloves- Of Army type of similar.

SCHEDULE-V

Specifications for Uniform of other Ranks

(A) **COMMON ITEMS**

- (1) **Fire Tunic.**
- (2) **Trousers.-** Same specifications as for items 2 under Common item for officers.
- (3) **Beret.-** Two pieces beret, the crown to be 10" in diameter for a beret of 22" circumference. Diameter of the crown to be increased or reduced by 1/8" for an increase or reduction of 1/4" for an increase or reduction of 1/4" in the circumference of the head. The side piece or the level to be 2 1/2 "wide in front and the rear and 2" wide at the sides, to be provided with two eye lets at the rear. The base of the level (side piece) to be provided with a head band of good quality brown leather through which should pass the ribbon (Chord used for adjusting the size).
- (4) **Socks, Woollen.-** Of Army type or similar,
- (5) **Boots Ankle Jodhpur Type -** Black chrome leather boots with thick leather soles and uppers high enough to cover the ankles with plain front toe with two pairs of eyelet having rings from underneath.
- (6) **Gum Boots. -** Black canvas rubber with water-proof thick soles and heels with leggings rising upto about 3" below the knee-cap.
- (7) **Fire Helmets.-**Same as for item 9 under Common items for office.
- (8) **Lanyard.-** Same as for officers lanyard-item 11.
- (9) **Web Belt.-** Same as for officers Web Belt-item 11.
- (10) **Axe Fireman.-** As per Indian Standards specification No. BDC 22 (221).
- (11) **Buttons.-** Same as for officers' buttons-items 13.
- (12) **Badges of Rank -** As laid down by standing fire Advisory Committee.
- (13) **Kit Bag or Box.-** No specification considered necessary.
- (14) **Overalls -** A combined trouser and shirt in single piece with adjustable belt at the waist. Open in front upto the groin with buttons 4" apart. Two breast pockets 6" X 5" with flaps, attached collar and full sleeves.
- (15) **Vests -** White 'V' or round neck heavy quality with half sleeves.
- (16) **Shorts -** Khaki Drill-Waist band 3" wide and provided with two adjustable straps with bucklein front, one side pocket on either side 'along the same.
- (17) **Shoes Canvas -** Brown Canvas shoes without heels.
- (18) **Shoulder Titles -** Same as for officer-item 17.
- (19) **Durries -** Dark Blue cotton heavy quality durries 6' -6" long, 3'-3" wide and weighing not less than 3 Lbs each.

(B) **SUMMER WEAR**

- (1) **Shirts, Khaki**-Same specification as for Officer shirt, item No.3, except for the following difference:-

Shoulder straps shall be attached to the shirts with a button hole at the inner end to be secured to the shirt with small Fire Service Button. Holes to be provided along the front pleat for three small Fire Service Buttons and on the breast pockets and flaps for one small Fire Service Button on each side. The top of the flap of the breast pocket to be 1" above the level of the middle button on the front pleat.

(C) **WINTER WEAR**

- (1) **Tunic**.- Same specifications as for tunic open collar for officer-item 1 of Winter clothing.
(2) **Jerseys**.- Same specifications as furnished in the list of Uniform Clothing's.
(3) **Gloves Woollen**.- Of Army type or similar.
(4) **Overcoat Heavy Woollen**.- Of Army type or similar.
(5) **Blanket**. - Heavy all - wool blanket black or dark grey colour 7' long, 5'-3" wide and weighing not less than 4½ Lbs each.

SCHEDULE - VI

I. ORDER OF DRESS FOR SUB OFFICERS & ABOVE

(A) Ceremonial Dress

1. Peak Cap with appropriate cap badge (Turban for Sikhs) or Fire Helmets when riding for appliances.
2. Shirts Khaki Full Sleeves.
3. Tie
4. Tunic open collar for summer, or for winter (as the case may be),
5. Trouser Khaki,
6. Socks,
7. Jodhpur Boots Brown,
8. Lanyard and whistle,
9. Badges of rank and shoulder titles, and
10. Decorations (if any).

These shall be worn on all State ceremonies (e.g. public arrivals and departures of the President, Vice President, Prime Minister, or the Governors or presentation of Guards of Honour on such occasions), at ceremonial parades or whenever full dress is ordered.

(B) Operational Dress

(for turn out and fire drills),

- (1) Fire Helmet.
- (2) Fire Tunic Khaki with epaulettes according to rank.
- (3) Trousers Khaki.
- (4) Pair of black leather knee boots.
- (5) Lanyard and whistle.
- (6) Web Belt Khaki with pouch, pocket line and axe.

(C) Non-operational working Dress

- (1) Peak Cap (Turban for Sikhs).
- (2) Bush Shirt full sleeves for summer or tunic open collar for winter.
- (3) Trouser Khaki.
- (4) Socks.
- (5) Jodhpur Boots.
- (6) Lanyard and whistle.
- (7) Badges of rank and shoulder title.

These shall be worn, while doing normal station work and other duties of routine nature.

II. HEAD DRESS

As an alternative to the peak cap, as mentioned under Schedule (I), Officers may wear pagri of khaki silk or muslin. Officers of the rank of Director, Chief Fire Officer or Fire Force Commander will wear maroon band around the peak cap and maroon georgette patches on collar with appropriate badges of rank.

SCHEDULE-VII

I. ORDER OF DRESS FOR RANKS BELOW SUB OFFICER

(A) Ceremonial Dress

1. Beret khaki woollen with badge (Turban for Sikhs) or Fire Helmets while riding fire appliance.
2. Shirt Khaki cellular for summer and tunic khaki woollen closed collar for winter.
3. Trouser, Khaki.
4. Web belt, pouch, pocket line and axe.
5. Socks.
6. Jodhpur Boots Ankle leather black.
7. Lanyard and/whistle (For Leading Firemen only).
8. Badges of rank and shoulder titles.
9. Decorations (if any).

These shall be worn on all State ceremonies (e.g. public arrivals and departures of the President, Vice President or Prime Minister or the Governors or presentation of Guards of Honours on such occasions) at ceremonial parades or whenever full dress is ordered.

(B) Operational Dress

(for turn out and fire drill)

1. Fire Helmet.
2. Fire Tunic Khaki.
3. Trouser Khaki.
4. Socks.
5. Gum boots.
6. Web belt, pouch, pocket line and axe.
7. Lanyard and whistle (for leading firemen only).

(C) Non-operational working dress

(for Sound Drills & Station Duties)

1. Beret Khaki (Turban for Sikhs).
2. Shirt Khaki cellular for summer and shirt with jersey woollen for winter.
3. Trouser Khaki.
4. Web-belt, pouch, pocket line and axe.
5. Socks.
6. Jodhpur Boots Ankle leather black.
7. Lanyard and whistle (for leading firemen only).
8. Badges of rank and shoulder title.

(D) Dress for Physical Training

1. Vests cotton white.
2. Shorts khaki drill.
3. Socks.
4. Canvas shoes brown.

SCHEDULE-VIII

Personal Equipment Care

Name of person _____

Rank _____

Name of Fire Service _____

Address _____

Sl. No.	Item	Quantity	Date of Issue	Remarks	Ref. of Issue Register	Signature of Issuing Authority
1	2	3	4	5	6	7
1.						
2.						
3.						
4.						
5.						
6.						
7.						

Reverse

Sl. No.	Item	Quantity	Date of Return	Ref. to Cloth Register	Reason for return	Signature of receiving Authority
1	2	3	4	5	6	7
1.						
2.						
3.						
4.						
5.						
6.						
7.						

APPENDIX "14-A"

STATUTES FOR AWARDS OF FIRE SERVICE MEDALS

To be published in Part I. Section I of the Gazette of India dated Saturday the 31st May, 1975.

STATUTES AND RULES RELATING TO THE PRESIDENT'S FIRE SERVICES MEDAL AND THE FIRE SERVICES MEDAL

(See para 4. under 14 AWARDS)

Presidents Secretariat

NOTIFICATION

New Delhi, the 19th May, 1975

No. 40-Prs/75 : The President is pleased to institute the following awards to be conferred on the members of Fire Service organized and administered by the Central Ministries or Departments, State Governments, Union Territory Administrations. Municipal and other autonomous bodies and public sector undertakings, in consideration of distinguished or meritorious service or gallantry and outstanding devotion to duty, to be designated "राष्ट्रपति का अग्नि शमन सेवा पदक" President's Fire Services Medal" and "अग्नि शमन सेवा पदक" Fire Services Medal" respectively and to make ordain and establish the following statutes governing them which shall be deemed to have effect from the 19th May, 1975.

"राष्ट्रपति का अग्नि शमन सेवा पदक"

PRESIDENT'S FIRE SERVICES MEDAL

Firstly - The award shall be in the form of a model styled and designates as "राष्ट्रपति का अग्नि शमन सेवा पदक" PRESIDENT'S FIRE SERVICES MEDAL" (hereinafter referred to as the Medal).

Secondly-The medal shall be circular in shape, made of silver with gold gilt, thirty five millimeters in diameter and fitted to a ring and shall have embossed on the obverse the State Emblem with its motto "सत्यमेव जयते" in the centre and words "राष्ट्रपति का अग्नि शमन सेवा पदक" President's Fire Service Medal", on either side along the edge of the medal separated by two five-pointed heraldic President's Fire Service medal. President's Fire Gallantry Medal. For Distinguished Service stars. On the reverse, it shall have embossed the Ashoka Chakra in the centre and the words "वीरता के लिए" For GALLANTRY". or "विशिष्ट सेवा के लिए" For DISTINGUISHED SERVICE" along the lower edge and a wreath joined by a plain class at the top along the upper edge. On the rim the name of the person to whom the medal is awarded, shall be inner bed. A medal of pattern of the medal shall be deposited and kept.

Thirdly-The medal shall be worn suspended from the left breast and the riband of thirty two millimeters in width shall, in the case of distinguished service, be half maroon and half golden yellow. In the case of awards for acts of exceptional courage and gallantry, it will be half maroon and half golden yellow, the two colours being separated by a vertical navy blue line 3 mm in width.

Fourthly-The medal shall only be awarded to those who have either performed acts of exceptional courage and skill or exhibited conspicuous devotion to duty as members of Fire Services organized

and administered by the Central Ministries or Departments. State Governments, Union Territory Administrations, Municipal or other autonomous bodies and public sector undertakings.

Fifthly-The names of those to whom this medal is awarded shall be published in the Gazette of India and a Register of such names shall be kept in the Ministry of Home Affairs by such person as the President may direct.

Sixthly-Any act of gallantry which is worthy of Recognition by the award of the "राष्ट्रपति का अग्नि शमन सेवा पदक" PRESIDENTS FIRE SERVICES MEDAL" but is performed by one upon whom the Decoration has already been conferred, may be recorded by a bar attached to the riband by which the medal is suspended. For every such additional act an additional Bar may be added and for each Bar awarded a small silver rose with gold gilt shall be added to the riband when worn alone.

Seventhly-It shall be competent for the president to cancel and annul the award of the Decoration and there upon the name of the person concerned shall be erased from the Register. It shall, however be competent for the President to restore any Decoration which may have been so forfeited. Every person to whom the said Decoration is awarded shall, before receiving the same, enter into any agreement to return the medal if his name is erased as aforesaid. Notice of cancellation or restoration in every case shall be published in the Gazette of India.

Eighthly-It shall be competent for the President to make rules to carry out the purposes of these statutes.

"अग्नि शमन सेवा पदक"

FIRE SERVICE MEDAL

Firstly-The award shall be in the form of a medal styled and designated as the "अग्नि शमन सेवा पदक" FIRE SERVICE MEDAL" (hereinafter referred to as the Medal'.

Secondly-The medal shall be circular in shape, made of bronze, thirty five millimeters in diameter and fitted to a ring and shall have embossed on the obverse the State Emblem with its motto "सत्यमेव जयते" in the centre and the words "अग्नि शमन सेवा पदक" FIRE SERVICE MEDAL" on either side of the State Emblem along the edge of the medal separated by two five pointed heraldic stars. On the reverse, it shall have embossed the words "सराहनीय सेवा के लिए" FOR MERITORIOUS SERVICE" or "वीरता के लिए" FOR GALLANTRY" exactly at the centre enclosed between parallel straight lines connected at either end to each other by a concave line the whole being encircled by a wreath joined by a plain clasp at the bottom. On the rim the name of the person to whom the medal is awarded shall be inscribed. A scaled pattern of the medal should be deposited and kept.

Thirdly-The medal shall be worn suspended from the left breast, and the riband of thirty two millimeters in width shall be of maroon colour with a narrow golden yellow stripe on either side and a navy blue stripe in the centre, and in the case of awards for acts of gallantry, each of the maroon portions of the riband shall contain a navy blue line down the middle.

Fourthly-The medal shall only be awarded to those members of fire services, organized and administered by the Central Ministries or Departments. State Governments, Union Territory Administrations, Municipal and other autonomous bodies, and public sector undertakings, who have performed service or conspicuous merit or an act of gallantry.

Fifthly-The names of those to whom this medal is awarded shall be published in the Gazette of India and a Register of such names shall be kept in the Ministry of Home Affairs by such person as the President may direct.

Sixthly-Any meritorious conduct or act of gallantry which is worthy of recognition by the award of the "अग्नि शमन सेवा पदक" FIRE SERVICE MEDAL" but is performed by one upon whom the decoration has already been conferred may be recorded by a Bar attached to the riband by which

the medal is suspended. For every such additional act an additional Bar may be added and for each Bar awarded a small silver rose shall be added to the riband when worn alone.

Seventhly-It shall be competent for the President to cancel and annul the award of the decoration and thereupon the name of the person concerned shall be erased from the Register. It shall, however, be competent for the President to restore any medal which may have been so forfeited. Every person to whom the said Decoration is awarded shall, before receiving the same, enter into an agreement to return the medal if his name is erased as aforesaid. Notice of cancellation or restoration in every case shall be published in the Gazette of India.

Eighthly-It shall be competent for the President to make rules to carry out the purposes of these statutes.

Sd/-

(K. BALACHANDRAN)

Secretary to the President

To be Published in Part-I, Section-I of the Gazette of India Dated Saturday the 31st May, 1975

President's Secretariat

New Delhi, the 19th May, 1975

NOTIFICATION

No. 41 Pres/75. In accordance with the Statute 'eighthly' of the Statutes relating to the award of the "राष्ट्रपति का अग्नि शमन सेवा पदक" President's Fire Service Medal". And the "अग्नि शमन सेवा पदक" Fire Service Medal" the following rules governing them are notified: -

"राष्ट्रपति का अग्नि शमन सेवा पदक"

PRESIDENT'S FIRE SERVICES MEDAL

- (1) Recommendations for awards for conspicuous gallantry shall be made as soon as possible after the occasion on which the conspicuous gallantry was shown.
- (2) All Recommendations shall state the name and rank of the person recommended, the name of the FIRE SERVICE of which he is or was a member and details of the act of gallantry or service for which the grant of the medal is recommended.
- (3) The medal shall be awarded :-
 - (i) For conspicuous gallantry in saving life and property the risk incurred being estimated with due regard to the obligations and duties of the offer concerned.
 - (ii) For distinguished record of service such as organizing and maintaining fire services under special difficulties and handling various or wide spread outbreaks of fires.
- (4) The number of medals awarded for distinguished service in any one year shall not exceed 25. There will however, be no limit on the number of medals to be awarded for gallantry in any one year.
- (5) When awarded for gallantry the medal shall carry a monetary allowance at the rates and subject to the conditions set forth below. The charges thereof shall be borne by the revenues of the Central Ministries/States/Union Territories concerned in respect of recipients belonging to the Central Ministries/States/Union Territories and by the respective organizations in respect of personnel belonging to their Fire Services.

- (a) All the recipients of this gallantry award shall be entitled to the monetary allowance on a uniform rate irrespective of their ranks. The rates of monetary allowance for the Medal shall be Rupees Sixty per mensem and for the bar to the Medal shall be Rupees thirty per mensem.
- (b) Where an officer who has already been awarded either the King's Police and Fire Services Medal/President's Police and Fire Service Medal/President's Fire Services Medal, or that Medal and a Bar or Bars thereto for gallantry, is subsequently awarded the president's Fire Service Medal for a Further act of gallantry he shall be paid a monetary allowance attached to the Bar to the latter Medal in addition to the original allowance and not the full allowance attached to the Medal itself. Where an officer who has already been awarded the Indian Police Medal for gallantry he shall be paid the full allowance attached to the latter Medal in addition to the original allowances.
- (c) The allowance shall be granted from the date of the act for which the award is given and unless it is forfeited for misconduct shall continue until death.
- (d) Where a recipient is in receipt of the allowance at the time of his death, it shall be continued for life or his re-marriage of his widow (the first married wife having the preference'. In the case of a posthumous award is made to the widow (the first married wife having preference' for her life or till re-marriage.
- (6) The Medal is liable to be forfeited if subsequently the holder is guilty of disloyalty, cowardice in action or such conduct as in the opinion of the president brings the Service into disrepute.
- (7) Recommendations for the announcement of awards for distinguished service on the 26th January (Republic Day' and the 15th August (Independence Day' should be forwarded so as to reach the Secretary to the Government of India. Ministry of Home Affairs not later than the 26th October and the 15th May respectively each year.

“अग्नि शमन सेवा पदक”

FIRE SERVICE MEDAL

- (1) Recommendations for awards for gallantry shall be made as soon as possible after the occasion on which the gallantry shall be made as soon as possible after the occasion on which the gallantry is shown.
- (2) Each recommendation shall state the name and rank of the person recommended, the Fire Service of which he is or was a member and details of the act or service for which grant of the Medal is recommended.
- (3) The Medal shall be awarded :-
 - (i) For gallantry:
 - (ii) For services characterized by resource and devotion to duty including prolonged service of ability and merit.
- (4) The number of Medals awarded for meritorious service in any one year (excluding Bars' shall not exceed 100. There will be no limit on the Medals to be awarded for gallantry in any one year.
- (5) (a) When awarded for gallantry, the Medal shall, subject to the conditions set forth for the President's Fire Services Medal for gallantry, carry a monetary allowance on a uniform rate of Rupees forty per mensem and the Bar Rupees twenty per mensem irrespective of the rank of the recipients. The charge thereof shall be borne by the revenues of the Central Ministries/ States/Union Territories and by the respective organizations in respect of personnel belonging to their Fire Services.
- (b) Where an officer who has already been awarded either the Indian Police Medal/Fire Service Medal or that Medal and a Bar or Bars thereto for gallantry, is subsequently awarded the fire

Services Medal for a further act of gallantry, he shall be paid the monetary allowance attached to the Bar to the latter Medal in addition to the original allowance and not the full allowance attached to the Medal itself. Where an officer who has already been awarded the King's Police and Fire Service/President's Police and Fire Service Medal/President's Fire Service Medal for gallantry, in subsequently awarded the Fire Service Medal for a further act of gallantry, he shall be paid the full allowance attached to the latter Medal in addition to the original allowance.

- (6) The award of the Medal will not be a bar to the subsequent award of the (*.*) PRESIDENTS FIRE SERVICES MEDAL".
- (7) The Medal is liable to be forfeited if subsequently the holder is found guilty of disloyalty cowardice in action or such conduct as in the opinion of the President brings the service into disrepute.
- (8) Recommendations for awards for meritorious service on the 26th January (Republic Day' and the 15th August (Independence Day' Should be forwarded so as to reach the Secretary to the Government of India, Ministry of Home Affairs not later than the 26th October and 15th May respectively each year.

Sd/-
(K. BALACHANDRAN)
Secretary to the President

To be Published in Part I, Section 1 of the Gazette of India, dated Saturday, the 31st May, 1975

President's Secretariat
New Delhi, the 19th May, 1975

NOTIFICATION

No. 42-Pres/75- The President is pleased to direct that the following amendments shall be made in the Preamble and the Statutes governing the award of the president's Police and Fire Services Medal and the Police Medal Published in Part I, Section 1 of the Gazette of India of the 10th March, 1951, under Notification No. 3-Pres/51. dated the 1st March, 1951 as amended from time to time :-

- (1) The name of the "President's Police and Fire Services Medal wherever occurring the preamble and the Statutes will be read as "President's Police Medals".

President's Police Medal

- (2) The Words" and organized Fire Service" occurring in the Statute Thirdly be deleted.

Police Medal

- (3) The Words" or of an orgained fire Service" occurring in the Statute Thirdly be deleted.

Sd/-

(K. BALACHANDRAN)
Secretary to the President

To be Published in Part I. Section 1 of the Gazette of India dated Saturday, the 31st May, 1975

President's Secretariat
New Delhi, the 19-5-1975

NOTIFICATION

No. 43-Pres/75- The president is pleased to direct that the following amendments shall be made in the rules governing the award of the President's Police and Fire Service Medal and the Police Medal published in part I. Section 1 of the Gazette of India of 10th March 1951 under Notification NO.3-Pres/51. dated the 1st March 1951 as amended from time to time.

- (1) The name of the "President's Police & Fire Services Medal" wherever occurring in the Preamble and the Rules will be read as "President's Police Medal".

President's Police Medal

- (2) The words" or the Fire Service" occurring in Rule (2) and Rule (4) sub-rule (iii) be deleted.
- (3) In Schedule appended below sub-rule (c) of Rule 5 the words "District Fire Officer" and "Fire Station Officer I. Fire Station Officer II. Head Leading Fireman Leading Fireman, and Selection Grade Fireman and Fireman" be deleted.

Police Medal

- (4) The words "or the Fire Service" occuring in Rule (2) may be deleted.

Sd/-

(K. BALACHANDRAN)

Secretary to the President

To be Published in Part 1. Section 1 of the Gazette of India, dated Saturday, the 11th September, 1976

President's Secretariat
New Delhi, the 31st August, 1976

NOTIFICATION

No. 76-Pres/76- The President is pleased to direct that, with immediate effect, the following amendments shall be made in the rules governing the awards of the President's Fire Service Medal" and the "Fire Service Medal" published in Part-I, Section 1 of the Gazette of India, dated 31st May, 1975 vide Notification No.41-Pres/75, dt. 19th May, 1975 :-

- (1) "राष्ट्रपति का अग्निशमन सेवा पदक" President's Fire Services Medal" - Under Rule (5) add the following as sub-rule (a) :

When the award is made posthumously to a bachelor, the monetary allowance shall be paid from the date of the act for which the award is made to his father or mother and in case the posthumous awardee is a widower, the allowance shall be paid to his son below 18 years or unmarried daughter, as the case may be

- (2) "अग्निशमन सेवा पदक" Fire Services Medal" - Under Rule (5) add the following as sub-rule (c):

When the award is made posthumously to a bachelor, the monetary allowance shall be paid from the date of the act for which the award is made to his father or mother and in case the posthumous awardee is a widower, the allowance shall be paid to his son below 18 years or unmarried daughter, as the case may be.

Sd/-

Deputy Secretary to the President)
(S. NILAKANTAN)

**To be Published in Part 1. Section 1 of the Gazette of India, dated Saturday, the
13th October, 1984.**

President's Secretariat
New Delhi, the 26-09-1984

NOTIFICATION

No. 103-Pres/84 - The President is pleased to direct that the following amendments shall be made in the rules governing the award of the President's Fire Services Medal and the Fire Services Medal published in Part I. Section 1 of the Gazette of India, dated the 31 st May, 1975 under Notification No. 41-Pres/75 dt. the 19-5-75 as amends from time to time :-

President's Fire Services Medal for Gallantry

For the existing sub-rule (a) of Rule (5), substitute the following :-

"All the recipients of this Gallantry Award shall be entitled to the monetary allowance on the uniform rate, irrespective of their rank. The rates of monetary allowance of the Medal shall be Rs.90/- per mensum and for the Bar to the Medal it shall be RS.60/- per mensum".

Fire Services Medal for Gallantry

For the existing sub-rule (5) (a), substitute the following :-

"When awarded for gallantry, the Medal shall subject to the conditions set forth for the President's Fire Services Medal for Gallantry, to carry a monetary allowance on a uniform rate of Rs.60/- per mensum, and the Bar to the Medal Rs.30/- per mensum irrespective of the rank of recipient. The charges thereof shall be borne by the revenues of the Central Ministries/States/Union Territories concerned in respect of recipients belonging to the Central Ministries/States/Union Territories, and by the respective organisations in respect of personnel belonging to their Fire Services."

The revised rates of the monetary allowances will be effective from 26th September, 1982, the date of issue of the President's Secretariat Notification granting the revised rates in respect of the Police Medals.

Sd/-
Deputy Secretary to the President
(S. NILAKANTAN)

**To be Published in Part 1. Section 1 of the Gazette of India, dated Saturday, the
5th March, 1988**

President's Secretariat
New Delhi, the 22-02-1985

NOTIFICATION

No. 15-Pres/88 - The President is pleased to direct that with immediate effect, the following amendments shall be made in the rules governing the award of the President's Fire Service Medal and the Fire Services Medal published in Part I, Section 1 of the Gazette of India, dated the 31st May, 1975, under Notification No. 41-Pres./75. dt. the 19th May, 1975 and amended from time to time :-

President's Fire Services Medal for Gallantry

For the existing sub-rule (a) of Rule (5), substitute the following :-

"All the recipients of this Gallantry Award shall be entitled to the monetary allowance on the uniform rate, irrespective of their rank. The rates of monetary allowance for the Medal as also for the Bar to the Medal shall be Rs.100/- per mensem".

Fire Services Medal for Gallantry

For the existing sub-rule (5) (a), substitute the following :-

"When awarded for gallantry, the Medal as also the Bar to the Medal shall, subject to the conditions set forth for the President's Fire Services Medal for gallantry, carry a monetary allowance on a uniform rate of Rs.60 per mensem irrespective of the rank of the recipient. The charges thereof, shall be borne by the revenues of the Central Ministries/States/ Union Territories, and by the respective organisations in respect of personnel belonging to their Fire Services."

Sd/-
Director
(S. NILAKANTAN)

APPENDIX "14-B"

PROFORMA FOR RECOMMENDING AWARD OF FIRE SERVICE MEDALS

No. VI-11021/Policy/93-DGCD (P&C)
(See para 4 under Under Awards) GOVERNMENT OF INDIA
MINISTRY OF HOME AFFAIRS
DGCD (P&C) UNIT

Dated, New Delhi, the 13th March, 1995

To,

- (i) The Chief Secretary/Home Secretary of all states/UTs as per list.
- (ii) All Ministries/Departments of Govt. of India as per list,

Sub.: — Co-ordination - Awards and Medals - Home Guards, Civil Defence & Fire Service Medals -
Revision of formats for the recommendation of various types of Medals-Request for
forwarding of recommendations in the revised formats.

Sir,

I am directed to invite your attention on the subject noted above and to say that this Ministry co-ordinates the award of various types of Presidential Medals now in vogue in Civil Defence, Home Guards and Fire Service Organisations. The Presidential Medals are broadly classified in two major groups, viz. Gallantry Medals which includes President's Gallantry Medal and Gallantry Medal and Service Medals including President's Distinguished Service Medal and Meritorious Service Medals.

2. Gallantry Medals are awarded to a candidate for an act of valour/gallantry in any particular incident and depending upon the degrees of gallantry involved, President's Gallantry or Ordinary Gallantry Medals are considered. In contrast, Service Medals are considered for award for unblemished long service marked with devotion and dedication which invites special merits or is of distinguished nature. In view of this, the prerequisites of informations for selection of suitable candidates naturally varies for the above broad two types of medals. In view of this, the Ministry recently reviewed the formats for recommendations for the above two types of Medals, which are enclosed herewith as per following details :-

- (i) Appendix A : Revised formats for President's Gallantry/Gallantry Medals.
- (ii) Appendix B : Revised formats for Presidents Distinguished Service/Meritorious Service Medals

Depending upon the broad types/categories of medals, both the "CD" & HG and Fire Service Organisations can use the above two formats while recommending the cases for the award of medals.

- 3. In addition to above, General Informations about the various types of Medals and General Instructions for filling up the forms have also been enclosed in Appendix C, which may please be carefully studied before initiating and forwarding any recommendations to this Ministry for considerations.
- 4. It may be evident from the Information-cum-Instruction Sheet at Appendix C that there is no time limit or fixed date for recommending the cases of Gallantry medals which as per accepted norms must reach this Ministry with the recommendations of the State Govt./ UT Admns. or administrative controlling Deptts./Ministries of Govt. of India within one year of such act of gallantry to avoid technical rejections. But the Service Medals are awarded twice in a year on the occasion of

Republic Day (26th January) and independence Day (15th August) every year. For such Service Group of Medals (Distinguished Service or Meritorious Service), the statute for medals stipulates strict time frame for the receipt of recommendations of medals as 15th May for Independence Day and 26th October for Republic Day every year, to avoid technical rejections.

5. In view of the above, you are requested to kindly initiate immediate necessary action to ensure timely forwarding the recommendations for the Service Medals for the forthcoming Independence Day, 1995 so as to be received latest by 15th May, 1995 in the suggested prescribed proforma, vide Appendix B to avoid technical rejections. In future, you may like to follow the aforesaid time frame at your own level without waiting for the reminder from the Ministry, since the process is of on-going type in nature. As in the past, the recommendations may be addressed to secretary to the Govt. of India, Ministry of Home Affairs, New Delhi, with a cover addressed to Senior Staff Officer (P&C) DGCD Unit, Ministry of Home Affairs, Block- VII, Level- VII, R.K. Puram, New Delhi-11 0011
6. It is requested that the copies of this letter may kindly be circulated to all concerned with the copies of enclosures in the forms of Appendices A, B & C with the advice to keep them as model copy in the guard file for future use.

Yours faithfully,

Sd/-

(Smt. UMA GOEL)

Deputy Secretary to the Government of India

Encls :- Appendices A, B & C as in paras
2 & 3 above

No. VI-11021/Policy/93-DGCD(P&C) dated, New Delhi, the 13th March, 1995

Copy forwarded for information and necessary action to :-

- (i) The Director of Civil Defence, Govt. ofof All States/UTs as per list.
- (ii) The Commandant General of Home Guards, Govt. ofof All States/UTs as per list.
- (iii) The Director/Head/Chief of Fire Service, Govt. ofof All States/UTs as per list.
- (iv) Head/Chief/In-charge of Fire Service. Civil Defence of all Public Sector Vital Plants/Installations as per Standard list.

With the request to kindly follow the instructions contained in Appendix C while forwarding the recommendations of various types of medals and also to strictly adhere to the time frame stipulated for Gallantry & Service Medals.

Action must to initiated for the forwarding of recommendation for Distinguished and Meritorious Service.

Medals for the forthcoming Independence Day (15th August), 1995 immediately in the revised proforma suggested in Appendix B so as to be received by the Ministry strictly within the stipulated time frame, i.e. in or before 15th May, 1995, to avoid technical rejections. In future, they may like to Initiate action in time at their own level without waiting for the reminder of the Ministry, since this is an on-going process.

Sd/-

(Smt. UMA GOEL)

Deputy Secretary to the Government of India

APPENDIX-A (GALLANTRY)

Revised Proforma for the Recommendation for the award of President's Gallantry Medal/Gallantry Medal for the Volunteers and Paid Personnels of Home Guards, Civil Defence and Fire Service Organisations

(Please study the enclosed Instruction Sheet at Appendix-C before filling up the form)

A. DATE OF INCIDENT _____	DATE OF RECEIPT BY MHA : _____ (TO BE FILLED BY M.H.A.)
1. Name of the State/UT/Ministry/Deptt. of Govt. of India recommending the case with full address	
2. Specific name of the medal recommended in the present case clarifying whether it is the recommendation for a particular type of medal or for Bar to the first medal already awarded.	
3. Name and designation of the recommended candidate/Recommendee	First Name Mid Name Surname
(i) Name and designation in full in English in Capital letters only	
(ii) Name and designation in full in English in standard abbreviated form in Capital letters only.	
(iii) Name and designation in Hindi (for Hindi Notification in case of selection for the award).	
4. Present mailing residential address of the Recommendee/ Next of kin (in case of posthumous award) complete with Pin Code and Name of Telegraph Office (for issue of congratulatory telegrams in case of section). In case of deceased candidate, the name of Next of kin must be mentioned.	_____ _____ _____ PIN CODE _____ Telegraph Office Name : _____

5. Other details of the Recommenddee On the data of recommendation Status in Service in CD/HG/FS/Orgn Caste (Pl. tick mark) sex

Age (Nearest rounded up years)	Total length of service in CD/HG/Fire Service organisation	Whether Paid Staff or Honorary	SC	ST	OBC	General	Male/ Female

6. Details of receipt of other medals by the Recommenddee from the State/Central Govt. (also mention the year and occasion (in case of service medals/other medals) within bracket against : (i) each, (for Gallantry Medal, date of act and date of award may be mentioned within bracket).

	Service Medals	Gallantry Medals	Any other type of Medals
1.		1.	1.
2.		2.	2.

7. Details of other Awards/Commendation Certificate/General Service Entry/Honorarium/Cash Award received by the candidates in the past (mention number of times only in the box)

Cash Awards	Honorarium	Commendation Certificates	General Service Entry (GSE)	Awards in any other form other than specified one

Note:- 12 Copies of recommendations for each case must be received by the Ministry with the recommendation of concerned State Govt./UT - Administration or administrative controlling Ministry./Deptt. of Govt. of India within one year of the act of gallantry to avoid technical rejections.

CITATIONS

Citation should be brief and to the point, preferably within 500-600 words, but not exceeding the box provided for. The citations must highlight the date, time and place of incident, risk involved in the incident and egrees of valour/act of gallantry performed by the recommendee, 12 copies of recommendations in the prescribed proforma including citations must reach this Ministry within one year from the date fo incident to avoid technical rejections. All recommendations must be routed through the administrative controlling departments of State Govt./UT - Administrations/Ministry's of Govt. of India, Hindi recommendations/citations must accompany with an English translation. No extra/additional sheet should be used for writing citations.

-
- A. Date, Time & Place of the Incident
 - B. Brief Introduction with chronological development of the incident
 - C. Details of risk involved in the incident and its brief analysis
 - D. Details of achievements highlighting the degrees of valour/act of gallantry by the recommendee.
 - E. Whether any honour conferred on the recommendee for the same act of gallantry by UT/ State/Ministry/Deptt. of GOL of affirmative, furnish details.
 - F. Specific Gallantry Medal recommended for (Col. 2 on pre-page)
 - G. Details of enclosures attached as supportive documents:

Dated : _____

Place/Full Address :
with Pin Code

Signature of the Head of the Department
(Director of Civil Defence, Commandant General
Home Guards or Director of Fire Service*)
Name :
Designation :
Office Seal :

Note (*) If the recommendation is initiated by any other official other than Head of the Department, the same must be countersigned by HOD under his official seal or by competent authority of the States Govt./UT Admn./Ministry/Deptt. of Govt. of India.

APPENDIX-B (SERVICE : DISTN/MERIT)

**Revised Proforma for the Recommendation for the award of President's
Distinguished Service/Meritorious Service Medal for the Volunteers
and Paid Personnels of Home Guards, Civil Defence and Fire Service
Organisations**

(Please study carefully the Instruction Sheet in Appendix-C before filling up the form)

*OCCASION : _____

(Please Specify Independence Day/Republic Day & Year above)

1.	Name of the State/UT/Ministry/Deptt. of Govt. of India recommending the case with full address	
2.	Specific name of the service medal recommended in the present case (Please see Instruction Sheet for exact nomenclature)	
3.	Name and designation of the recommended candidate/ Recommendee	First Name Mid Name Surname
(i)	Name and designation in full in English in Capital letters only	
(ii)	Name and designation in abbreviated form in English in Capital Letters only (for inscription in medals in case of section	
(iii)	Name and designation in Hindi (for Notification in Hindi in case of selection).	
4.	Present full residential mailing address of the recommendee / Next of kin (name to be mentioned in address in case of posthumous award) complete with PIN CODE and Name of Telegraph Office (for issue of congratulatory telegrams in case of selection)	_____ _____ _____ Telegraph PIN CODE _____ Office : _____

5. Other details of the Recommended candidate/
recommendee on the date of proposed award

Caste (Pl. tick mark) sex

Age (Nearest rounded up years)	Total length of service in CD/HG/Fire Service organisation	Status in service in CD/HG/FS/Orgn. ie. Paid or Honorary	SC	ST	OBC	General	Male/ Female

6. Details of receipt of other medals by the Recommenddee from the State/Central Govt. (Also mention within bracket against each, the occasion and year of award in case of service medals and date of incident and date of award against gallantry medals)

Service Medals	Gallantry Medals	Any other type of Medals
1.	1.	1.
2.	2.	2.

7. Details or other honours/awards received by the recommendee

Cash Awards	Honorarium	Commendation Certificates	General Service Entry (GSE)	Awards in any other form other than specified one (furnish details)

8. Integrity of The Recommenddee

CITATIONS

Citations should be brief and to the point, based on the que/guidelines noted in the margin, preferably typed neatly without overwriting in English (Hindi version must accompany English translation) and must be restricted within the space limit of the box provided for No separate sheet should be attached. No additional enclosures in the form of certificate/degrees/diplomas etc. are to be attached. 12 copies of recommendation for each case are to be forwarded through the concerned State Govt./UT Admn./Administrative controlling Departments and Ministries of Govt. of India so as to be received by the Ministry within the statutory stipulated date, i.e. 15th May or Independence Day (15th August) and 26th October for Republic Day (26th January) respectively every year to avoid technical rejections. Attempt should be made to limit citation within 500 words only)

- A. Introduction, General Background and General performance during the entire service period.
- B. Specific instances of meritorious/distinguished performances during the last 8 years which contributes to the goal of the CD/HG or FS Organisation.
- C. Specific Medal recommended (Please See Instruction-Sheet in Appendix - C for exact nomenclature).

Dated: _____

Signature of the Head of the Department

Full Address:

(Director of Civil Defence, Commandant General
Home Guards or Director of Fire Service etc)

with Pin Code

Name :

Designation :

Office Seal :

Note (*) If the recommendation is initiated by any other official other than HOD, the same must be countersigned by him or his competent authority of the State Govt./UT Admn./Administrative Controlling Deptt./Ministry fo Govt. of India.

All recommendations are to be routed through the State Govt./UT Admn/Administrative Controlling Deptt./ Ministry of Govt. of India to avoid technical rejections.

APPENDIX "C"

Instructions for the Initiating & Recommending Authorities for various types of Civil Defence, Home Guards and Fire Service

MEDALS

(Please study carefully the Instructions before attempting any recommendations for Medals)

A. GENERAL INFORMATIONS ABOUT MEDALS

1. In Civil Defence, Home Guards and Fire Service, Medals are considered for award to the bonafide members of aforesaid organisations. A part from regular paid staff members, this also including Volunteers of Civil Defence & Home Guards Organisations.
2. There are total 8 types of Medals in vogue in Civil Defence, Home Guards and Fire Service, 4 of which are Service Medals and remaining 4 are for Gallantry. The details of authorised Presidential Medals are furnished below in order of Precedence/Priority :-

Home Guards & Civil Defence	Fire Service
A. GALLANTRY MEDAL (i) President's HC & CD Medal for Gallantry (ii) Home Guards and Civil Defence Medal for Gallantry	A. GALLANTRY MEDAL (i) President's Fire Service Medal for Gallantry (ii) Fire Service Medal for Gallantry
B. SERVICE MEDAL (i) President's HC & CD Medal for Distinguished Service (ii) Home Guards and Civil Defence Medal for Meritorious Service	B. SERVICE MEDAL (i) President's Fire Service Medal for Distinguished Service (ii) Fire Service Medal for Meritorious Service

3. All Gallantry Medals are to be recommended in the prescribed proforma suggested in Appendix-A of this letter for each case, 12 copies are to be forwarded, two of which must be signed by ink and for the remaining 10 numbers, photocopies will suffice.
4. All service medals are to be recommended in the prescribed proforma suggested in Appendix-B of this letter. For each case, 12 copies are to be forwarded, two of which must be signed in ink and for the remaining 10 numbers, photocopies will suffice.
5. Initiating authority for any case may be the Head of Office/Head of the Department. But all recommendations are to be finally recommended by their respective State Governments/ UT- Administrations or Administrative Controlling Central Ministries/Departments of Govt. of India.
6. In case of Fire Service, only such Fire Service Organisations which are administered by State

Governments, UT-Administrations, Municipal Corporation and allied/other autonomous bodies are eligible for consideration for the award of aforesaid medals including Fire Services of Public Sector Undertakings.

B. DETAILS ABOUT GALLANTRY MEDALS

1. Gallantry Medals are considered for award to the eligible members of Home Guards, Civil Defence and Fire Service Organisations for conspicuous act of Gallantry. For highest Order of Valour/Gallantry/Bravery, President's Gallantry Medal may be considered, otherwise HG & CD/FS Medal for Gallantry is generally recommended for ordinary act of gallantry.
2. There is no time schedule for Gallantry Medals. But the recommendations must reach this Ministry with in one year from the date of act of such gallantry to avoid technical rejections.
3. As stated earlier, 12 copies of recommendations (2 ink-signed - 10 photocopies) for each case are to be forwarded to this Ministry in the prescribed proforma suggested in Appendix-A of this letter.
4. For subsequent act of gallantry, Bar to any particular Gallantry Medal is admissible which is required to be specifically highlighted in Column-02 of Appendix-A.
5. For substantiating the act of gallantry, all recommendations are desired to be enclosed with supportive documents like attested copies of FIR/Abstracts of Occurrence Book, attested copies of Medical/Injury Report or Post-Mortem Report for injured/killed person, Photographs of the Incident, if any, News Paper Cuttings, if any or any other supportive documents.

C. DETAILS ABOUT SERVICE MEDALS

1. Service Medals are considered for award to the eligible members of Civil Defence, Home Guards and Fire Service Organisations twice in a year, i.e. on the occasion of Republic Day and Independence Day. The details of authorisation of medals per year, with occasion wise break-ups are as under (cited in order of Precedence) :-

Sl. No.	Type of Service Medals	HG & CD			Fire Service		
		Republic Day (26th Jan)	Independence day (15th Aug)	Total	Republic Day (26th Jan.)	Independence day (15th Aug.)	Total
(i)	President's Distinguished Service Medal	25	25	50	13	12	25
(ii)	Meritorius Service Medals	50	40	100	50	50	100
	Total	75	65	150	63	62	125

2. The recommendations made by State Governments/UT-Administrations for various categories of Service Medals should not be disproportionate to size of the State/UT or Unit.
3. As stated earlier, recommendations for Service Medals are to be forwarded in prescribed proforma suggested in Appendix-B of this letter, 12 copies of recommendations for each case (2 ink-signed + 10 photocopies) are to be forwarded.
4. No copies of Certificate/Degrees/Diplomas are required to be attached with the recommendations. No separate sheets are to be attached.
5. As per provisions of the Statue regulating Medals, all recommendations for Service Medals must reach this Ministry on or before 15th May for Independence Day (15th August) and 26th October for Republic Day (26th January) to avoid technical rejections. So, if delay is anticipated, then the case may be forwarded in the next occasion, since this is a ongoing process. So, timely submission of recommendations for Service Medals is extremely essential.
6. Because of number of limitations and other cosntraints, if some case is not considered for award on some particular occasion, that does not debar his case not to be considered on subsequent occasion, if fresh recommendations are received from the competent authority in this regard. Competent authority is at liberty to recommend a name any time provided he is found fit for the award of medals.
7. Service Medals of any particular type are awarded once in life time and there is no provision for Bar to that particular type of service medal.

C-1 : SPECIFIC DETAILS ABOUT MERITORIOUS SERVICE MEDALS

8. Meritorious Service Medals are considered for the bonafide members of Home Guards, Civil Defence and Fire Service Organisations for valuable service characterised by devotion to duty, including prolonged unbroken service over 10 to 15 years for regular paid staff members and 8 years for Volunteers of Civil Defence and Home Guards Organisation.

C-2 : SPECIFIC DETAILS ABOUT PRESIDENTS DISTINGUISHED SERVICE MEDALS

9. President's Distinguished Service Medals are considered for award to the members of Home Guards, Civil Defence and Fire Service Organisations for distinguished record of service marked by exceptional ability and merit and is generally considered after five (5) years of the award/receipt of Meritorious Service Medals. So, all initiating/recommending authorites, before recommending some one's name for President's Distinguished Service Medal, must ensure that he or she must have received Meritorious Service Medal at least 5 years back, to avoid technical rejections.

D: GENERAL INSTRUCTIONS FOR FILLING UP THE FORMS

1. All columns should be filled up properly with legible hand, preferably by type-writing. In case of multiple choice, the relevant portion should be ticked off and other (non-relevant) should be struck off.
2. All address, whether official or residential, must include, apart from House Name, No, Road, Post Office, Town/Village/District, State etc. the details of Pin Code and also Name of the Telegraph Office for facilitating issue of congratulatory Telegram in case of selection.

3. All initiating/recommending or forwarding authorities before recommending any name must ensure that (i) there is no adverse comments recorded in his Annual Character Report (ACR) or (ii) no vigilance case is pending against him during the proceeding 8 years, nor (iii) any punishment in any form (minor or major) has been given to him during such period. Integrity in any case should be beyond doubt in any case. This is related to the Integrity Certificate required to be furnished in Col. 8 of Appendix-B for Service Medals only (for volunteers, the ACR may be replaced with last 8 years performance reports).

APPENDIX "15-A"

QUALIFICATIONS FOR ADMISSION TO DIVISIONAL AND ASSISTANT DIVISIONAL OFFICERS' COURSE

(See Twelfth Meeting para (b) under 15 Training and Education)

Admission to the Divisional & Assistant Divisional Fire Officers' course in the NFCS, Nagpur for those who have passed Station Officers course in the said College.

The Sub-committee's recommendations were considered by the SFAC and the following qualifications were accepted for various courses at the NFSC :-

(a) Sub Officers Course

- | | | |
|------|----------------------------|--|
| (i) | Direct entrants | |
| | Educational Qualifications | Higher Secondary or equivalent |
| (ii) | Departmental Candidates | Matriculation or equivalent |
| | Educational Qualifications | |
| | Experience | Must be a driver of Leading Fireman
having 3 years service. |

Note : Firemen with higher secondary educational qualifications are to be treated at par with direct entrants for admission to the course.

(b) Station Officers Course

- | | | |
|------|----------------------------|--|
| (i) | Direct entrants | |
| | Educational Qualifications | Graduate preferably with Science
subjects. |
| (ii) | Departmental Candidates | Matriculation or equivalent |
| | Educational Qualifications | |
| | Experience | Must have served as a Sub-officer for 3
years and must have passed the Sub-
Officers course; or
Must have served as Sub-Officer for 5
years if not attended a Sub-officer
course. |

(c) Assistant Divisional/Divisional Officer's Course

- | | | |
|-----|----------------------------|-------------------------|
| (i) | Direct entrants | |
| | Educational Qualifications | Bachelor of Engineering |

(ii) Departmental Candidates
Educational Qualification
Experience

Higher Secondary of equivalent

Must be a Station Officer with 3 years experience as such and must have passed both the Sub-Officer and the Station Officers' course.

or

Must have six years experience as a Station Officer and must have done the Station Officer Course

or

Must have worked as a Station Officer/ Assistant Divisional Officer for 9 years and be a Graduate

or

Be a Graduate, Member of the Institution of Fire Engineers (UK) with 3 years experience as a Station Officer.

APPENDIX "16-A"

REQUIREMENTS OF A STANDARD FIRE STATION

(See para 1 under 16 Fire Station)

After discussing the matter the members stated that it would not be possible for any particular plan for a fire station to be standardised since this would depend on the lay-out of the plot in each individual cases.

Members brought out the question of the two types of duty-system that were prevalent in the Fire Station in the country, namely the 24 hours continuous duty system and the shift system. they felt that if a particular plan was finalised for standardization of a Fire Station, it might not work out for the two separate duty system, and also that actual design would vary in each case according to the layout and location of the plot. They, therefore, decided that instead of recommending a specific design for fire stations, it would be advisable to give the general idea of the requirements of a one-pump, two pump, 3 pump, 4 pump and more than four pump fire stations separately for each system.

Following minimum dimensions were recommended for each of the requirements of Fire Stations :-

REQUIREMENTS OF AN AERODROME FIRE STATION

Sr. No.	Type of Accommodation	One Appliance Station	Two Appliance Station	Three Appliance Station	Four Appliance Station	Five Appliances & Over Station
1	2	3	4	5	6	7
1.	Appliance room with doors according to local requirements, (Height will depend on the type of ladders/overall height of appliance in use but will not be less than 12")	30'10"x14' High	The floor area should be double of the one appliance station	The floor area given under one appliance station should be multiplied by 3.	The floor area given under one appliance should be multiplied by 4.	Multiply the floor area given under appliance multiplied by the number of pumps
2.	Office	120 sq. ft.	120 sq. ft.	180 sq. ft.	180 sq. ft.	240 sq. ft.
3.	Watch room	120 sq. ft.	120 sq. ft.	120 sq. ft.	120 sq. ft.	180 sq. ft.
4.	Store	180 sq. ft.	180 sq. ft.	200 sq. ft.	200 sq. ft.	300 sq. ft.
5.	Work Room (for minor repairs)	150 sq. ft.	200 sq. ft.	200 sq. ft.	250 sq. ft.	300 sq. ft.
6.	Rest Room/ Recreation Room	200 sq. ft.	200 sq. ft.	200 sq. ft.	300 sq. ft.	300 sq. ft.

Appliance means all Fire Service vehicles including ambulances.

7. Drill Tower-cum-Hose Drying Tower	15'x15'x40' High	15'x15'x40' High	15'x15'x40' High	15'x15'x40' High	15'x15'x40' High
8. Petrol Store According to existing petroleum Regulations					
9. Petrol Store	5000 gallons capacity with parapet wall not exceeding 3' and a depth not less than 3'; with a sump of 2'x2'x2' 10,000 gallons capacity with parapet wall not exceeding 3' and a depth not less than 3' with a sump of 2'x2'x2' Two tanks of same capacity as for one pump station.				
10. Hose Washing Through	40'x3'x2' deep	40'x3'x2' deep	40'x3'x2' deep	40'x3'x2' deep	40'x3'x2' deep
11. Smoke Chamber	8'x8'x8' high	8'x8'x8' high	8'x8'x8' high	8'x8'x8' high	8'x8'x8' high
12. Hydrants	One of each type	One of each type	One of each type	One of each type	One of each type
13. Record Room	Nil	Nil	150 sq. ft.	150 sq. ft.	180 sq. ft.
14. Class Room	Nil	Nil	225 sq. ft.	225 sq. ft.	300 sq. ft.
15. Drill Ground	200'x50'	200'x50'	200'x50'	200'x50'	200'x50'
16. Dormitories	** An area of 10 ft. & x 5 ft. per person for the total number of persons on duty at a time.				
17. Sanitary Facilities	To be provided at a scale of one Lavatory and one bathroom for each 5 persons on duty at any time subject to a minimum of 1 set.				
18. Residential Accommodation	(a) At Training Centre — Single accommodation, messing facility and other connected services for 100 persons should be provided as close as possible to the Aerodrome. (b) At all Station — Residential Accommodation for all Fire Service Staff should be provided as close to the Aerodrome as possible.				

* The watch room should be on top of the station.

** In case of upper floors, separate sliding poles should be fitted between each floor.

APPENDIX "17-A"

STANDARDISATION OF WORKSHOPS — UNIT REPAIR ORGANISATION, LIGHT DETACHMENT AND CENTRAL WORKSHOP

(See para 1 under Workshop)

UNIT REPAIR ORGANISATION—U.R.O. (AT EACH STATION)

No. of Appliances	Establishment Required			Tools required	Works to be executed
	Fitter (Rank of LF)	Electrician (Rank of F.M.)	Total		
1 to 3 appliances (pumps & vehicles)	1	1	2	List attached	First Line Repairs viz :— all running repairs Second Line Repairs, viz :—

- (a) All repairs of First Line & U.R.O.
- (b) Starting trouble at normal temperature
- (c) Minor repairs of engines.
- (d) All lubrication troubles
- (e) Ignition troubles
- (f) Carburattor faults
- (g) Fuel supply system defects
- (h) Cooling system defects
- (i) Clutch troubles
- (j) Propellar shaft and universal joint troubles
- (k) Wheel hub and bearing troubles
- (l) Rear axle fault
- (m) Steering faults
- (n) Brake extension faults
- (o) Other minor repairs
- (p) Smithing job, welding, moulding and vulcanising
- (q) Dynamo charging and battery
- (r) Electrical minor defects with cut-cut and wirings, to lights, horns, sparking plugs etc.

- Note:** 1. A trade allowance may be attached to each post, according to the local conditions, in addition to the pay and allowances admissible to the rank, to make the posts lucrative and to attract right type of persons.
2. "Fire Engine shall count as one appliance for the power engine unit and a separate appliance for the pump unit, whether composite or otherwise". Thus, a fire pump shall mean two appliances if the pump is mounted on the vehicle.

For Example : (1) Trailer pump = One appliances
(2) Fire Pump or engine = two appliances

LIST OF TOOLS AND EQUIPMENT REQUIRED FOR THE UNIT REPAIR ORGANISATION

1.	Working table, Heavy pattern 6'x3'x2'-8" with 1 ½" thick wood top, 32" high with drawer lockers	-	One
2.	Parallel Jaw vices 8" size	-	One
3.	Hand Grinder Emery 5" size	-	One
4.	High Lift Hydraulic Jack 2 to 3 tons	-	One
5.	Screw Jack 5 ton	-	One
6.	Axle stands wooden, heavy adjustable 15" to 24"	-	One
7.	Sheet Metal Trays (No. 10 Guages iron sheet) various sizes :-		
	15"x24"x2" depth	-	Two
	18"x24"x2" depth	-	Two
	24"x36"x3" depth	-	Two
8.	Mobile Trolley Hand Compressor	-	One
9.	High Pressure Grease Gun, Hand	-	One
10.	Two Chains	-	Two
11.	Battery Voltmeter 3-0-3' (Discharge Type)	-	One
12.	Battery Hydrometer	-	One
13.	Soldering Equipment comprising Kerosene bow lamp with soldering iron or electric soldering iron	-	One Set
14.	Mechanics complete tool kit in metal carrying box	-	One
15.	Brast Drill with Sets of Twist Drills 1/32" to 5/10" size	-	One
16.	Blacksmith's Anvil. London pattern 2 Cwt. size	-	One
17.	Insulated Pliers 6"	-	One
18.	Electrician's knife	-	One
19.	Carpenter's Tool set	-	One
20.	Wheel chocks	-	Four
21.	Battery Charger	-	One
22.	Fire Hose Binding Machine	-	One
23.	Fire Hose Vulcanising Machine	-	One

Light and Detachment - L.A.D. (At Range Headquarters)

No. of Appliances	Turner	Mechanic (Sub/Cia Rank)	Fitter (Rank of FM)	Blacksmith (Rank of FM)	Upholstere (Rank of FM)	Borer (Rank of FM)	Electrician (Rank of FM)	Bench Fitter (Rank of FM)	Painter (Rank of FM)	Carpenter (Rank of FM)	Upper Division Clerk	Officer Orderlies (Rank of FM)	Watchman	Total	Tools required	Works to be executed
2 to 50 Appliances (Pumps of vehicles)	1	1	1	1	1	1	1	1	1	1	1	1	3	15	List Attached	Second Line Repairs

Those repairs which the Unit Repairs Organisation is not in a position to undertake.

Third Line Repairs viz

- (a) Change of Major assemblies
- (b) Complete and partial overhaul of major assemblies such as gear box differential (exe: engine)
- (c) Any other defect which is beyond Second Line Repair.

- Note:**
1. A trade allowance may be attached to each post, according to the local conditions, in addition to the pay and allowances admissible to the rank, to make the posts lucrative and to attract right type of persons.
 2. "Fire engine shall count as one appliance for the power engine unit and a separate appliance for the pump unit, whether composite or otherwise". Thus, a fire pump shall mean two appliances if the pump is mounted on the vehicle.

For Example :-

(1) Trailer Pump	-	One appliance
(2) Fire Pump or Engine	-	Two appliance

TOOLS AND EQUIPMENTS REQUIRED FOR LIGHT AND DETACHMENT

- | | | |
|-----|---|---------------|
| 1. | (i) Air Compressor, electric or petrol Engine driven 5-6 cu. ft. air per minute at 150-175 lbs pressure per sq. in complete | - One |
| | (ii) Air regulator, moisture separator and control valve with 2 guages for above | - One |
| | (iii) Steel pipes and fittings | - One |
| | (iv) Air Line Cocks | - One Set |
| | (v) Fixomatic couplier complete with connector | - Two |
| | (vi) High pressure ¼" bore air hose complete with ¼" female coupling B.S. threads at both ends, 50 ft. long | - Two lengths |
| 2. | Set of High pressure Guns comprising | |
| | (i) Grease Gun | - One |
| | (ii) Oil Spray Gun | - One |
| | (iii) Spray paint gun with 1 point cup | - One |
| | (iv) Water spray gun | - One |
| | (v) Air Blow gun | - One |
| 3. | Spark Plug Cleaner | - One Set |
| 4. | D.E. Spanners 3/8" to 7/8" | - One |
| 5. | Compression Guage upto 200 lbs. | - One |
| 6. | Ignition Timing Light | - One |
| 7. | Vaccum Fuel Pump Testner | - One |
| 8. | Electric hand drill 230 Volts A.C. ½" size | - One |
| 9. | Decarbonising Brush Set | - One |
| 10. | Battery charger as per requirements | - One |
| 11. | Service ramp and washing platform | - One |
| 12. | Hydraulic Fire Extinguishers Pressure Testing Machine | - One |
| 13. | Fire Hose Binding Machine (Big Size) | - One |
| 14. | Fire Hose Vulcanising Machine (Big Size) | - One |
| 15. | Lathe Machine (Medium Size) | - One |

CENTRAL WORKSHOP (AT STATE HEADQUARTERS)

No. of appliances	Chief Mechanic (Rank of ADFO)	Mechanic (Rank of Sub/O)	Asst. Chief Mechanic (Station Officer)	Fitters (Rank of LF)	Leading Electrician (Rank of L.F)	Electrician (Rank of FM)	Carpenter (Rank of FM)	Blacksmith (Rank of FM)	Upholsters (Rank of FM)	Tin Smiths (Rank of FM)	Turners (Rank of FM)	Painters (Rank of FM)	Vulcanisers (Rank of FM)	Welders	Storemen (Rank of FM)	Upper Division Clerk	Lower Division Clerks	Office Orderlies (Rank of FM)	Watchmen	Cleaners	Total	tools required	work to be executed
51-100 appliances (Pumps & Vehicles)	1	1	1	9	1	5	2	2	2	2	2	2	2	2	2	1	2	2	4	2	47	List attached	***

*** Third Line Repairs :-

Only those repairs with the L.A.D. is not in a position to undertake

Fourth Line Repairs, viz :-

- (a) Complete stripping of vehicles and re-assembling after repairs, major overhauls of complete vehicle including engine.
- (b) Body Building, Painting, Upholstery, Carpentry etc.

- Note:**
1. A trade allowance may be attached to each post. according to the local conditions, in addition to the pay and allowances admissible to the rank to make the posts lucrative and to attract right type of persons.
 2. "Fire engine shall count as one appliance for the power engine unit and a separate appliance for the pump unit, whether composite or otherwise". Thus, a fire pump shall mean two appliances if the pump is mounted on the vehicle.

For Examples :-

- | | | | |
|-----|---------------------|---|---------------|
| (1) | Trailer Pump | - | One appliance |
| (2) | Fire Pump or Engine | - | Two appliance |

LIST OF TOOLS AND EQUIPMENT REQUIRED FOR CENTRAL WORKSHOP

1. Engine Section

1.	Engine Analyser	-	One
2.	Portable Crank Pin Grinder complete, with attachment and driving motor 230 volts	-	One
3.	Parallel Jaw Bench vice 8" jaws	-	Three
4.	Swivel type bench vice 8" jaws	-	Two
5.	Exhaust Gas Analyser	-	One
6.	Technometer 0-1000 rpm, 0-3000 rpm face 8" dia Electricity type	-	Two
7.	Contact Dwell Indicator	-	Two
8.	Electric Motor 5 H.P. to run shaft for tools	-	One
9.	Timing Light	-	Two
10.	10 Ton bench drill press with hydraulic attachment and screw operated about 10" to 12" screw Dravel	-	One
11.	Hydraulic High Lift Jacks, trolley type:		
	(a) 3 ton capacity	-	Three
	(b) 6 ton capacity	-	Two
12.	Axle Stands adjustable 9" to 18" height	-	Six
13.	Connecting Rod and Piston aligning jig	-	Two
14.	Piston Pull Scale	-	Three
15.	Piston Groove cleaner	-	Three
16.	Piston Ring Clamp	-	Three
17.	Piston Ring Filling guage	-	Three
18.	Worm gear pulley blocks complete with monkey carriage 14 tons capacity underside of girder to inside of cross bar, 4 inches	-	One

II. Machine Section :

1.	(a) Centre Lathe, sliding surfacing screw cutting, Lathe 8'-9" bed, with standard auxiliaries, fittings, and electric motor	-	One
	(b) Dog chuk independent 12" dia	-	One
	(c) Self centering chuk 6" dia	-	One
2.	Sensitive Drilling machine pillar type 1 % capacity, with electric motor, complete	-	One
3.	Electric Grinder 6" motorised with wheel at either end	-	One
4.	Heavy duty Hack-saw power driven with motor	-	One
5.	Portable Floor Crane, Cantilever type with pulley and chain 1½ ton capacity	-	One

6.	"In the Block" Portable electric Crank shaft Grinder complete with rear wheel driving attachment and motor	-	One
7.	Flexible shaft with attachment and motor 3/4 HP and having 3 speeds - 1100, 3800, 6000 rpm	-	One
	"1/2" Heavy duty shaft for above complete with conplings	-	One
	"H" type Hand Piece	-	One
	Spindle M-24	-	One
	Adaptor H-213 for taking, Grinding Wheels	-	One
	Right angle Drive & Sender	-	One
	Felt Backing Pad	-	One
	Lambswool Bonnet	-	One
	Spading Discs 9" dia. Flat type 24 and 40 Grit	-	One
	Chuk type Hand piece for drilling, 0 to 5/10"	-	One
	Valve seat grinding attachment	-	One
	Valve seat grinding kit complete with starting	-	One
	Switch cangle carbon, brushes etc.	-	One
	Grinding wheel 4" x 1" x 1/2"	-	One
8.	Boring Bar complete with motor, attachments, gauges	-	One
9.	Portable crank pin grinder, motor voltage 220/230	-	One
10.	Hand operated connecting rod bearing inserting machine for all cars and trucks complete with necessary parts and attachments.	-	One
11.	Valve spring tester table type with large dial, for valve springs and clutch springs.	-	One
12.	(a) Air Compressor, electrically driven with starter, automatic start stop, gauges etc. complete for free air displacement of 25 of Lper minute, upto 185 lbs. per sq. inch pressure and air receiver of about 100 Gallons	-	One
	(b) Condensation trap for above	-	One
	(c) Flex-tip blow guns with 18" at One end and fixomatic connection at the other Air hose, extra strong quality 1/2" bore	-	100
	Couplex units with coupler and air chunk	-	3 Mlns
13.	Hydraulic Press hand-operated 40 ton capacity complete	-	One
14.	Electric Valve refractor with A.C. motor 230 volts single ph. -	-	One
15.	Electric Arc Welding Machine Operating on A.C. 3 Phase 400 volts, output upto 150 Amps. complete with welding torch Head, assorted sires clump earthing cable shield	-	One
16.	Line boring Machine for all cars and trucks	-	One
17.	"Electric Hand drills 230 Volts Uni. Capacity 1/4"	-	3 Nos
18.	Travelling chains hoist 1 1/2 ton capacity complete with chain and hook and money carriage	-	One
19.	Bench Drill press with 8" screw travel 2 ton capacity	-	Two
20.	Universal type tool post grinder precision type Grinding wheels guards, spindle, extension and electrical cord.	-	One

III. Smithy and welding Sections:

1.	Anvils	-	Four
2.	Swage Clock	-	One
3.	Heavy Duty Staple Leg vice 4"	-	One
4.	Bench vice parallel Jaw 5" size	-	One
5.	Bench vice swivel type 4" size	-	Two
6.	Pipe vice 4" size	-	Two
7.	Blower Electric H. P. 230 volts	-	Two
8.	Blower Hand 14" Size	-	One
9.	Acetylene Gas Generator, Medium size, Oxygen cylinders	-	One
10.	Gas welding equipment and tools complete set including nozzles, holders, goggles, hand gloves, shield, sprout	-	One
11.	Sledge Hammer 8 Lbs.	-	One

IV. Carpentry Section

1.	Hand saw to cut planks upto 6" thick complete with motor	-	One
2.	Circular saw bench with 12" blade and motor	-	One
3.	Planner jointer medium size motor driven	-	One
4.	Electric sander with 12" to 15" wheel motor driven	-	One
5.	Electric drills ½ Size	-	Two
	¼ Size	-	Two

Note : Electric supply in all cases. AC 3 Phase, 50 cps. 400 volts, and A.C. single phase 220/230 volts, 50 c.p.s

V. Testing and Inspection :

1.	Micrometer outside 0"	-	6 Nos.
2.	Micrometer Inside 0"	-	2 Nos.
3.	Cylinder Dial guage, size upto 4½"	-	2 Nos.
4.	Indicator Dial guage	-	2Nos.
5.	Stobescipic Revolution meter	-	1 No.
6.	Feeler Guages	-	5 Nos.
7.	Spark plugging guage	-	3 Nos.
8.	Mechanics tool kit complete in box	-	3 Nos.
9.	Compression guage upto 180/200 lbs. complete with attachments	-	2 Nos.
10.	Vacuum guage and fuel pump tester	-	2 Nos.
11.	Oil Pump Tester	-	2 Nos.
12.	Hydraulic Pressure Testing Machine for fire extinguishers	-	1 No.
13.	0 to 300 lbs. Pressure Gauge	-	1 No.
14.	Fire Hose Binding Machine (big size)	-	1 No.
15.	Fire Hose Vulcanising machine (big size)	-	1 No.

16. Battery Charger 1 to 12 batteries at a time

- 1 No.

VI. Recovery Section :

- (i) **Personnel:** They may vary from 4 to 6. This figure may be finally arrived at after determining the question relating to their trade, grade etc.
- (ii) **Break-down van** - A jeep wrecker - 4 WD capable of more than one kind of towing as a wrecker for a garage and Service Station, by fitting up additional equipment such as winches, mobile pumps, hydraulic lifts, terracing blades, off-set angle dozer, it may be useful for removing the debris or heavy equipment in the rescue work in the fire operations.
- (iii) **List of equipment** - As per list attached.

- Note:**
- 1. The workshop is not to be treated as a Commercial workshop. As such, it is not possible to run it at No Loss basis.
 - 2. Additional staff as required, may be appointed depending upon the quantum of work to be undertaken in a particular workshop.

LIST OF RECOVERY EQUIPMENT

1.	Set Spanner Set	-	One
2.	Box Spanner Set	-	One
3.	Screw Driver 12"	-	One
4.	Screw Driver 16"	-	One
5.	Screw Spanner 16"	-	One
6.	Hammer 2½ lbs.	-	One
7.	Cutting Plain	-	One
8.	Jack		
9.	Grease Gun		
10.	Oil Can		
11.	Pump		
12.	Pipe Wrench		
13.	Grounder anchor with pin		
14.	Tarvalla winch		
15.	Snatch block steel wire rope		
16.	Snatch block hemp rope		
17.	"D" big		
18.	"D" small		
19.	Half Chain		
20.	Tow Chain		
21.	Towing Pole		
22.	Towing Frame		
23.	Towing Ambulance		
24.	Steel Wire rope bundle		
25.	Hem Rope bundle		
26.	Hammers large 10 lbs.		
27.	Dak Chain		
28.	Shovels		
29.	Pick axes		
30.	Axes		
31.	Ground Roller (Wooden)		
32.	Planch moving gun		
33.	Grips wire bull dog type		
34.	Rope Grip		
35.	Sheer longs		
One vehicle fitted with crane preferably a jeep			

PERSONNEL (Recovery Section)

Crew - (1) Incharge
 (2) 2nd-in-command
 (3) Two or four firemen on the machine including driver

APPENDIX "18-A"

REPORT OF THE SUB-COMMITTEE ON ORGANISATION OF FIRE SERVICE COMMUNICATIONS

(See para 3 under 18 Communication and Alarm)

Report of

Communication Sub-Committee of SFAC

(Constituted at its XVIII Meeting)

Terms of Reference:-

1. The 18th Meeting of SFAC constituted the Communication Sub-committee to assess the communication requirement of Fire Services in India and recommend ways and means of modernizing them in the following aspects:
 - (a) Requirements and scales of communication facilities for various levels of fire stations including Brigade Headquarters Fire Station.
 - (b) Manpower requirements and financial implications of additional allowances, if any, for dual trade personnel.
 - (c) Communication training required for various categories of personnel who are required to use, operate and maintain communication systems.

II The Sub-Committee consists of :

- | | | | |
|-----|--|---|----------|
| (1) | Lt. Col. R.M. Rajan ADG (Comns) MILA | - | Convenor |
| (2) | Shri R.S. Sundaram Chief Fire Officer, Delhi | - | Member |
| (3) | Shri P.C. Gupta, ADG (PHB) DG, P&T | - | Member |
| (4) | Shri S.S. Jena, Representative, Government of Orissa | - | Member |

PART I

III Requirement of Communication Facilities

The following types of communication facilities are required by every Fire Service:-

- (a) Reliable and easily available facility in the form of telephones for the public to convey the information of incidence of fire to the Fire Station.
- (b) Reliable Line and radio communication between the Hqrs. Fire Station and all the Fire Stations in the city/town.
- (c) Radio communication between the Fire Stations and its appliances deployed on operational duties.
- (d) Radio communication between the appliances and the crew.
- (e) A well established control room at the Brigade Hqr. Fire Station and Watch Rooms at Fire Stations

at all levels.

- (f) Control Van with full communication facilities capable of controlling large as a forward control.

IV. Communication between the public and the Control Room for obtaining information regarding incidence of fire

The following measures intended to strengthen the communication facilities available between the general public and the control room for the purpose of passing information regarding fire incidence:

- (a) All Control Rooms at the HQ Fire Stations should be equipped with dialing facility form public telephone system- dial No.1 01. Where such facility does not exist at the moment, effort must be made to provide it at an early date. The number of 101 connections at the Control Room should depend upon normal statistics of simultaneous fire alarm calls received by the Control center. As a rough guide for the first 5 lakhs population one connection, and thereafter for every additional 5 lakhs one additional connection of 101. This should be provided on PBX numbering system so that in case one telephone is engaged automatically the other telephone is put through (hunting facility).
- (b) Fire Alarm System - Certain of the metropolitan cities have old fire alarm system installed but at present lying in various stages of disuse. Local Fire Service should assess their utility and recommend renovation or otherwise to the P & T for necessary action.
- (c) Putting through 101 calls over PCO connections should be made possible by P&T in all towns. P & T should also make it a condition to permit 101 calls from PCOs.
- (d) Telephones available with the public and government telephones should be mobilized and made available for putting through fire alarm calls.
- (e) It should be made mandatory at advice of Chief Fire Officer to provide non-exchange lines between the Fire Control Centre and the Control Rooms of large industries, establishments and so on at their cost so that direct communication is possible in calling for help.

V. Reliable line communication between Hqrs. Fire Service Control Centre and all Fire Stations under its control.

The following facilities should be provided between the Hqrs. Fire Station Control Room and all the Fire Stations:-

- (a) Control Room of Hqrs. Fire Station should have direct line communication to all its Fire Stations. In case the Fire Stations are grouped on divisional basis in large cities with setting-up of Divisional Control Rooms. Line communication should be provided between the main Control Station and the Divisional Control Station and also from the Divisional Control Station to the Fire Station in its jurisdiction.
- (b) At the IIQs and Divisional ends there should be an exchange of capacity 5 plus 20, and in case of Fire Stations, telephone should be provided.

VI Radio communication between Hqrs. Fire Control and all Divisional and other Fire Station.

There should be a radio net with control at the Hqrs. Fire Station Control Room working to out-stations in all the Fire Stations of the City/Town. The Control Station should be of the capacity of 50 watts VHF and the out-stations 15 W VHF. 1/6th of the total number of sets authorized will be provided as reserves with a minimum one of each type.

Two VHF frequencies one as operational and another is stand-by should be allotted for this net.

VII. Communication between the Hqrs. Control & the Appliance

Every appliance whether water tender, towing vehicles and rescue vehicles or any other special appliances all will be provided with the following radio equipment :-

- (i) A 15 W set with accessories capable of working to the Hqr. Fire Control.
- (ii) A 15 W set to function as a Control Station to work forward to the fire crew working on the fire ground.
- (iii) Two 3 W VHF sets men-pack to be carried in the appliance to be used by the crew when they are deployed on the fire ground.
- (iv) A total of 8 frequencies will be allotted for the appliances net. These are required to be used at the discretion keeping in view usual interference and deployment. The sets provided should be capable of functioning on 6 to 8 channels.
- (v) All vehicles of CFO, DCFO, DFO, AFOs will be provided with a 15 watts VHF set.

VIII Control Room Layout

- (a) Lay Out of control room for the Brigade Hqrs. is given in the attached annexure.
- (b) The following facilities should be available in any Hqrs. Control Room:-
 - (i) The Control Room should consist of 3 compartments the dimensions of which will depend upon accommodation available at the level of the Control Room. One compartment is intended for the Control Room Incharge, the second Main Watch Room for the Brigade and the third for the radio facility. Additional accommodation in the form of store, generating room, rest room may be provided,
 - (ii) The Main Watch Room should contain the console having the termination of following communication facilities:-
 - (iii) One telephone with two extensions from P & T Exchange - These will be provided for the Mobilisation Officer and with one extension working for the Control Room and another in his residence.
 - (iv) On operational PBX with multiple boards at the scale of one per position on the console. this PBX will have the terminations of non-exchange lines to all the fire Stations, Lines to the Control Room of Police. Civil Defence, water Works, Electricity Board and other essential services as required.
 - (v) Termination of public address system to all the barracks, residential area, crew rooms appliances room and other essential areas.
 - (vi) Central Control of warning lights associated with PA system.
 - (vii) Remote operation of radio control.
 - (viii) Tape-recording facilities of all in-coming and out-going calls and mobilization orders.
 - (ix) Controlling of traffic lights in close proximity to the exit of the appliances.
- (c) Watch-rooms of Fire Stations - The following facilities will be available in the watch rooms of dependent fire stations:-
 - (i) Telephones on the non-exchange lines working to the Control room.
 - (ii) One telephone connection with extension from the Post & Telegraphs Exchange.
 - (iii) One telephone at the resident of officer I/C fire station.
 - (iv) Radio-terminal working to the control at Brigade headquarters Control Room.
 - (v) P.A. system with outlets to crew room, appliance room, residential areas and other important areas.
 - (vi) Control of traffic lights at the exits of the fire station.

IX. Mobile Van

In case of large fires, where control has to be exercised by a senior officer of the Fire Service on the fire ground itself, there will be a requirement of an mobile van to establish the forward control of the operation. This Mobile Van should have the following facilities:-

- (i) Two radio terminals one working to the Control Room in the Headquarters fire- stations and the another working forward to the appliances in the fire ground. the set working back to the control would be of the capacity of 50 - W VHF, and the one working to the appliances will be of 15 - W VHF. The layout is given in the attached diagram. It will have facility for staff compartment in which conference could be held and plans formulated to control the operations. It will have facility of telephone connection from the P& T Exchange - pent houses on the side of the mobile vans to facilitate accommodation in case of prolonged operations.

PART II

Man-power Requirements

All members of the Fire Service should be capable of talking over telephone and radio. Training in radio telephonic procedure should be imparted to all the members.

The radio sets that are located in the appliances will be in charge of the leading fireman or the sub-officer depending upon the appliances involved.

Control Room Staff at Brigade headquarters Fire Stations

- | | | |
|---|--|--------|
| (1) Control Room Incharge | (Mobilisation Officer of the rank not less than Station Officer) | 1 |
| (2) Watch Room Operator for 101- Connection at the scale of on per position | He will be responsible to operate the position on the console | 2 |
| (3) Occurrence Book I/C (Fireman) | |1 |
| (4) Mobilisation Map I/C (Fireman) | |1 |
| (5) Radio Communication I/C (Leading Fireman or equivalent) | |1 |
| (6) One operator per Static Radio Terminal | |1 |
| (7) One Messenger (Fireman) per shift | |1 |

Fire Station Watch Room Staff

- | | | |
|-----|---|---------|
| (1) | Incharge (not less than a leading fireman or equivalent). | 1 |
| (2) | Telephone-cum Radio Operator or equivalent | 1 |
| (3) | Messenger | 1 |

Maintenance of Radio Equipment

1. One Radio Technician per five pieces of radio equipment.
2. One leading Fireman to equivalent Radio Mechanic for 25 pieces of equipment.
3. One Foreman (equivalent to Class II Gazetted Officer) for 100 pieces of equipment. His additional responsibility will be plan, establish and maintain system and be incharge of all communication facilities of the fire stations.

PART-III

Training

For efficient functioning of the communication system it should be ensured that all personnel involved in communication duties are adequately trained. For this purpose, the following recommendations are given:-

(a) **Fire Service Communication Officer Course :-**

Object :- To plan, establish, supervise communication layout in Fire Brigade.

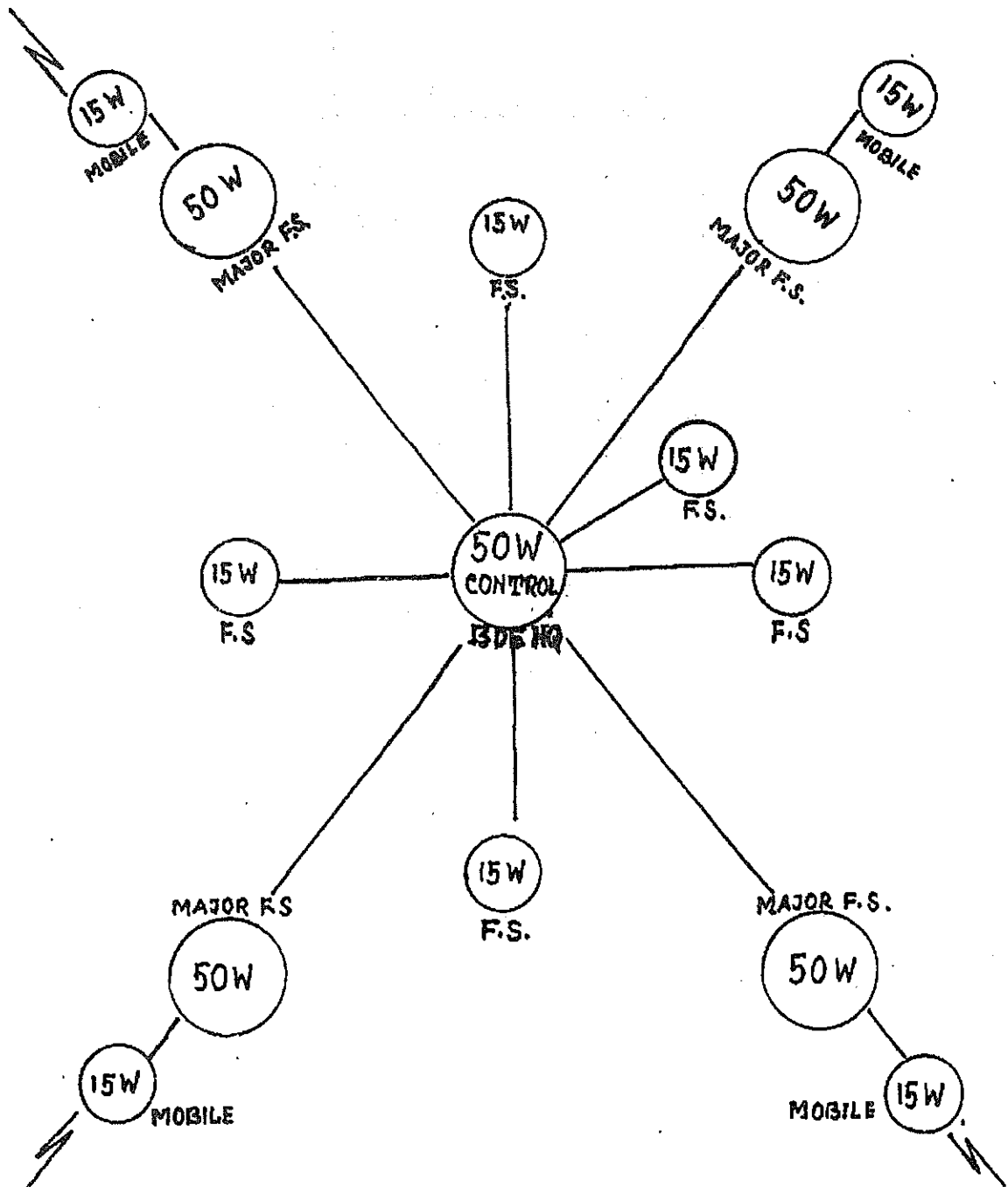
Level :- Station Officer.

(b) **Communications Instructor Course: -**

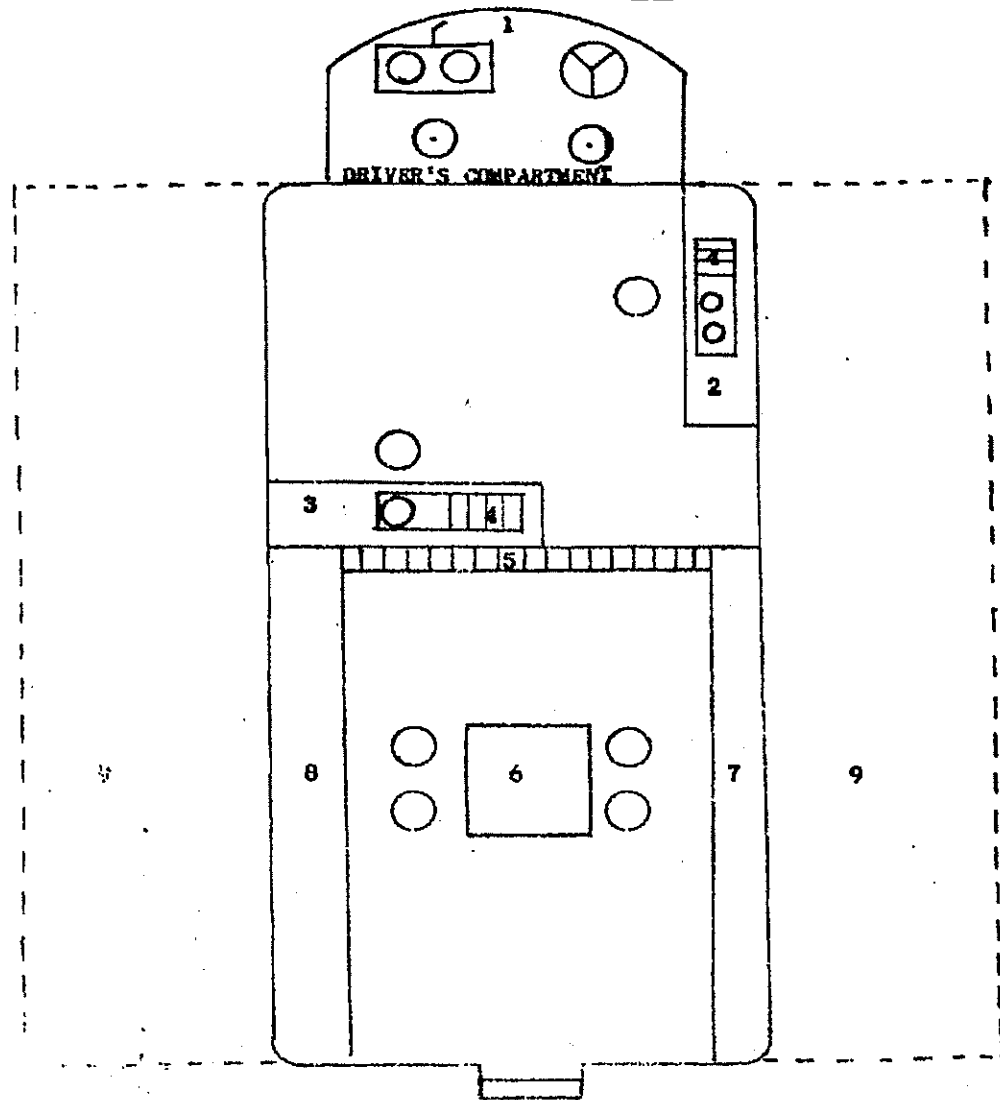
Object:- To train Fire Service Instructor to organize training in their own Brigade of all FS Personnel in the use of Radio Telephony.

Level :- Sub-Officer.

SIMPLEX RADIO GRID



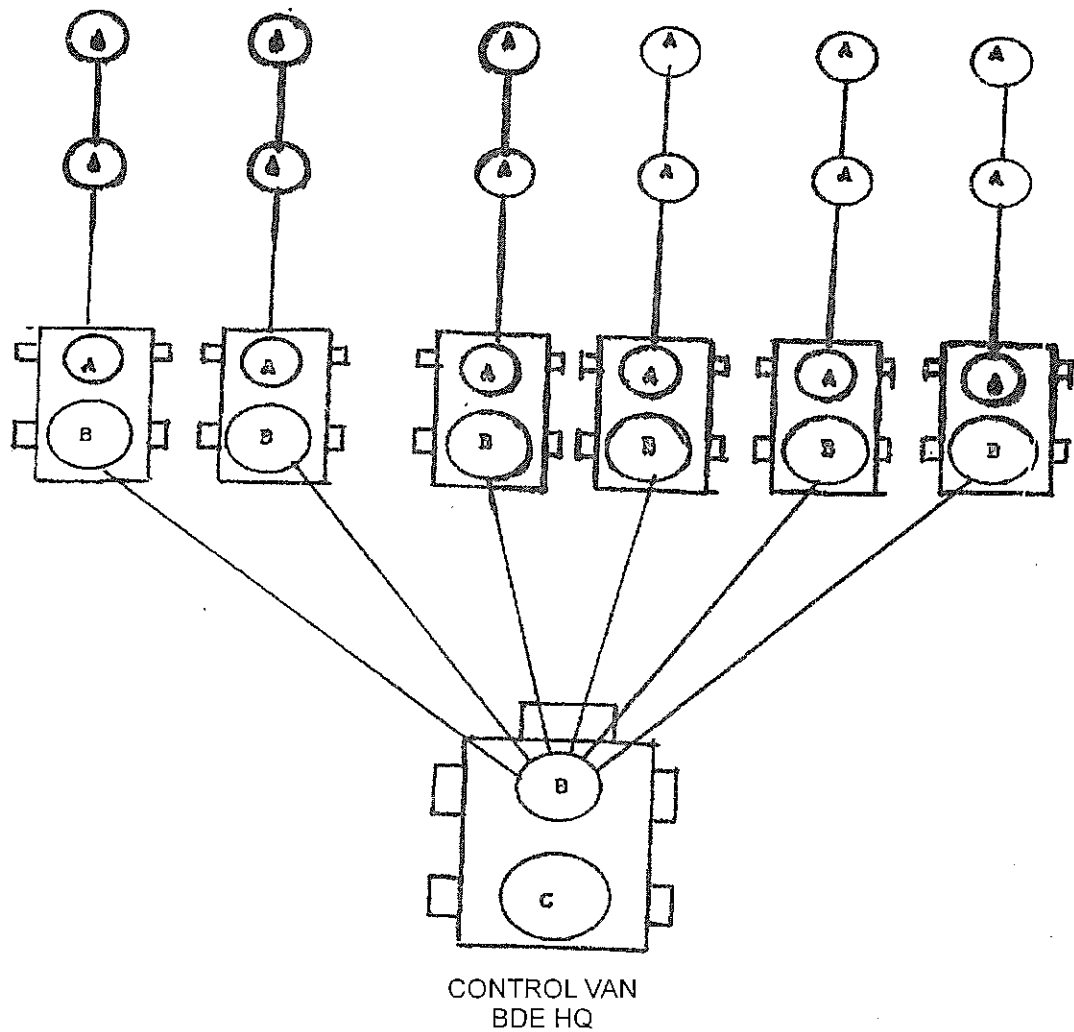
CONTROL VAN **3 TON VEHICLE**



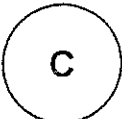
LEGEND

- | | | | | |
|---------|---|---|---|---|
| 1. | : | : | : | Remote control Radios |
| 2. | : | : | : | 15 Watt VHF Set |
| 3. | : | : | : | 50 Watt VHF Set |
| 4. | : | : | : | Map |
| 5. | : | : | : | Half Glass Partition |
| 6. | : | : | : | Conference Table |
| 7. & 8. | : | : | : | Side Boards |
| 9. | : | : | : | Pent House for additional accommodation |

FIRE GROUND RADIO COMMUNICATION



LEGEND

-  0.75 Watt Walkie Talkie
-  15 Watt VHF
-  50 Watt VHF

**RECOMMENDATION OF THE FIRE PROTECTION SEMINAR HELD BY M.H.A. ON 19th -
20th NOVEMBER, 1974**

RECOMMENDATIONS

(See para 13 under 19 Water Supply)

SESSION 1

FIRE SAFETY IN HIGH RISE BUILDINGS

1. Fire Safety Requirements for Buildings

- (a) For the time being, all buildings with a height of over 15m should be termed high rise buildings. The height of high rise buildings may be reviewed after building bye laws have been revised and fire services have been properly equipped.
- (b) Local Authorities should immediately take up revision of their building bye-laws, to cover fire safety requirements of all buildings in their respective jurisdiction particularly the buildings which are more than 15 m high. The revision should take into account the National Building Code of India and local conditions and should include the following compulsory provisions.
 - (i) Consultations with the local Fire Chief at the Planning stages of the building;
 - (ii) Approval of the local Fire Chief before grant of occupancy certificate;
 - (iii) Annual inspection by local Fire Chief or his representative and withdrawal of licence for occupation of building in case of any alterations seriously affecting fire safety;
 - (iv) Prohibition in the use of high rise buildings for hazardous occupancies, unless such buildings are located away from populated areas and extra fire safety measures are taken;
 - (v) Provision of safe refuge areas and aggress routes in all buildings which are over 24m high;
 - (vi) Provision of automatic fire detection system, with facility for simultaneous alerting of fire services;
 - (vii) Provision of emergency communication facilities for contacting occupants of all floors;
 - (viii) Provision of sprinklers in the entire building (height to be determined according to occupancy), except in places where water should not be used. In such places, other automatic fixed fire extinguishing installations should be provided;
 - (ix) Provision of adequate stored water supply for fire service use and installation of wet risers, internal, hydrants, fire hoses and hose reels at every landing;
 - (x) Provision of first aid fire fighting appliances in the form of fire extinguishers;
 - (xi) Provision of automatic escapes and rope ladders in all buildings upto 24 m high;
 - (xii) Provision for using the roof of all building over 30m in height for carrying out rescue by helicopters;
 - (xiii) Provision of adequate number of lifts for fire service use;
 - (xiv) Alternative source of power, which should take over automatically in case of failure of normal power supply in all buildings exceeding 24 m in height. consideration should be given for this provision to be made common for groups of buildings in the interest of economy.
- (c) All existing high rise buildings (over 15m high) should be surveyed and the owners should be

required to provide reasonable fire safety measures within a specified time.

- (d) I.S.I. should take up the formulation of National Fire codes which should be enforced by law.

2. Development & Expansion of Fire Services

Immediate steps should be taken for the development and expansion of fire services. The following measures are recommended for achieving this:

- (a) The State Governments should enact the Fire Force Bill, take over the fire services and organize them as a separate department of their respective States, with a professional Head of Service. All Union Territories should be treated as a single cache for this purpose and their fire services should be controlled by the Ministry of Home Affairs.
- (b) Development and expansion of fire services should be included in Five Year Plans of respective States.
- (c) General Insurance directly benefits if the fire service is efficient and well organized. The General Insurance Corporation should, therefore, share the cost of development and expansion of fire services including the research Programme.
- (d) Facilities for training fire officers with a view to prepare them for higher responsibilities should be expanded.
- (e) There should be a 'System approach' to the development of fire services so that all facets of the service receive equal and simultaneous attention.

RECOMMENDATIONS

SESSION 2

WATER FOR FIRE, FIGHTING

1. Managements of all high rise buildings (over 15m high) and industrial premises should be required to provide stored water supply for the use of fire service for fighting fire in their premises. The requirements should be assessed by the local Fire Chief. The local Tariff Advisory Committee representative, where available, should also be associated with such assessment.
2. Railways, Airports, Port Trusts and Public Sector Undertakings should provide their own stored water supplies for fire fighting in addition to piped supplies.
3. All possible steps should be taken for conservation of water for fire fighting. The following measures are recommended:
 - (a) Arrangements should be made for early detection and expeditious reporting of outbreaks of fire to the fire brigade.
 - (b) Fire stations should be judiciously sited and their number increased.
 - (c) Fire appliances, proceeding to a call, must get the right of way.
 - (d) Mixing of additives to water to make it more effective and to reduce its requirements should be practiced. The Fire Research Division of Central Buildings Research Instituted and Defence Institute of Fire Research should develop these additives and the techniques of their use on a high priority basis and make the additives available to the fire services at economical rates.
 - (e) Fire Service should make increasing use of agents, like foam, light water, high expansion foam, etc. and should be equipped for this purpose.
4. All possible efforts should be made for the utilization of natural sources of water.
5. The guidelines given in IS : 6070 - 1971 should be adopted for normal fire fighting needs, ISI should be requested to specify definite scales in this standard. For Civil Defence towns and high risk areas, the scales should be doubled that of the normal risks. For high hazard occupancies, the requirements of water supply should be worked out on the merits of each case.

RECOMMENDATIONS

SESSION 3

INDIGENOUS DEVELOPMENT OF FIRE FIGHTING EQUIPMENT

1. Fire Service Equipment must be of the highest quality and must be readily available.
2. To assist the manufacturers in achieving high standards and in effecting timely deliveries, they should be given a positive estimate of the country's requirements over the next five years.
3. Research & Development efforts should be strengthened, both at the C.S.R.I. and D.I.F.R. and in the manufacturing organisations, with a view to effectively tackle the problems of development of improved equipment and techniques.
4. A Central purchase and holding organisation should be set up. This organisation should assess the overall requirements of the country, purchase the equipment as per this assessments and stock it in one or more Central Depot(s). The Fire Services can then draw equipment from the Central Depot. If necessary, Financial Regulations should be suitably amended.
5. Proper testing facilities should be provided and all equipment procured by the Central Purchase and holding organisations should be subjected to strict quality checks.
6. A Central Inspectorate of Fire Services should be set up in the Ministry of Home Affairs to assist the State Governments in assessing the requirements of their fire services and to guide them in all matters concerning the development, expansion and maintenance of standards of their fire services. Such an Inspectorate should also co-ordinate the requirements of training, research and development and similar matters.
7. General Insurance Corporation should accept only certified/approved fire appliances for the purposes of granting insurance rebates.

FIRE SERVICE EMBLEM

(See para 4 under 20 Service Motto and Emblem)



FIRE SERVICE FLAG

(See para 6 under 20 Service Motto, Emblem and Flag)



Colour scheme of Fire Service Flag is as follows:

- i) Background Colour Yellow at top and red at bottom.
- ii) Helmet black with crossed firemen's axes in front.
- iii) Axes all black
- iv) Concave and Convex bases silver white with black lettering in them
"We serve to save" and Fire Services.

(Blank will be filled up by the name of the F.S./Organisations)

- v) Betel leaves at lower base Corner - black on Flag "B".
- vi) Dimensions 6' by 4'
- vii) Theme of the colour would be - Yellow - Chivalry/Sacrifice/help
 Red - Fire/Danger/Destruction
- iii) Other themes - Helmet - protection
 Axes - Rescue
 Bases - Firmness

APPENDIX "21-A"

FORMS FOR COLLECTION OF FIRE STATISTICS

(See para 1 under 21- collection of Fire Statistics)

PROFORMA 'A'

PARTICULARS TO BE COLLECTED FROM ALL FIRE SERVICES IN THE COUNTRY

Name of Service _____
Name of Town _____
District _____
State _____

1. Area in square miles and rateable value.
2. Population.
3. Fire Risks Covered.
 - (a) Textile, woolen, silk and artificial silk No. (Rayon etc. Mills)
 - (b) Ginning Mills _____
 - (c) Cotton Dresses _____
 - (d) Oil Mills _____
 - (e) Petrol and Oil storages and refineries _____
 - (f) Match factories, Fire Works and Explosives manufacture _____
 - (g) Explosive stores _____
 - (h) Processed involving dangerous petroleum products.
 - (i) Cinematograph films, celluloid, plastics and bakelite work _____
 - (j) Timber and wood workings, paper manufacture _____
 - (k) Chemical works _____
 - (l) Gas and Electricity Undertaking _____
 - (m) Docks, Railways and Air Port Installations _____
 - (n) Ware-houses, goods yards and goods sheds _____
 - (o) Manufacture of rubber goods _____
 - (p) Other (Give details) _____
4. Fire risks around the town (Details to be given)
5. Water facilities : No and experiments
 - (i) Hydrants _____ capacity _____
 - (ii) Water ponds _____
 - (iii) Refilling places _____
 - (iv) Wells, Rivers and Canals _____
 - (v) Other facilities like static tanks, storage tanks, etc. _____
6. Communication system.

Is there any organisation for collection of statistics relating to losses due to fires in town irrespective of whether such fires are attended to by the Fire Services or not.
7. If so, what statistics, if any are being collected.
8. Any other special points not covered by Nos. 1 to 8 above.

PROFORMA 'B'

PARTICULARS TO BE COLLECTED FROM ALL FIRE SERVICE IN THE COUNTRY

Name of Service _____

Name of Town _____

District _____

State _____

1. Fire appliance
 - (a) Motor pumps with capacities _____
 - (b) Water Tender with capacities _____
 - (c) Trailer pumps with capacities _____
 - (d) Manual Pumps _____
 - (e) Canteen Vans _____
 - (f) Fire Boats _____
 - (g) Fire Escape Ladders, Extension ladders etc (with max. heights).
 - (h) Turn table ladders _____
 - (i) Foam and Crash tenders _____
 - (j) Emergency Tenders _____
 - (k) Control Post vans _____
 - (l) Rescue gears etc. _____
 - (m) House Laying Lorries _____
 - (n) Breakdown vans _____
 - (o) Other vehicles _____

Note:- In each case give the number of appliances not in working order in brackets.

2. Equipment
 - (a) Wireless scheme (if in operation) .
Users (fire Brigade only or joint scheme).

No. of fixed stations _____
No. of mobile stations _____
 - (b) Hose (total length in feet) _____
 - (c) Breathing apparatus (No. of sets) _____
 - (d) Lighting sets:
 - (i) Electric _____
 - (ii) Other forms _____
 - (e) Oxy-Acetylene cutting outfits (No. of sets) _____
 - (f) Foam Equipment (Not extinguishers)
 - (i) Generators _____
 - (ii) Foam making branch piles. (Give capacities)
 - (g) Street Fire Alarms (Total No.) _____

3. Number of Fire Stations

4. Staff Superintendence: Principal Officers
Scale of Pay and allowances
Whether entitled to free quarters
Other terms and conditions of service.

22. Whether the fire services are also used for such purposes as watering roads, supplying water to public, pumping water due to floods, etc.
If so on what conditions:
23. Does your fire fighting equipment conform to standard specification of fire appliances and equipment. If not, please supply copies of specifications of your equipment.
24. Which of your fire fighting equipment are obtained from manufactures in India or procured from foreign countries.
25. State your estimated annual requirements of all equipments.
26. Any other special points not covered by Nos. 1 to 25 above.

PERFORMA 'C'

STATISTICS OF ANNUAL LOSS OF LIFE AND PROPERTY DUE TO FIRE

For the year 19 to 20

Name of Service _____
 Name of Town _____
 District _____
 State _____

- (1) No. of fires annually and amount of fire losses each year for the preceding three years.
- (2) No. of lives lost and saved due to first each year for the preceeding three years.
- (3) Statistics of fires for the year under report.

Types of Fires (1)	No. of Fires		Total
	Small (2)	Medium (3)	
(i) Household			(5)
(ii) Textile, Woollen, silk etc. Mills			
(iii) Oil Mills, Factories, ginning & Pressing works & Manufacturing concern			
(iv) Graineries			
(v) Storages Warehouses, goods Yards and Sheds			
(vi) Explosives, Fireworks, Match Factories etc.			
(vii) Chemical fires			
(viii) Cellulose spraying and lacquar manufacture			
(ix) Electrical fires			
(x) Chimney fires			
(xi) Timber and wood works etc.			
(xii) Cinematograph films, celluloid plastics etc.			

- (xiii) Locks, Airport and Railway installations
- (xiv) Petroleum and Oil and Refining installations
- (xv) Shops, Offices and commercial establishments
- (xvi) Theatres, Cinemas, Dance Halls and places of public assembly
- (xv) Shops, Offices and commercial establishments
- (xvi) Theatres, Cinemas, Dance Halls and places of public assembly
- (xvii) Educational Institutions, Libraries, Hospitals etc.
- (xviii) Gas, Electricity, Water, Sewage undertakings
- (xix) Professional establishments
- (xx) Farm lands, Hay stocks, crops Hay ricks etc.
- (xxi) Forest Plantations
- (xxii) Rail and road Vehicles & Polling stock.
- (xxiii) Refuse and outdoor storages
- (xxiv) Miscellaneous

TOTAL

Note: "Small fire" - a fire with an estimated loss of Rs. 10,000 and below.
 "Medium" fire with an estimated loss of over Rs. 10,000 and upto Rs. 50,000
 "Serious" fire - a fire with an estimated loss of over Rs. 50,000
 Any fire where in there are human casualties or deaths to be considered as "Serious Fire" even if the estimated loss may be anything upto Rs. 50,000.

- (4) Total number of False Alarms of Fires :-
 Malicious Due to defective alarms with good intention Total
- (5) Supposed causes of fires.

Types of Fires	Careless burning of waste or grass lands	Dust Explosions	Radiation	Pot ashes	Naked Light	Chimney	Electrical origin	Explosives	Gas, Coal furnace	Idleness	Sparks from locomotion	Mechanical heat or spark	Ovens, stoves or open fires	Careless smoking	Spontaneous combustion	Chemical reaction	Miscellaneous	Unknown	Total
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
(i) Household																			
(ii) Textile, Woollen, silk etc. Mills																			
(iii) Oil Mills, Factories, ginning & Pressing works																			
(iv) Graineries																			
(v) Storages and warehouses, goods yards and sheds																			
(vi) Explosives, Fireworks, Match Factories etc.																			
(vii) Chemical fires																			
(viii) Cellulose spraying and lacquer manufacture																			
(ix) Electrical installations																			
(x) Chimney fires																			
(xi) Timber and wood works etc.																			
(xii) Cinematograph films, celluloid plastics etc.																			
(xiii) Docks, Airport and Railway installations																			
(xiv) Petroleum and Oil and Refining installations																			
(xv) Shops, Offices and commercial establishments																			
(xvi) Theatres, Cinemas, Dance Halls and places of public assembly																			
(xv) Shops, Offices and commercial establishments																			
(xvi) Theatres, Cinemas, Dance Halls and places of public assembly																			
(xvii) Educational Institutions, Libraries, Hospitals etc.																			
(xviii) Gas, Electricity, Water, Sewage undertakings																			
(xix) Professional establishments																			
(xx) Farm lands, hay stocks, crops																			
Hay ricks etc.																			
(xxi) Forest Plantations																			
(xxii) Rail and Rolling stock																			
(xxiii) Refuse and outdoor storages																			
(xiv) Miscellaneous																			

APPENDIX "21-B"

REVISED FORMS FOR COLLECTION OF FIRE STATISTICS

PROFORMA RELATING TO FIRE STATISTICS

(For Urban Areas)

(See para 2 under 21 Collection of fire statistics)

PART -1

General Particular

year _____

Name of Town/City _____

District _____

State _____

Name of Fire Service _____

No. of Stations in the Town/City _____

Details	Town/City	Adjoining Rural Areas covered, if any
1	2	3
(a) Area in sq. miles		
(b) Rateable value in Rs.		
(c) Population		
(d) Fire Risks covered		
(i) Textile, woollen work and artificial silk, Rayon etc. mills (Nos.)		
(ii) Ginning mills		
(iii) Cotton Presses		
(iv) Oils Mills		
(v) Petrol & Oil Storages and Refineries		
(vi) Match factories, Fire Works and explosives manufacture		
(vii) Explosive stores		
(viii) Processes involving dangerous petroleum product		
(ix) Cinematograph films, celluloid, plastics and bakelite work		
(x) Timber and wood working paper manufacture		
(xi) Chemical Work		
(xii) Gas and Electricity Undertakings		
(xiii) Docks, Railway and Airport Installations		
(xiv) Warehouses, goods, yards and goods sheds		
(xv) Manufacture of rubber goods		
(xvi) Other goods (given details)		

2. Is the Fire Service maintained by the State Government? If so, under which Department of the State

- Government?
3. If the Fire Service is not maintained by the Government, state the Authority, e.g. Corporation/Municipality/Local Board or by Private Bodies by which it is maintained.
 4. Does the Fire Service maintain First Aid and/or Ambulance unit?
 5. (a) Average annual expenditure on the Fire Service:
 - (i) Recurring _____
 - (ii) Non-Recurring _____
 - (b) How the expenditure is met?
 - (c) Is any fire tax being levied (details) :
 6. Does the Brigade attend to fires outside the area covered by it (see Item No.1) If any charges are levied, what are they:
Give details of any mutual aid scheme in force.
 7. Are the fire services used for purpose such as watering road, supplying water to public, pumping water due to floods, etc. ? If so, on what conditions?
 8. Is there any organisation for collection of statistics relating to fires? If so, what statistics are being collected?
- A copy of proforma used to be enclosed.

PART - II

(1) Fire Appliances

Sl. No.	Items	Number in working order	Number not in working order	Total	Estimated requirement for the next
1.	Motor Fire Engine with capacities (in gallons/ litres per minute)				
2.	Water tenders/Tanks with capacities (in gallons/ litres per minute)				
3.	Trailer Pumps with capacities (in gallons/litres per minute)				
4.	Pump scape with capacities (in gallons/litres per minute) per size.				
5.	Turn Table Ladders with size.				
6.	Fire Boats with capacities (in gallons/litres per minute)				
7.	Manual Pumps				
8.	Towing vehicles				
9.	Canteen Vans				
10.	Foam & Crash Tenders with total capacity and discharge rates.				
11.	Emergency Tenders				
12.	Control Post Vans				
13.	Hose Laying Lorries				
14.	Breakdowns Vans				
15.	Other vehicles (staff cars, motor cycles and cycles etc.)				

16. Ladders - Extension
17. Ladders - First Floor
18. Ladders - Hook
19. Ladders - Scaling
20. Rescue gear (give details)

(2) Equipment

- (a) Wireless Scheme (if in operation)
Users (Fire Brigade only or joint scheme) _____
No. of fixed stations _____
No. of mobile stations _____
No. of walkie talkie sets type (AM or FM) Frequency _____
- (b) Hose (total length in feet) _____
- (c) Breathing apparatus (No. & type of sets) _____
- (d) Oxy-Acetylene cutting outfits (No. of sets) _____
- (e) Lighting Sets:
(i) Electric _____
(ii) Other Forms _____
- (f) Foam equipment
(Not extinguishers)
(i) Generator/Inductors _____
(ii) Foam making Branch pipes _____
(give capacities)
(iii) Foam Compound (gallons)

(3) Accountments:

Qty. Period for which issue

Fireman's Axe.
(Type ordinary/insulated)
Gas Masks (Type)
Helmets (Steel/Leather)
Belt & Pouch

(4) What are the arrangements for repair and maintenance of the equipment and appliances?

(5) Communications system:

- (a) Telephone (State 'Yes' or 'No')
- (b) Street Fire Alarms (Nos.)
- (c) Other facilities

(6) Staff:

Sl.	Designation No.	Scale of Pay (in Rs.)	Allowances Admissible (in Rs.)	Any other terms of service	Sanctioned Strength Regular Leave & trg. reserve	Remark
(a)	(b)	(c)	(d)	(e)	(f) (g)	(h)

(7) If any auxiliary Fire Service maintained?
If so, give its strength and other details.

(8) Training of personnel: Is there a training school? If so, give details of course, duration of each course and syllabi.

Sl. No.	Source	Number fit for Fire Fighting		Approximate Capacity (wherever applicable)
		Perennial	Seasonal	
1	2	3	4	5
1.	Static Tanks			
2.	Hydrants (on Mains 6" and above)			
3.	Hydrants (on mains below 6")			
4.	Storage tanks			
5.	Rivers			
6.	Canals			
7.	Wells			
8.	Water Ponds			
9.	Any other facilities			

PART III

(1) Statistics of human and animal lives rescued/lost due to fires in the year under report:

Sl. No	Types of rescue work	Number
1	2	3
1.	Persons rescued without injuries or burns	
2.	Persons rescued with burns and/or injuries who subsequently recovered.	
3.	Persons rescued alive with burns and/or injuries who subsequently died.	
4.	Human lives lost before arrival of fire brigade.	
5.	Casualties amongst fire service personnel	
6.	Animal rescued alive.	
7.	Animal lives lost	

(2) Approximate value of property lost by fire during the year under report, classified according to ownership.

Sl. No.	Type of Property	Approximate Value of Property Lost(in Rs.)
1.	Government	
2.	Local Bodies	
3.	Private	
	(a) Mainly Industrial	
	(b) Mainly Residential	
	(c) Other including rural	
Total		

(3) Total number of False alarms of Fires

Sl. No	Type of Alarms	Number
1.	Malicious	
2.	Due to defective alarms	
3.	with good intention	
Total		

(4) Statistics of Fires for the year under report

Types of Fires	Firing Dust Radia- Hot Haked Chim- Electri- Explosives Gas Sparks Insen- Mech- Ovens Mech- Ovens Care- Spont- Che-Miscel- Not																							Total Remarks	
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25
1. Household																									
2. Textile woollen, silk etc. mills																									
3. Oil Mills factories, ginning & pressing works and other manufacturing concerns																									
4. Graineries																									
5. Storages, warehouses, goddyards and sheds																									
6. Explosives, fire works match factories																									
7. Chemical works																									
8. Cellulose spraying and lacquer manufacture																									
9. Electrical installation																									
10. Time & wood works etc.																									
11. Cinematograph films celluloid plastics etc.																									
12. Docks, Airport & Railway Installations																									
13. Petroleum & Oil and Refining installations																									
14. Shops, offices and commercial establishments																									
15. Theatres, cinemas, dances halls & places of public assembly																									
16. Institutions, educational libraries, undertaking																									
17. Gas, Electricity, water sewage undertaking																									
18. Professional establishment																									
19. Farm lands, Hay Stocks, crops hay risks etc.																									
20. Forest Plantation																									
21. Oil and Road Vehicles and Rolling Stock																									
22. Refuse and outdoor storages																									
23. Miscellaneous																									

5. Total Emergency or Special Service Calls attended during the year.
 - (i) Leakage of noxious or dangerous gases e.g. Ammonia, Chlorine, Formaldehyde etc.
 - (ii) Drowning, floods etc.
 - (iii) Electrocutation
 - (iv) Sewer accidents
 - (v) Lift accidents
 - (vi) House collapses, earthquakes etc.
 - (vii) Rescue from heights
 - (viii) others
6. Any other points of special importance not covered by Parts I, II, and III above.

**INSTRUCTIONS TO BE FOLLOWED WHILE FILLING IN PARTS, I, II AND III
(FOR URBAN AREAS ONLY)**

1. Complete set of Parts I, II & III is to be filled in for each town.
2. When the information for any item is 'Nil' it should clearly be written 'Nil' and if not available the word N.A. should be mentioned.
3. Designation by which the particular service is known may be shown against the item "Name of fire service". (It may comprise of more than one station).
4. The year refers to Calendar year (1 st January to 31 st December) and not the financial year.
5. The term "Mutual Aid" in Item No.9 of Part I relates to any aid between Fire Services under two different authorities.
6. Reporting of capacities for items such as motor pumps, water tenders and Trailer pumps as is very important and should not be lost sight of while filling in the proform.
7. All classes of staff including class IV should be mentioned and it should also be clearly stated in the remarks column, as and where the class IV staff is utilised for fire fighting purposes. If employees other than those engaged in fire service, are utilized for fire fighting purposes, a mention of the same should be made. An account of those who are employed part time, if any, should be given.
8. While reporting the pay scale of the staff, the basic pay of a category of staff should be given exclusive of other allowances, for reporting of which the following abbreviations may be used.
 - D.A. - Dearness Allowance
 - C.A. - Compensatory or City Allowance
 - H.R. - House Rent Allowance
 - S.P. - Special Pay, if any
 - U.A. - Uniform Allowance or Uniform Supplied
9. While filling in different types fires i.e. small, medium and serious the following points may be kept in view:-
 - Small fires:** A fire accident with an estimated loss of Rs.1 0,000/- and below.
 - Medium Fire:** A fire with an estimated loss of over Rs.1 0,000/- and upto Rs.50,000/-.
 - Serious fire:** A fire with an estimated loss of over Rs.50,000/-.

Any fire irrespective of extent of damage, should however, be classified as serious if there are any deaths.
10. If the fire is attended to by more than one brigade. While reporting the value of property lost by fire in a rural area (Sl. No.3 of Part III) only that brigade within whose jurisdiction the area falls should reply.

PROFORMA RELATING TO FIRE STATISTICS

(For rural areas)

Name of village Year

District Tehsil

No. of fires

(1) Extent of damage to property

Sl.No	Item	Unit	Estimated Loss In Rs.	Remarks
1.	(a) Food grains (Specify)	Mds.		
	(b) Standing Crops	Acres.		
	(c) Fodder	Mds.		
	(d) Stocks of harvesting crops	Mds.		
	(e) Jungle	Sq. Miles		
2.	Huts	No.		
3.	Cattle	Head		
4.	Others (Specify)			

(2) Casualties

Injured Dead Rescued Remarks

Human

Animal

(3) Was fire brigade summoned? If so, what help it rendered?

(4) Is there any source of water supply like well, canal, pond, river etc. near the place of fire and is it approachable by a motorable road?

PROFORMA RELATING TO FIRE STATISTICS

(For Central Ministries)

Year

Ministry

Department/Office

Place

(1) Fire Appliances:

Sl. No.	Item	Number in working order	Number not in working order	Total	Estimated requirement for the next year
1	2	3	4	5	6
1.	Motor Fire Engine with capacity (in gallons/litres per minute).				
2.	Water tenders/banks, with capacities (in gallons/litres per minute).				
3.	Trailer pumps with capacities (in gallons/ litres per minute)				
4.	Pump escape with capacities (in gallons/ litres per minute) with size.				
5.	Turn Table Ladders with size.				
6.	Fire Boats with capacities in gallons/litres per minute				
7.	Manual Pumps				
8.	Towing vehicles				
9.	Canteen Vans				
10.	Foam & Crash tenders with total capacity and discharge rates.				
11.	Emergency tenders				
12.	Control Post Vans				
13.	Hose Laying Lorries				
14.	Breakdown Vans				
15.	Other vehicles (staff cars, motor cycles & cycles etc.)				
16.	Ladders - Extension				
17.	Ladders - First Floor				
18.	Ladders - Hook				
19.	Ladders - Scaling				
20.	Ladders - Rescue gears (give details)				

(2) Equipment:

- (a) Wireless scheme (if in operation)
Users (Fire Brigade only or joint scheme) _____
No. of fixed stations _____
No. of mobile stations _____
No. of walkie-talkie sets (type - AM or FM Frequency) _____
- (b) Hose (total length in feet) _____
- (c) Breathing apparatus (No.2 type of sets) _____
- (d) Oxy-Acetylene cutting outfits (No. of sets) _____
- (e) Lighting Sets: (i) Electric _____
(ii) Other Forms _____
- (f) Foam equipment (not extinguishers)-
(i) Generator/Inductors _____
(ii) Foam making Branch Pipes _____
(iii) Foam compound (gallons) _____

(3) What are the arrangements for repair and maintenance of the equipments and appliances?

(4) Average annual expenditure on the fire service:

- (i) Recurring _____
(ii) Non-recurring _____

(5) Staff

Sl. No.	Designation	Scale of Pay (Rs.)	Allowances Admissible (Rs.)	Any Other terms of service	No. of posts sanctioned	Regular Leave & Trg Reserve	Remarks
1	2	3	4	5	6	7	8

(6) Accountments: QuantityPeriod for which issued

Fireman's Axe (type
Ordinary/in sulated)
Gas Masks (Type)
Helmets (Steel/Leather)
Belt & Pouch

(7) Water resources available for fire fighting purposes:

Sl. No.	Sources	Number fit for fire fighting		Approximate capacity (whenever applicable)
		Perennial	Seasonal	
1	2	3	4	5

- Static Tanks
- Hydrants on mains 6" and above
- Hydrants on mains below 6"
- Storage tanks
- Rivers

6. Canals
7. Wells
8. Water ponds
9. Any other facilities

(8) Statistics of human and animal lives rescued/lost due to fires in the year under report:

Sl. No.	Types of rescue work	Number
1	2	3
1.	Persons rescued without injuries or burns	
2.	Persons rescued with burns and/or injuries who subsequently recovered.	
3.	Persons rescued alive with burns and/or injuries who subsequently died.	
4.	Human lives lost before arrival of fire brigade.	
5.	Casualties amongst fire service personnel	
6.	Animal rescued alive	
7.	Animal lives lost	

(9) Statistics of Fires for the year under report:

Sl. No.	Types of fires	No. of Fires				Estimated Loss in classes of fires
		Small	Medium	Serious	Total	
1	2	3	4	5	6	7
1.	Household					
2.	Manufacturing and repairing establishment					
3.	Granaries					
4.	Storages, warehouses, goods yards & sheds					
5.	Explosives/Fire works/Factories					
6.	Chemical Works					
7.	Cellulose spraying and lacquer works					
8.	Electrical Installations					
9.	Timber & Wood Works etc.					
10.	Cinematograph films, celluloid, Plastics etc.					
11.	Docks, Airports & Railway Installations					
12.	Petroleum/Oil Refining installations					
13.	Shops, offices and commercial establishments.					
14.	Theatres, cinemas, dance halls & places of public assembly.					
15.	Educational institutions, Librarians, Hospitals etc.					
16.	Gas, Electricity, Water-sewage undertakings					
17.	Farm lands, Hay Stocks, Crops, Hayricks etc.					
18.	Forest & Plantations					
19.	Rail & Road, vehicles & rolling stocks					
20.	Refuse and outdoor storages					
21.	Miscellaneous					
Total						

INSTRUCTIONS TO BE FOLLOWED WHILE FILLING IN THE PROFORMAE
(FOR CENTRAL MINISTRIES)

1. The year refers to Calendar year (1 st January to 31 st December) and not the financial year.
2. When the information for any item is 'Nil', should be clearly written 'Nil' it and if not available, the word 'N.A.' should be mentioned.
3. Reporting of capacities for items such as motor pumps, water tenders and trailer pumps is very important and should not be lost sight of while filling in the proformae.
4. All classes of staff including Class IV should be mentioned and it should also be clearly stated in the remarks column, as and when the Class IV staff is utilized for fire fighting purposes. If employees of Municipal Committee, other than those engaged in fire service, are utilised for fire fighting purposes, a mention of the same should be made. An account of those who are employed part time, if any, should be given.
5. While reporting the pay scale of the staff, the basic pay of category of staff should be given exclusive of other allowances, for reporting of which the following abbreviations 'may be used:
 - D.A. - Dearness Allowance
 - C.A. - Compensatory or City Allowance
 - H.R. - House Rent Allowance
 - S.P. - Special Pay, if any
 - U.A. - Uniform Allowance or Uniform Supplied
9. While filling in different types of fires i.e. small, medium and serious, the following points may be kept in view :-

Small fires :- A fire accident with an estimated loss of RS.1 0,000/- and below.

Medium fires :- A fire with an estimated loss of over RS.1 0,000/- & upto Rs.50,000/-

Serious fire :- A fire with an estimated loss of over Rs.50,000/-.

Any fire irrespective of extent of damage, should however, be classified as serious if there are any deaths.

APPENDIX "22-A"

STANDARD FORM FOR REPORT ON ATTENDANCE OF FIRES

_____ FIRE SERVICE
(See para 4 under 22 Fire Report)

FIRE REPORT

Division _____ Fire Report No. _____
Station _____ Date of incident _____
Officer-in- charge at fire _____

I - Call

Called by _____
Telephone/Fire Alarm No. _____
Address of premises involved _____
Occupier's name _____ Business _____
Owner's name and address _____
Time of Call _____ Time of first turn-out _____
Time of arrival at incident _____
Distance from station to incident _____ miles

II - Particulars of Fire

Description of property, involved, industry, type of
construction, area etc.
Category of fire - Serious/Medium/Small _____
Extent of fire _____
Supposed cause of fire _____
Description of damage _____

Estimated value of (i) Property involved _____
(ii) Surrounding risk, if any _____
(iii) Damage to premises _____
(iv) Damage of contents _____

Name of last officer to leave the fire _____

Time and date of leaving fire _____

Total time employed _____ hours _____ minutes _____

III - Persons Escaped And Rescued

Escaped without assistance of Fire Service		Assisted out by Fire Service without aid of Appliances		Rescued by Fire Service using appliances	
M	F	M	F	M	F

Note : Report on False Calls should be marked "False" in red ink across Part II of the report form.

IV - Casualties

Lives Lost		Injured	
M	F	M	F
F.S. Others		F.S. Others	

V - Attendance at Occurrences

Name of Fire Station	Type of Appliance	Registration Number	<u>Time</u>		<u>Time of</u>		Trip mileage	Pumping Hours
			Turn Out	Arrival at incident	Leaving Incident	Return back to home station		

VI - F.S. Personnel in Attendance

(Relief personnel not to be included)

<u>Officer</u>		<u>Personnel</u>		
Rank	Name	Rank	Number	Name

VII - Any other Remarks

(Signed) _____
Officer-in-charge

APPENDIX "22-B"

STANDARD FORM FOR REPORT OF ATTENDANCE AT SPECIAL SERVICE CALLS

(See para 4 under 22 Reports)

..... FIRE SERVICE

Special Service Report

Division _____

Incident Report No. _____

Station _____

Date of incident _____

Officer-in-charge at incident _____

I - Call

Called by _____

Telephone/Fire Alarm No. _____

Address of premises involved _____

Occupier's name _____ Business _____

Owner's name and address _____

Time of Call _____ Time of first turn-out _____

Time of arrival at incident _____

Distance from station to incident _____ miles

II - Particulars of Incident

Full details of incident _____

Supposed Cause _____

Service rendered _____

Name of the last officer to leave the incident _____

Time and date of leaving incident _____

Total time employed _____ hours _____ minutes _____

III - Persons Escaped And Rescued

Escaped without assistance of Fire Service		Assisted out by Fire Service without aid of Appliances		Rescued by Fire Service using appliances	
M	F	M	F	M	F

Note : Report on False Calls should be marked "False" in red ink across Part II of the report form.

IV - Casualties

Lives Lost		Injured	
M	F	M	F

F.S.
Others
Name

Addresses

Name
*Name of injuries

F.S.
Others
Address (es)

*Fire Services numbers will suffice in the case of Service personnel

V - Attendance at Occurrences

Name of Fire Station	Type of Appliance	Registration Number	Turn Out	Time Arrival at incident	Time of Leaving Incident	Trip Return back to home station	Pumping mileage Hours
----------------------------	----------------------	------------------------	-------------	-----------------------------------	--------------------------------	--	-----------------------------

VI - F.S. Personnel in Attendance

(Relief personnel not to be included)

Officer		Personnel		
Rank	Name	Rank	Number	Name

VII - Any other Remarks

(Signed) _____
Officer-in-charge

STANDARD INSPECTION REPORT FORM

(See para 7 under 22 Reports)

FIRE SERVICE**INSPECTION REPORT**

Sub:- _____

Case No. _____

Date of Inspection : _____ Street _____

Date : _____

Ward : _____

- (1) Premises No. & name of building.
- (2) Occupants:
 - (a) Name of Firm or company or business or factory.
 - (b) Name of the Proprietor or Owner.
 - (c) Name of Contact.
- (3) Description of:
 - (a) Nature of business, trade or process.
 - (b) Commodities and quantities applied for.
 - (c) Position of storages in relation to number of rooms, floor, area, etc.
 - (d) Commodities already licensed together with quantities (by Municipality, State or Central Government). State Licence Number.
 - (e) Trade, Business or Commodities applied for and disapproved with reasons, if any.
- (4) Building:
 - (a) Constructional, features:
 - (i) **General :**
 - Low risk-cement concrete or brick-walled.
 - Medium risk-brick-walled and timber-framed.
 - High risk-most timber-framed, such as timber-floors, timber roof, timber staircase etc.
 - (ii) **Particulars:**
 - No. of storeys and basement, if any.
 - Walls
 - Doors
 - Windows (Barred etc.)
 - Verandahs or Balconies
 - Floors
 - (Attics, mezzanine floors, lofts etc.)
 - Ceiling
 - Roof (or terrace)
 - No. of staircase and positions - enclosed or open

No. of lifts - enclosed or open Emergency Escapes, if any

(b) Other occupancies-

Shops, godowns, factories, workshops, hotels, departmental stores, schools, hospitals, residences, offices etc .

(5) Observations:

(i) Width of road/street/lane

(ii) Accessibility for Fire Engines

(iii) Nearest Fire Hydrant

(iv) Bounded on (if open space, state width and whether road, lane, by-lane or sweeper's lane. If structures, state shed, building etc.) and proximity.

North

South

East

West

*In relation to (ii) and (iii) above, state proximity - distance in feet-form the premises under consideration.

(6) Nearest means of communication:

(i) Telephone

(ii) Street Fire alarm

(iii) Fire Station

(iv) Police Chowki or Station.

(7) Installed fire fighting equipment, if any (Buckets, sand, fire extinguishers and their types, First-aid hose reel. Private hydrants and hose, Sprinklers,Pumps, etc.)

(8) Fire Detection:

(i) Fire- Directing and alarm system, if any

(ii) Watchman, if any

(9) Water supply,other sources, if any and gallonages :

Static Tanks, Wells, Ponds etc.

Storage Tanks (over-head, surface or underground)

(10) Recommendation

(a) Particulars

(i) Commodities and quantities

(ii) Locations

(iii) Storage arrangements

(iv) Precautionary measures

(v) Structural recommendations

(vi) Protective measures (Fire Fighting equipments)

(b) General

(c) Submit this case papers after _____ days/months to re-check if the requirements are satisfactorily carried out.

(11) Noting Events after Inspection :

(i) Records of Fires with dates

(1) Commodities involves

- (2) Causes
- (ii) Breach of conditions noticed on re-inspection.
 - (iii) Changes in business or occupation, if any

Action Taken :

FIRE SERVICE

STATION
INSPECTION ROUTE CARD

Name of the

Inspecting Officer

Date of Inspection

No.	Location	C	R	R.I	N.S.	P.A.
-----	----------	---	---	-----	------	------

Abbreviations:

- C - Complaints
- R - Regular Inspection
- R. I. - Re-inspection
- N. S. Notice served
- P. A. Personally abated-hazard

The Route Card to be used both by the Officers of the Fire Service and Inspecting Officers of the Licencing Authority.

NOTE ON FIRE PREVENTION IN RURAL AREAS

(See para 2 under 24 - FIRE PREVENTION)

RURAL FIRES AND THEIR PREVENTION

Introductory

1. India's millions of population, illiterate, half-starved, half naked and extremely poor, lives primarily on agriculture and farming. It is these people, the rural inhabitants of India, who toil hard and sweat to the bone, to produce food for the hungry millions of our country and to keep the cities and towns to live and prepare. And yet, these are the people living in huts in the innumerable villages and hamlets of the country, who have been denied the most vital and necessary protection to their lives and property namely protection from hazards of fire.
2. Every year thousands of fires occur in villages, farms both amount the crops and the ricks, and in farm buildings resulting in losses of not only lakhs of rupees worth of goods but the most valuable and vitally required harvested crop for saving the countries teeming millions from starvation. In many a cases. Even lives are lost in such fires and added to this, this the possible deaths due to starvation, brings forth to us a most grim picture of India's helplessness in tackling this dangerous problem.
3. Nothing can be more heart-breaking to the farmers who have toiled hard towards reaping a good harvest, when suddenly in front of their eyes they see that every thing that they hoped and worked for has gone up in flames. If a careful survey of the causes of such disasters is made, it will be found that many of these fires can be easily avoided or atleast the damage could be minimized to a considerable extent

Characteristics Disadvantages:

4. Villages and rural areas usually suffer from certain characteristics disadvantages, such as (i) highly combustible nature of village thatched dwellings. (ii) scarcity of water, particularly during summer, (iii) high wind velocity due to vast open areas ground. (iv) improper road conditions leading to the village and farm lands unpassable by fire fighting vehicles and (v) ignorance of freight on the part of villagers to call Fire service for help through village revenue officials or Police. Added to this, the natural human habit of inhabitation by close clusters affords ideal conditions for a very rapid spread of a small fire, which can throw a trail of disaster in its fury.

Common Causes

5. If we analyse the common caused of such fire disasters in villages and rural areas we find that these are normally:-
 - (a) Use of open cooking fires in kitchen with fire wood as fuel, the burning embers of which, shoot up too high igniting the thatched or split-bamboo-roof or wooden self above the kitchen fires.
 - (b) Most careless and inattentive use of naked flame oil lamps as well as kitchen fires, which are left burning while retiring to bed. These are either upset by animal pets or carried away by pests like rodents, cockroaches etc. thus starting fires during lying human lives.
 - (c) Careless smoking and disposal of burning bidi or cigarette buds near about stocks of hay or grain or such other places where fire can thrive and spread.

- (d) Sparks from chimneys or crude domestic heating and cooking arrangements or from near by rail locomotives.
 - (e) Intention burning of grass lands without proper precautions.
 - (f) Spontaneous combustions which starts in newly cut straw or hay stocks due to its moisture contents which transform into heat in very hot climatic conditions of summer.
6. Apart from above there are causes like display of fire works at festival times, village fair resulting in arson and due to lightening which also account for many such fires.

Preventive Measures

7. It is not easy to have organised fire Services in rural India to attend to such fires, specially at places situated far from towns and cities where Fire Services might be available. The solution to this problem therefore would be to follow some of the fire preventive measures enumerated below so as to minimize the occurrences of such fires :-
- (a) The dwellings and huts should be constructed as far as possible with non-combustible materials such as thick mud walls bricks or stones with roofs of metal or asbestos sheets or tiles particularly the portions around the kitchen fire and the roof above it. If split bamboo is used in construction, the same would be covered with thick mud plaster on both sides and lime washed to make it a little fire resistant.
 - (b) Naked oil lamps or kitchen fires should never be allowed to burn while retiring to bed. It is much safer to keep a match box handy during night in order to light the lamp, whenever necessary.
 - (c) Cigarettes or bidis ends as well as burning match sticks or cooking fire should be fully extinguished before disposal.
 - (d) Stocks of straw and hay should be built up at short distances away from village roads or railway lines to avoid burning sparks falling on them. If fields are situated next to roadway or railway necessitating the building of stacks in them plough a belt or land atleast 15' wide along side the road-way or railway and utilize it in growing green crops.
Hay stacks not more than 500 mounds in capacity and about 25 ft in height, should be built up atleast 60' apart from each other or from other/farm building or combustible structure and the open spaces between them should be kept clear of any combustible material.
 - (e) Whenever waste material grass land-rubbish stubble etc. are to be burnt such burning should always be done away from residences or from hay stacks on calm day leaving 15' area around the burning ploughed up to serve as a fire break and the burning operations should be carefully supervised.
 - (f) To avoid spontaneous combustion in newly cut hay the same should be stacked from sides keeping a vertical opening through the center which before the stack is sufficiently high should be filled in with loose straw to the top of the opening. This will allow the internal heat to escape out through the loose straw and dissipate it thus reducing the chances of spontaneous combustion.
 - (g) The line of building the hay stacks should be across the line of prevailing wind direction to avoid sparks being carried from one stack to the other.
 - (h) All combustible storages such as fuel wood, oils, paints, spirits etc. should be kept in separate rooms detached from the dwellings.
 - (i) Shopping areas and bazars should be built-up with sufficient wide open spaces between groups of shops and not clustered together.

Fire Fighting

8. Observations of precautions mentioned above do not ensure complete safety from occasional accidental fires in rural India. Therefore it would be quite necessary to arrange for organized actions to be taken in case of a fire to put out the same.

9. Due to the very nature of highly combustible materials likely to be involved in a village fire and due to the inherent disadvantages which the village areas are placed the only solution to this problem is to persuade the villagers to organized action by "Self Help" even though the village may be within the call zone of a Fire Service in a nearby town. A beginning should be made by educating the villagers about the steps to be taken in the case of fire. The fright from their minds has to be removed as regards calling the Fire Service through the Police or the village Revenue officials, assuring them that they would in no way be punished for such actions on their part. They should, on the contrary, be taught to consider this as their sacred duty to help their fellow villagers in their hour of peril.
10. As soon as a fire has occurred immediate alarm should be raised for people around to hear and all efforts should be made to put out the fire by such means as (a) fire buckets with water, (b) dry sand and earth (c) fire beaters or brooms or fire bats using green twigs of trees (d) shovels or spades and (e) isolation of all combustible material from the path of the fire. A few dwellings or huts around the fire may even have to be pulled down to achieve this object. A number of the group of workers should run up to the village Police Post or Revenue official and give information to enable him to call the nearest available Fire Service. If possible, in the meantime a band of active local Villagers should be organized to make a concerted effort to put out the fire or atleast to localize it till the arrival of the Fire Service by preparing chains of water bucket suppliers, fire beaters shovel and spade workers as also for isolation of the burning material. Removal of inhabitants from around the fire, especially women and children to place of safety should also be undertaken simultaneously.
11. Water is most essentially needed to extinguish fire and therefore the villagers should be educated to maintain all sources of water such as wells, ponds, streams, canals, lakes, rivers etc. in good condition and approachable by fire fighting pumps with hard surfaced roads and without any obstructions. Sufficient quantity of ropes and buckets should also be handy to draw water from deep levels.

Fire Fighting Implements

12. Following fire-fighting implements are usually useful in fighting fires in rural areas :-
 - (a) Fire Beaters or Fire Bats.
 - (b) Forks-Drag hook or Pitch fork types (commonly known as rakes).
 - (c) Hay-knife
 - (d) Stack-Drag
 - (e) Shovels and Spades.
 - (f) Bill hook or Slashers
 - (g) Pulaski Tool (useful for forest fires)
 - (h) Stirrup or hand pumps.
 - (i) Manually operated portable pumps.
 - (j) Back harnessed portable tank hand pumps with spray guns (for forest fires)

Village Fire Parties

13. It would be worth-while to consider the question of setting up small fire parties or fire squads in villages with the above implements.
14. The villagers may be persuaded to make efforts to see that at least about 1000 gallons of water is available at all times within a reasonable distance around.
15. As regards requirement for communications between the village and the nearest town where fire service might be available perhaps it might be possible to establish contact to secure aid by dispatch of cycle-messenger if the nearest town is within reasonable distance - say about 10 to 15 miles. Beyond this range it would be of little use to call for aid through a despatch rider.

APPENDIX "24-B"

FIRE PREVENTION MEASURES IN THATCHED HUTMENTS

(See para 3 under 24 Fire Prevention)

1. Bearing in mind that such hutments belong to the low income groups, it was agreed that it was not possible to ensure that such hutments were constructed of non-inflammable material or in a pattern to ensure adequate fire lanes. In view of this the SFAC recommended the following measures should be adopted in such areas :-
 - (a) Inhabitants should be given adequate education in fire prevention measures.
 - (b) Inhabitants should be encouraged to mud lipai on both sides of the thatch and then to white wash it on the inside. This is not in-expensive and can be done by self-help locally, but considerably reduces the inflammability of the thatch.
 - (c) The inhabitants should be trained in elementary fire fighting methods, and if necessary supplied with simple fire fighting appliances such as buckets, stirrup pumps and hill hooks.

APPENDIX "24-C"

MINUTES OF THE SUB COMMITTEE ON THE ESTABLISHMENT OF FIRE PREVENTION WING IN THE FIRE SERVICES

(See para 10 under 24 Fire Prevention)

Composition

Shri P. E. MOOSAConvener

Shri S. K. BOSEMember

Shri SUBIMAL SARKARMember

Shri R. S. GUPTA and Shri R. S. SUNDARAM were also co-opted as members at the instance of the Chairman.

Recommendations

"The fire prevention wing of a Fire Service or brigade will be under the overall charge of a senior officer of suitable designation preferably a Divisional Officer or above. The jurisdictions of convenient number of fire stations will be grouped to be designated as District/Division/Zone. Each such unit will have one Fire Prevention Officer of the rank of a Station Officer who has put in service for a period of not less than 5 years as an operational service incharge of the Fire Station. He will be assisted by a Sub-Officer with similar experience of 5 years. Further one Leading Fireman with a minimum of 3 years experience and two Firemen and a Clerk typist will be attached to each Zone".

"The Station Officer Incharge of the Wing as stated above should preferably be provided with some vehicle/conveyance to facilitate spot inspections of various places whenever required. Provision of conveyance to enable the Wing to be highly mobile for speedy disposal of the work entrusted to them should be made".

Charter of Duties of Fire Prevention Officer

"The Fire Prevention Officer in the rank of Station Officer will be responsible for discharging the following duties:-

- (a) He will be responsible for the smooth and efficient operation of the fire prevention section under his charge.
- (b) He is to conduct goodwill inspection whenever requested for assistance by the various statutory authorities in all matters connected with fire prevention/protection under the various Acts, Statutes, Rules, Bye Laws, Regulations etc. such an execution of provisions of requirements laid down in this regard in Petroleum Act. Cinematograph Rules etc.
- (c) He is to inspect places of public entertainment like cinema houses, theatres etc. as and when required.
- (d) He is to carry out the testing of various first aid fire fighting appliances they have like the extinguishers fixed installations in any premises whenever requested/required to do so.
- (e) The Fire Prevention Officer is to submit report on his inspection to the fire authority for onward transmission to the appropriate authority.
- (f) He will also be responsible for effective fire prevention propaganda from time to time throughout the year in consultation with the fire authority in order to minimize the loss of life and property due to fires.

"The Sub Officer is to assist the Station Officer Incharge of the Fire Prevention Section of a district or zone in all respects towards the efficient discharge of his duties. He will also be most mobile for outdoor inspection of the various hazardous localities".

"The Leading Fireman and Fireman attached to the Fire Prevention Section will be required to render all assistance to the Station or Sub-Officer in testing the various first-aid fire appliances such as fixed installations etc. where required in different occupancies and during such other duties, in connection with fire prevention as may be given to by the Officer Incharge".

"The Clerk/typist will be responsible for the office work and in maintaining diary of reports/inspections".

APPENDIX "27-A"

ABRIDGED LIST OF TRADES INVOLVING SPECIAL FIRE RISKS

(See para 1 under 27 SPECIAL RISKS)

Acetylene Engineers	Color Manufacturers	India rubber & gutta-percha manufacturers
Acid Manufactures	Comb Manufacturers	Ink(Printing) Manufacturers
Agricultural Implement Manufacturers	Concert Halls	Iron Founders
Ammunition Dealers & Manufacturers	Contractors	Jewellers
Analysis	Coopers	Job Masters
Artificial flowers	Cork Merchants	Joiners
Ammonia Manufacturers	Cotton Goods	Lace manufacturers
Asphalt and Bitumen	Curriers and Tanners	Lacquer Manufacturers
Auctioneers	Decorators	Laundries
Automobile engineers	Drapers	Lithographic Printers Marine Stores
Bag manufacturers	Druggists	Meat Salesman
Bakers and Confectioners	Dyers and Cleaners	Metal Workers Munitions Makers
Basket Manufacturers	Electrical suppliers	Millers
Bazaars	Enamellers	Milliners
Bedding & Mattress Manufacturers	Muslin Clippers	Mill wrights
Bill Posters	Envelope Makers	Motor, works and garages
Biscuit manufacturers	Exhibitions	Musical instrument makers
Blacksmiths and Ferries	Explosive manufacturers	Offices, Retail shops and stores
Boarding Establishments	Export Packers	Oil Merchants
Boat Builders	Fancy Box Makers and Goods trades	Oilmen and domestic stores
Book Binders	Farmers	Packing case makers
Boot and Shoe Factory's	Factories and workshops	Painters
Bottle Merchants Brewers	Fish curers and fried fish shops	Paper Bag and Box Makers
Bronze Powder manufacturers	Floor cloth manufacturers	Photographers
Brush Makers	flour Mills	Plumbers and Gas Fitters Printers
Builders and applied trades	Forage Merchants	rag and Waste dealers Restaurants
Butchers and tripe boilers	Founders	Rubber Goods
Cabinet Makers	French Polishers	Sack and Bag Manufacturers
Cap and Hat Makers	Furriers	Saw Mills
Carbide of Calcium Makers	Galvanizers	Ship Builders
Carmen	Gas Singers and cloth pressers	Ship chandlers
Carpenters	Glass works	Silk
Carriers	Glovers	skin Dressers
Case makers	Glue Merchants	Soap Boilers
Caterers	Gramophone and Record Trade	Spice grinders
Celluloid Goods Manufacturers	Grocers coffee roasters	Stables
Cement Manufacturers	Gun Smiths	Stationers
Chair Makers	hair dressers	Tanners
Chemical Manufacturers	Hatters	Tarpaulin makers Theatres
Chemists	Hay and straw dealers Hops	Timber Merchants Tobacco trades
Cinema and Cinematograph stores	Hosiery	Turkish baths Upholsterers
Clothiers and outfitters	Hospitals	Varnish manufacturers
Coach builders	Hot Pressers	Water Proffers
Coal and coke Merchants	Incandescent mantle makers	Whar fingers
		Wheel wrights

APPENDIX "27-B"

CATEGORISED LIST OF TRADES INVOLVING SPECIAL FIRE RISKS-REPORT ON THE CLASSIFICATION OF OCCUPANCIES ACCORDING TO LIST OF HAZARDOUS AND EXTRA HAZARDOUS GOODS AND THE GENERAL PRINCIPLES FOR RECOMMENDING FIRE PRECAUTIONS

(SEE PARA 3 UNDER 27 SPECIAL RISKS)

The Sub Committee considered the various types of occupancies as well as the hazardous goods involved in different trades and industries and propose the following broad occupancy grading :-

Group A - Assembly buildings.

1. Theatres and cinemas
2. Other halls with a closely seated audience.
3. Exhibition halls.
4. Dance halls.
5. Restaurants.
6. Club rooms and similar minor assembly occupancies.
7. Non-residential schools
8. Department stores-ground floor sales basements and any upper floor used for bazaars or special sales displays.

Group B - Trade commercial and industrial buildings.

1. Retail shops.
2. Department stores-upper floors (except as Group A (8) above).
3. Offices.
4. Warehouses and wholesale stores.
 - (a) Normal hazard
 - (b) Abnormal hazard
5. Factories-except large single-storey buildings.
 - (a) Normal hazard
 - (b) Abnormal hazard
6. Large area single storey factories ..
 - (a) Normal hazard
 - (b) Abnormal hazard

Group C - Residential and institutional buildings.

1. Flats, maisonettes.
2. Hotels, boarding houses, hostels.
3. Residential schools institutions
4. Hospitals, nursing homes, homes for old people
5. Places of detention, jails asylums.

Considering groups A and C it will be seen that within each group the contents of all buildings will be of a fairly well-defined and standardized type coming within the low normal fire load category. In residential buildings for example the contents will be ordinary domestic furniture and the fire hazard involved will not vary

substantially from one building to another.

In Group B occupancies there is a considerable variation in the contents of different buildings of the same type. In any one of these i.e. offices, are the contents substantially similar. Warehouses, shops and factories all show a wide variation according to the quantity and nature of the goods involved or the processes carried on. In warehouse and factory buildings it is particularly necessary to draw a distinction according to contents and in these cases sub-division into the two types, normal and abnormal hazard is required.

Out of the above three groups, the Sub Committee was of the opinion that no extra fire precautionary measures other than those that work out as recommended vide item 4 of the Standing Fire advisory Committee minutes of the 2nd meeting for industrial establishments will be necessary for the occupancies coming under Group A and Group C. The Sub Committee however, felt that additional fire precautionary measures will have to be taken in case of occupancies coming under Group B.

While working out the fire precautionary measures for the extra hazardous and hazardous goods in trades and industries the Sub Committee felt that the following factors are required to be taken note of:-

- (a) Structure housing the industry or the trade.
- (b) Area covered
- (c) Material stored or under process.
- (d) Machinery likely to start a fire.
- (e) Exposure hazard

As regards the factors at (a) and (b) the Sub-Committee felt that these have been well covered in the formula recommended under item 4 of Standing Fire Advisory Committee minutes of 2nd meeting or working out the normal fire precautions. However for taking into account the extra hazard and fire risk created by items 3, 4 and 5 the Sub-committee is of the opinion that the value B of the formula should be multiplied by a coefficient Q of appropriate value.

A list of hazardous and extra hazardous goods of materials that are likely to be involved in the manufacture process storage or handling in trades in industries showing their classification as H = Hazardous and EH = Extra Hazardous is given below.

Regarding the assessment of risk due to the Exposure Hazard a reference to the Indian Standard Code of Practice for Fire Safety of Buildings - Exposure Hazard may be made.

Material	Class of Hazard
Absolute Alcohols	E.H.
Accelerine	H.
Accumulator Acid (See Sulphuric Acid dilute)	E.H.
Accumulator Cases, Celluloid	E.H.
Acetal	E.H.
Acetaldehyde	E.H.
Acetates, See under specific names	
Acetic Acid (Glacial)	H.
Acetone, See De Methyl Ketone	
Acetone Oils	E.H.
Acetylene (dissolved)	H.
Acetylene (Liquid)	E.H.
Acetyloid	E.H.
Acetyloid	E.H.
Acid See under specific names	
Aconite Leaves See Leaves	
Acrylonitrile	E.H.
Aeroplane Flares See Flares	
African Fibre	H.
Agava Fibre	H.
Aguardiente See Spirits Portable	
Alcohol See under specific names	
Alfa (Vegetable Fire)	H.
Algerian Fibre	H.
Allyl Alcohol	H.
Aloe Fibre	H.
Alpha (Vegetable Fibre)	H.
Aluminium Carbide	E.H.
Aluminium Dust	E.H.
Aluminium Paste	E.H.
Aluminium Powder	E.H.
Aluminium Resinate	H.
Aluminium supho-Cyanide See Poisons	
Ambari Hemp (Vegetable Fibre)	H.
Amrican Moss fibre	H.
Ammonia (Aquaous solutions or spirits of ammonia exceeding 30 per cent NH ₃ (less than 99 S.G.)	H.
Ammonia, Anhydrous	H.
Ammonium Bichromate	H.
Ammonium Chloride	E.H.

Material	Class of Hazard
Ammonium Cyanide	E.H.
Ammonium Nitrate	E.H.
Ammonium Picrate	E.H.
Ammonium Perchlorate	E.H.
Ammonium Persulphate	H
Ammonium Sulphate Nitrate	E.H.
Ammonium Sulpho Cyanide, See Poisons	
Ammunition, including Cartridges and Fuses, other than safety cartridges and safety fuses	E.H.
Safety Cartridges and safety fuses	H
Amorces (Explosive)	E.H.
Amorphous Phosphorous	H
Amyl Acetate, F.P. below 24.40 C (iso-from fuel oil)	
F.P. not below 65.50 C	H
Amyl Alcohol	H
Amylamine	E.H.
Amyl Butyrate	H
Amyl Chloride	E.H.
Amylene	E.H.
Amylene Hydrate. See Amyl Alcohol	
Amyl Ether	E.H.
Amyl Formate	H
Amyl Nitrate	E.H.
Amyl Oxide, See Amyl Ether	
Amyl Propionate	H
Andersonian Fibre	H
Anhydrous Ammonia See Ammonia Anhydrous	
Aniline	H
Aniline Oil	H
Animal Black	H
Animal Oils, See Oils Animal, Fish etc.	
AnimiH	
Anhydrous denatured Alcohol (Ansol M & Ansol PR)	E.H.
Anthracene	H
Anthracene Oil	H
Anti-Corrosive Paint See paints	
Anti-Fouling Paint. See paints	
Antimony-potassium Tartrate See Poisons	
Antimony sulphate See antimony trisulphate	
Antimony sulphate	H

Material	Class of Hazard
Antimony trisulphate	E.H.
Antimony trisulphate	E.H.
Aqua Fortis See Nitric Acid	
Aqua Regia	E.H.
Aarachis Oil See Oils, Animal, Fish etc	
Archangel Mats See Mats Archangel or Russian	
Arca Nuts complete with husk or shell	H
Areca Nuts without husk or shell i.e. shelled	E.H.
Arnica Flowers. See Flowers	
Arrack, See Spirits, portable	
Article made from non-feam. Cellulose base excluding non-flam.	
Films on metal spools. See cellulose base articles or waste.	
Artificial silk fibre See Rayon fibre	
Artificial silk waste See Rayon Waste	
Asafetida, unless packed in bottles in cases or	
In tins in cases	H
Asphalt	H
Asphalted Felt. See Felt	
Asphalted Paper. See paper	
Asphalt Saturated Felt. See Felt	
Asphaltum	H
Begarse. See Bagasee	
Bagassee (Vegetable Fibre)	H
Bagazo See Bagassee	
Bags and Sacks	
Those which have contained nitrates or sugar,	
oily greasy or treacly materials	H
Balata unmanufactured if stored with other goods	H
Balsams, unless packed in bottles in cases or in	
Tins in cases	H
Bamboo Fibre	H
Bamboo Mats	H
Banana Fibre	H
Bamboo Fibre	H
Barium Acetate. See poisons	
Barium Binozide, See Barium Peroxide	
Barium Bromate	E.H.
Baromide See Poisons	
Barium Carbonate Se Poisons	
Barium Chlorate	E.H.
Barium Chloride See Poisons	

Material	Class of Hazard
Barium Chromate See Poisons	
Barium Cyanide See Poisons	
Barium Ethylsulphate See Poisons	
Barium Fluoride See Poisons	
Barium Hydrate See Poisons	
Barium Hydroxide See Poisons	
Barium Iodide See Poisons	
Barium manganate See Poisons	
Barium Manganate See Poisons	
Barium Nitrate	E.H
Barium Oxide See Poisons	
Barium Peroxide	E.H
Barium Sulphide	H
Barium Sulphocyanate See Poisons	
Barium Sulphocyanide See Poisons	
Bass. See Bast	
Bassin (Vegetable Fibre)	H
Bast(Vegetable Fibre)	H
Battery Acid See Sulphuric Acid (Dilute)	
Bay Leaves. See Leaves	
Beeswas	H
Beet Pulp	H
Belladonna Leaves See Leaves	
Bengal Lights	E.H
Benjamin	H
Benzene	E.H
Bezine	E.H
Benzoic Acid	H
Bezoin	H
Benzol See Benzene	
Benzole See Benzene	
Benzolene See Benzene	
Benzoyl Peroxide	
Berlin Black	E.H
Beerlin Black	H
Bichromates of all kinds	H
Bi'chromate Potash See Potassium Bichromate	
Bichromate of Soda See sodium Bichromate	
Bi-Nitro Benzene H	
Bi-Nitro-Benzol See Bi-Nitro-Benzene .	

Material	Class of Hazard
Binoxalate of Potash See Poisons	
Biri Leaves (Dry) known as "Tembri" "Apta" and "Kuda:	H
Bi-Sulphide of Carbon Carbon Bi-Sulphide	
Birumen(other than emulsified Bitumen containing not less than 45 per cent of water and packed in metal drums)	H
Bituminous Damp Course. See damp Course	
Bituminous Bituminous Felt. See Felt	
Bituminous Paint. See Paints	
Blacking See Cleaning and Polishing	
Liquids creams and pastes	
Black of all kinds	H
Blasting Powders (Explosives)	E.H
Bombax Cotton (Vegetable Fibre)	H
Bon-bons. See Christmas Crackers	
Bone Black	H
Bone Oil, See Oils. Animal. Fish etc.	
Borneol	H
Brandy, See Spirits. Portable	
Bran Oil see Oils Animal. Fish etc.	
Brattice Cloth (Terred). See Cloth	
Brewer's Grains, Dried	H
Brimstone See Sulphur	
Bristle Fibre	H
Bromelia Fibres	H
Bromine See Poisons	
Bronze Powder	E.H
Broom Corn (Vegetable Fibre)	H
Broom Millett (vegetable Fibre)	H
Brunswick Black	H
Buchu Leaves See leaves	
Butalyde see Butyl Aldehyde	
Butane	H
Butanel, See Butyl Alcohol	
Butyl Acetate	H
Butyl Alcohol	H
Butyl Aldehyde	E.H
Butylamine	H
Butyl Butyrate	H
Butyl Chloride	E.H
Butyl Lactate	H
Butyl Nitrate	E.H

Material	Class of Hazard
Cahco Nuts	H
Caboun Nuts	H
Cake, Oil Seed, See Oil Seed Cake	
Calcium	E.H
Carbide	E.H
Calcium Chlorate	E.H
Calcium Cyanamide, unless certified to contain not more than 0.3 per cent of carbide and packed in air-tight metal containers	H
Calcium Cyanide See Poisons	
Calcium Nitrate	E.H
Calcium Permanganate	H
Calcium Peroxide	E.H
Calcium Phospide	E.H
Calcium Phosphite	E.H
Calcium Resinate	H
Calcium Silicide	E.H
Calcium Sulpho-Cyanide See Poisons	
Camomile Flowers See Flowers	
Camophene	H.
Camphor	H
Camphor Oil (Light). See Oils, Animal, Fish etc.	
Camphor, Synthetic	H
Canada Balsam, See Balsams	
Candles	H
Cane Fibres	H
Caoutchoue See India Rubber	
Cape Palma Fibre	H
Capivi balsam, See balsams	
Cape for Toy Pistols	E.H
Caraway Chaff	H
Carbic Cakes - unless packed in tins in cases	E.H
If packed in tins n cases	H
Carbolic Acid See Phenol	
Carbolic Oils	H
Carbon	H
Carbon Bi-Sulphide	E.H
Carbon Black	H
Carbon Di-Sulphide See Carbon Bi-Sulphide	
Carbon Tetrachloride See Poisons	
Carbonyl chloride (Phesgane)	H
Carnaube	H

Material	Class of Hazard
*Cartridges See Ammunition	
Cassia Leaves	H
Castor Oil See Oils Animal Fish, etc.	
Cattle Food Cake	H
Caustic Potash See Potassium Hydroxide	
Caustic Soda. See Sodium Hydroxide	
Cellophane papers or (Loose)	E.H
Cellophane papers or sheets in rolls	E.H
Cello-solve See Chyco Mono Ethyl Ether	
Cello-solve Acetate	H
Cello-solve Butyl	H
Celluloid Methyl	H
Celluoid	E.H
Celluloid Articles and preparations	E.H
Celluloid Cases Accumulators See Accumulators	
Celluoid cased	
Celluloid cement See Cement, Celluloid	
Celluloid scrap	E.H
Celluloid Solutions	E.H
Celluoid Waste. See Waste	
Celulose base articles or waste, non-inflammable excluding non-inflammable films on metal spools	H
Cement, Celluloid	E.H
Cerasine	H
Ceresine See cerasine	
Ceric-ammonium Nitrate	E.H
Cesium	E.H
Cesium Nitratee.h.	
Charcoal	H
Charcoal Black	H
Chemicals, Pharmaceutical See Pharmaceutical Chemicals and drugs	
Chickle	H
Chili saltpeter See Potassium Nitrate	
China Grass (Vegetable Fibre)	H
Chinese wood Oil See Anima., Fish etc	
Chlorobenzene	H
Chlorate Mixtures (Explosives)	E.H
Chlorate of Barium See Barium Chlorate	
Chlorate of Calcuim See Calcium Chlorate	
Chlorate of Potash See Potassium Chlorate	
Chlorate of Soda. See Sodium chlorate	

Material	Class of Hazard
Chlorate of Zinc. See Zinc Chlorate	
Chlorates of all kinds	E.H
Chlorides of Sulphur See Sulphur Chlorides	
Chlorine	H
Chloro-Sulphenic Acid	E.H
Christmas Crackers	H
Chromates of all kinds	H
Chromic Acid See Chromic anhydride	
Chromic Anhydride	E.H
Cinnabar See Poisons	
Cleaning and Polishing liquids Creams and Pastes	
F.P. below 24.40C	E.H
F. P. Between 240c	H
Clean waste. See waste of all kinds	
Choth. Asphalted	H
Cloth Tarred	H
Clothing, Oiled unless packed in sealed metallines cases	H
Coal Dust	E.H
Coal Gas	H
Coal Pitch	H
Coal Pulverised	E.H
Coal Tar	H
Coal Tar Dyes (Anilene Dyes) including sulphur Dyes. See Sulphur Dyes	
Coca Leaves See Leaves	
Coca Butter	H
Coca Nut Fibre	H
Coconut oil See Oils Animal fish etc.	
Hydrogenated Vegetable Oil	
Codilla (Vegetable Fibre)	H
Cod Oil See Oils Animal Fish etc.	
Coir Dust	H
Coir Fibre	H
Coir Matting	H
Coir Rope	H
Coir Yarn	H
Cole Nuts	H
Collodion Cotton and Collodion	E.H
Coolphony	H
Common Resin	H
Concentrated Sulphuric Acid See Sulphuric Acid (concentrated)	
Confetti except when packed in wooden boxes	H

Material	Class of Hazard
Confetti Bombs	H
Congo Fibre	H
Copaiba balsam See Balsams	
CopalH	
Copal Varnish	H
Copper Chlorate	E.H
Copper Cyanide See Poisons	
Copper Fluoride see Poisons	
Copper Hydroxide See Poisons	
copper Nitrate	E.H
Copper SULphide	H
Copper Sulpha Cyanide See Poisons	
CopraH	
Copra Bags See Bags and Sacks	
Copra Cake	H
Copra Meal	H
Cordage Sisel Loose and/or in bags	H
Cordite (explosive)	E.H
Coriander See Herbs	
Cork Dust	H
Cork. Granulated unless in the form of hard pressed bales blocks or slabs	H
Corrosive Sublimate. see Poisons	
Cossaques See Christmas Crackers	
Cotton (whether in fully pressed bales or otherwise)	H
Cotton Flock See Flock	
Cotton Grass	H
Cotton Linters See Linters	
Cotton Seed Cake	H
Cotton Seed Oil. see oils Animal Fish etc.	
Cotton Seed Screenings	H
Cotton Straw	H
Cotton Waste See Waste	
Cowrie	H
Creosote	H
Creosote Oils	H
Cresols	H
Cresylic Acids	H
Crin (Vegetable Fibre)	H
Crotonaldehyde	H
Crude Petroleum See Oils Mineral etc.	
Cubra Bast	H

Material	Class of Hazard
Cubic Nitre See Sodium Nitrate	
Cumene	H
Cumin See Herbs	
Cumol	H
Curled Vegetable Hair (Vegetable Fibre)	H
Cus Fibre (Cus Cus Root)	H
Cyanamide See Calcium Cyanamide	
Cyanide of Lime See Poisons	
Cyanogen	H
Cymene P	H
Cymogens	E.H
Cymol	H
Dammer	H
Damp Course Bituminous	H
Date Plam Fibre	H
D.L.T. Liquid	H
Dead Oil See Cresote	H
Dackance	H
Decorative Moss. See Moss	
Decalin	H
Dessicated Coconut dry and Oily fresh and moist	
See Coconut Oil	H
Detonators (Explosives)	E.H
Diacetone Alcohol	E.H
Diamylane	H
Diamyl Phthalaten	H
DiatolH	
Dibromacotylene	H
Dibutyl Oxalate n	E.H
Dibutyl Phthalte n	H
Dichlorethylene	H
Dichlore Pontanes (mixed)	H
Dichromate of Potash See Potassium	
Dichromate	E.H
Diethylamine	H
Diethyl Carbinol	H
Diethyl Carbonate	E.H
Dimethyl Katons	H
Dimethylamine	E.H
Di Nitro Amido Phenol	E.H
Di Nitro Aniline	H
Di Nitro Benzene	H
Di Nitro Benzol See Di Nitro Benzene	
Di Nitro Napthalene	E.H

Material	Class of Hazard
Di Nitro Phenol	E.H.
Di Nitro Toluene	E.H.
Di Nitro Toluol, See di Nitro toluene	
Dioxane	E.H.
Dipentane	H
Disinfectant Liquids (other than Hycol)-	
F.1. below 24.40C	E.H.
F.P. between 24.40C. and 55.50C	H
Down Vegetable	H
Dragon's Blood	H
Dried Brewer's Grains See Brevers Grains, Dried	
Dried Glass	H
Drugs, Pharmaceutical. see Pharmaceutical Chemicals & Durgs'	
Dubbin, unless packed in tins in cases	H
Dusts. See under specific names	
Dyes, Sulphur. See sulphur Dyes	
Dynamite (Explosives)	E.H.
Earth Nuts (Shelled)	H
Earth Wax	H
ElemiH	
Edible Oils. See Oils, Animal, Fish etc. enamels -	
F.P. below 24AOC	E.H.
FP. not below 24AOC	H
Esparto Grass (Vegetable Fibre)	H
Esparto Leaves (Vegetable Fibre)	H
Esparto Two (Vegetable Fibre)	H
Essential Oils, See Oils, Animals. Fish etc.	
Esters. See under specific names	
Ethane	H
Ether. See Ethyl Ether	
Ethyl Acetate	E.H.
ethyl Acetoacetate	H
Ethyl Alcohol -	
S.G. below 0.919 l or more than 97% by volume of absolute alcohol	E. H.
S.G. not below 0.919 and of not more than 57% by volume of absolute alcohol	H
Ethyl Benzene	E.H.
Ethyl Bromide	H
Ethyl Butyrate	E.H.
Ethyl Carbonate See Di Ethyl Carbonate	
Ethyl Chloride	E.H.
Ethyl Chlorocarbonate	E.H.
Ethylene	H
Ethylene Chloride. See Dichlorethylene	

Material	Class of Hazard
Ethyl Ether	E.H
Ethly Formate	E.H
Ethly Lactate	H
Ethyl Nitrate	E.H
Ethyl Nitrite	E.H
Eucalyptus Oil. See Oils, animals, Fish etc.	
*Explosives generally (see also ammunition and specific names)	
Fats, excluding butte and margarzie	H
Feather Grass (Vegetable Fibre)	H
Felt -	
Asphalted	
Asphalt, saturated	
Bituminous	H
Roofing	
Rarred	
Felt, Inodorous	E.H
Ferric Nitrate	E.H
Ferrocyanide of Potash. See Poisons	
Ferro silicon -	
30 per cent to 70 per cent silicos	E.H
15 per cent to 30 per cent and 70 per cent to 805 silicos	H
Fibres, Vegetable, of all kinds. See Vegetable Fibres	E.H
Films, Non-Safety	E.H
Fire Balsam See Balsams	
Fire Lighters	E.H
Fireworks of all kinds	E.H
Fish Oils See Oils, Animal, Fish etc.	
Fish Guano	H
Fish Manure	H
Flares, Aeroplane, Ships etc.	E.H
Flash Powders. Photographic	E.H
Flax, of all kinds (vegetable Fibre)	H
Flax Yarn, except when packed in wooden cases	H
Flock H	
Flowers, dried of all kinds, in bags, sacks, bales, baskets, made of pockets	H
Fluoric acid, see Hydrofluoric Acid	
Fodder, /Dried	H
Foots (Oil and Varnish)	H
Formaldehyde. See Poisons	
Possil wax	H
Frankineense	H
French Polish	H
Fuel Oils-	
F.P. below 24.40C	E.H.

Material	Class of Hazard
F.P. not below 24.40C	H
Fulminates (Explosives)	E.H.
Furfural	H
Fuses. See Matches	
FuselOil	H
Fuses, See Ammunition	
Galibanum	H
GanjaH	
Gas Black	H
Gasoline Petrol	H
Ghee (other than vegetable ghee in this not exceeding 10 Lbs in weight and/or in bottles)	H
Gilsonite	H
Gilsonite, Superselects in bags	H
Gin. See Spirits, Portable	
Ginnings	H
Glacial Acetic Acid. See Acetic Acid (GlacialO	H
Glance Pitch	H
*Glycarine	H
Glyco Mono Ethyl Ether	H
Goora Nuts	H
Grahamite	H
Granulated Cork. See Cork, Granulated	
Graphite Greases and lubricants	H
Grassés (Vegetable Fibres)	H
Grass Mats	H
Grease	H
Greasy Rags. See Rags	
Greasy waste. See Waste	
Green Oil	H
Ground Nut Cake	H
Ground Nut Meal	H
Ground Nut Oil. See Oils, Animal, fish etc.	
Gumatti Fibre	H
Gums. See under specific names	
gun Cotton (Explosive)	E.H
**Gunnis (other than in fully pressed bales)	H
Gunpowder (Explosive)	E.H
Gurgan Balsam. See Balsams	
Gutta Jealtong, unmanufactured. If stored with other goods	H
Gutta percha. unmanufactured. If stored with other goods	H
Hard Waste Yarn	H
Health for Besoms	H
Hemp. of all kinds (Vegetable Fibres)	H
Hemp seed Oil, Animals Fish ect.	

Material	Class of Hazard
Hemp Yarn	H
Hennequem (Vegetable Fibre)	H
Hervs. Dried of all kinds in bags sacks, bales, baskets mats or pokets	H
Hessians (other than in fully pressed bales)	H
Hexane n	E.H
Hop Fibre	H
Hops. See flowers	
Hops, Spent	H
Hull Fibre	H
ydrobromic Acid	H
Hydrochloric Acid	H
Hydrocyanic Acid. See Poisons	
Hydrofluoric Acid	H
Hydrofluosilicic Acid	H
Hydrogen	H
Hydrogen Cynide	H
Hydrogen Peroxide -	
If exceeding 40 percent peroxide	E.H
If exceeding 6% but not exceeding @ peroxide	H
Hypochlorous Acid	E.H
Iceland Moss.Sec Moss	
Ifc Hemp (Vegetable Fibre)	H
Illuminating Oils. See Oils, Illuminating	
India Rubber. unmanufactured. If stored with other goods	H
Indoor Fireworks. See Fireworks	
Industrial Alcohol	E.H
Industrial Spirits. See spirits.	
Industrial Inflammable Liquids-	
F.P. below 24.4%	E.H
F.P. between 24.4%	H
Inks, Printing	
F.P. below 24.4%	E.H
F.P. between 24.4%	H
Inodorous Felt. See felt, Indorous	
Insecticides -	
F.P. below 24.4%	E.H
F.P. between 24.4% and 65.5%	H
Irish Moss. See Moss	
Iron Sulphide	H
Isobutyl Carbinol	H
Isopropyl Alocohol	E.H
Isopropylamine	E.H
Istle Fibre	H
Italian Hemp Godilla	H
Italian Whisk (Vegetable Fibre)	H

Material	Class of Hazard
Ita Palm Fibre	H
Ivory Black	H
Ixthe Fibre	H
Japanese Moss. See Moss	H
Jaumave (vegetable fibre)	H
Joss Paper and Sticks	H
Jumiper	H
Junk H	
Jute (in fully pressed bales or otherwise)	H
Jute Cuttings	H
Jute Yarn (other than in full pressed bales)	H
Kapok(Vegetable Fibre)	H
Kapol Oil. See Oils, animal, Fish etc.	
Kapok Seed	H
Kaur H	
Kerosene, See Oils. Mineral etc.	
Kittol (Vegetable Fibre)	H
Lacquers	
F.P. below 24.4%	E.H
F.P. not below 24.4%	H
Lamp Black	H
Lamp Oil. See Oils. Illuminating	H
Lard	
Lard Oil See Oils, Animal, Fish etc.	
Laughing Gas. See Nitrous Oxide	
Laurel Leaves. See Leaves	
Lavender. See Herbs	
Lead Carbonate. See Poisons	
Lead Chloride see Poisons	
Lead Dioxide	H
Lead Oxice, See Poisons	
Lead Peroxide. See Lead Dioside	
Lead Respinate	H
Leather Pickers (Oily)	H
leaves. Dried of all kinds (except tobacco) in bags, sacks, bales, baskets, mats or pockets	H
Lechugill (Vegetable Fibre)	H
Lime, unslaked	H
Linen Fibre	H
Linen Yarn. See Flax Yarn	
Linseed Oil. See Oils. Animal, Fish etc.	
Linters	H
Liquid Acetylene. See Acetylene (Liquid) Lithium	

Material	Class of Hazard
Lubricating Oils, See Oils Lubricating	E.H
Lycopodium Powder except when packed in tins incases	H
Lythene	E.H
Madagascar Fibre	H
Magnesium Bromate	H
Magnesium Candles	H
Magnesium Nitrate	E.H
Magnesium Peroxide	E.H
Magnesium Powder	E.H
Magnesium Pibbon	H
Magnesium forches	H
Magnesium Wire	H
Magney Fibre	H
Maguey Fibre	H
Maize Oil. See Oils Animal, Fish etc.	
Manganese Dixoide	H
Manganese Peroxide. See Maganese Dioxide	
Manganese Resinate	H
Manilla Hamp (Vegetable Fibre)	H
Manilla Yarn	H
Manilla Pope Tarred	H
Manjak	H
Marsh Fas. See Methane	
Matches of all kinds	H
Mats, Archangel or Russian	H
Matting, used	H
Maxphalt	H
Meal Oil see	
Medicinal Oils. see Oils Animal, Fish etc.	
Message See Megasse	
Menthol	H
Mercuric Chloride	H
Mercurio Sulphide. See Poisons	
Mercury Fulminate	E.H
Metallic Powders. See under specific names	
Metallic Potassium	E.H
Methane	H
Methyl Acetate	E.H
Methyl Acetone. See Diamethyl Ketone	
Methyl Alcohol	E.H
Methylated Spirit	H
Methyl Cellosolve	H

Material	Class of Hazard
Methyl Chloride	H
Methylene Chloride. See Dichlormethylene	
Methy Ethyl Ketone	E.H
Methyl Formate	E.H
Mexican Fibre	H
Millet Stalk (Vegetable Fibre)	H
Mineral Black	H
Mineral Oils, and their liquid products. See Oils Mineral etc.	
Mineral Turpentine. See Turpentine	
Mineral Wax	H
Mint See Herbs	
Mirbane Oil. See Nitro Benzene	
Molascuit	H
Molasses Meal	H
Molassine Meal	H
Monkey Bass(Vegetable Fibre)	H
Monkey Bread tree Fibre	H
Monkey Nuts (Shelled)	H
Monochlor-Acetic Acid	H
Mono Nitramilrue (Nitra Line)	H
Mono Nitro Aniline. See Mono Nitraniline	
Mono Nitro Naphthalene	H
Mono Nitor Phenol. See Nitro Phenol (Mono)	
Mono Nitro Toluol See Nitro Toluene (Mouo)	
Moss, dried of all kinds	H
Mould Coats	H
Mulberyy fibre	H
Mungo	H
Muriatic Acid. See Hydrochloric Acid	
Murva Fibre	H
Musa Fibres	H
Murrah	H
Mono Nitro Toluil. See Nitro Toluene (Mono)	
Naptha. F.P. below 24.4%	E.H
F.P. not below 65.5C	H
Naphthalene	H
Neats foot oil. See Oils, Oils animal, fish etc.	
Nettle Fibres	H
New Zealand Flax (Vegetable Fibre)	H
New Zeland Hemp (Vegetable Fibre)	H
Nickel Feroxide.	H
Nitraniline See Mono Nitraniline	
Nitrate Mixtures	E.H

Material	Class of Hazard
Nitrates of all kinds	E.H
Nitrate of Ammonia. See Amonium Nitrate	
Nitrate of Iron. See Ferric Nitrate	
Nitrate of Lime. See Calcium Nitrate	
Nitrate of Soda. See Sodium Nitrate	
Nitre, Sweet Spirits of	E.H
Nitric Acid	E.H
Nitrites of all kinds	E.H
Nitrite of Potash. See Potassium Nitrite	
Nitrite of Soda See Sodium Nitride	
Nitro Anilines. See Mono Oi, Tri and Tera	
Nitro Anilines	H
Nitro Benzene	H
Nitro Benzol. See Nitro Benzene	
Nitro Cellulose; Plastic	H
Nitro Chalk	H
Nitro Compounds (Explosive)	E.H
Nitro Glycerine (Explosive)	E.H
Nitrolim. See Calcium Cyanamide	
Nitro-Mannite	E.H
Nitro-Methano	H
Nitro N-Phthalenes. See Mono Di, Tri and Etra Nitro Naphthalene's	
Nitro Phenol (Mono)	H
Nitrose Phenel	H
Nitro Starch (Explosive)	E.H
Nitro Toluene (Mono)	H
Nitro Tolul (Mon. See Nitro Toleuene (Mono))	
Nirrous Ether. See Ethyl Nitrites	
Nitrous Oxide	H
Non-flammable cellulose. Base articles or waste. See Cellulose base articles or waste	
Nordhausen Sulphuric Acid. See Sulphuric Acid .Nordausen	
Nut Oil, See Oils, animal, Fish, etc.	
Nuts See under specific names	
Oakum	H
*Oil Cake	H
Oiled Clothing. See clothing, Oiled	
Oiled Paper. See paper	
Oiled Sheets, See Sheets, Oiled	
Oiled textile-materials. See textile materials, oiled	
Oil Foots. See foots (Oil and Varnish)	H
Oil Gas	
Oil of Mibbane See Nitro Benzene	

Material	Class of Hazard
Oil of Vitriol See sulphuric Acid (Concentrated)	
Oils, Animals, Fish and Essential, other than medicinal, edible and essential oils packed in bottles in case or in tins in cases	H
Oils, Vegetable (other than tins not exceeding 10 Lbs in weight and/or bottled)	H
Oils, Illuminating	E.H.
F.P. below 24.40C	H
F.P. not below 24.40C	H
Oils - Mineral, Rock, Schist, Shale Petroleum, Tar and their liquid products (except medical, packed in bottles in cases or in tins in cases)	
F.P. below 24.40C	E.H
F.P. not below 24.40C	H
Oil-seed Cake (including Cotton Seed Cake)	H
Oil Seed Meal. See Meal, Oil Seed	
Oil sheets	H
Oily Bags. See Bags	
Oily Waste. See Waste	
Oleine	H
Oleo H	
Oleum	H
Olibanum	E.H
Olive Oil, See Oils, Animal, Fish, etc.	
Opponax	H
Ortho Nitro Phenol	H
Ortho Nitro Toluene Oxzlic acid. See Poisons	
Oxygen	H
Ozokerite	H
Paint Removers	
F.P. below 24.40C	E.H
F. P. not below 24.40C	H
Paints	
FP below 24.40C	E.H
FP. not below 24.40C	H
Palm Butter	H
Palmette Grass	H
Palm fibres	H
Palm Kernel Oil. See Oils Animal fish etc	
Palm Kernels	H.
Palm Leaves. See leaves .	
Palm Nuts	H
Palm Oils, See Oils, Animal, fish, etc.	
Palmyra-Fibre	H
Pampas Plumes	H

Material	Class of Hazard
Paper-	
Asphalted	
Oiled H	
Tarred	
Paper shaving. See shavings, wood or paper	
Papyrus (vegetable fibre)	H
Paraffin Oil, see Oils, Mineral, etc.	
Paraffin Wax	H
Paraldehyde	E.H
Paramatta Grass (vegetable fibre)	H
Para-Nitro-Acetanilide	H
Para-nitro Phenol	H
Para-nitrosodimethylaniline	H
Patchouli Veaves See Leaves	
Pea Nut Oil. See Oils Animal, Fish etc. Pea Nut (Shelled)	
Peat Dust	H
Peat Moss. See Moss	
Peat Mould	
Pentane	H
Pentene See Amylene	E.H
Peppermint Oil. See Oils Animal, Fish Etc.	
Perchlorate of ammonia see Ammonium Perchlorate	
Perchlorate Mixtures (Explosive)	E.H
Perchlorates of all kinds	E.H
Perchlorate of Potash. See Potassium Perchlorate	
Perchlorate of Soda. See Sodium Perchlorate	
Percussion Caps (Explosive)	E.H
Permanganates of all kinds	H
Permanganate of Potash-See Potassium permangante	
Permanganate of sods. See Sodium Permanganate Peroxide of all kinds	H
Peroxide of Benzoyl. See Benzoyl Deroxide	
Peroxide of Hydrogen. See Hdrogen	
Peroxide Peroxide of Lead. See lead Dioxide	
Peroxide of Manganese. See Manganese Dioxide	
Peroxide of Potassium See Potassium Peroxide	
Peroxide of Zinc. See Zinc Peroxide	H
Persulphates of all kinds	
Peru Balsam. See Balsams	
Petrol	E.H
Petroleum, See Oils, Minerals etc.	
Petroleum Ether	H
Petroleum Jelly	H

Material	Class of Hazard
Petroleum Oils and their liquid products	
See Oil. Mineral, etc.	
Pharmaceutical Chemicals and Drugs -	
Liquid or solid, consisting or containing or made up with substances listed as Hazardous. Unless packed in bottles not exceeding one Minchster quart in capacity or in tins or jars containing not more than 10 Lb and packed in cases	H
Pharmaceutical Drugs See Pharmauceutical Chemicals and Drugs	
Phenol (Carbolic Acid) see Poisons	
Phosgene See Carbonyl chloride	
Phosphine	E.H
Phosphonium Iodide	E.H
Phosphoric Acid	3B
Phosphorus -	
Amorphous. See Amorphous Phosphorous	
Red See Red Phosphorous	
White. See White Phosphorous	
Phosphorous Pentachloride	H
Phosphorous Sesquisulphide	E.H
Phosphorous Sulphides (Except Phosphorous sesquisulphide q.v.)	H
Phosphorous Trichloride	H
Photographic Flash Powders See Flash Powders. Photographic	
Pissava of all kinds (vegetable fibre)	H
Picramic Acid. See Die Nitre amido Phenol	
Picra-tas (Explosives)	E.H
Picric Acid See Tri Nitro Phenol	
Pineapple Grass	H
Pine Bark	H
Pinene	
Pine Oil See Oils Animal, fish etc.	
Pine Tar Oil. See Oils Minerals, Tar etc	
Pita Fibre	H
Pitch H	
Plantain Fibre	H
Poisons, if stored on the same floor as or on floors-above foodstuffs H	
Polishing Liquids. Creams and Pastes. See cleaning and polishing liquids creams and pastes	
	H
Pontionac	H
Poppy seed Oil. See Oils. Anikal, Fish etc.	E.H
Potable Spirits. See Spirits, Potable	E.H
Potassium	E.H
Potassium Bichromate	H

Material	Class of Hazard
Potassium Binoxalate. See Poisons	
Potassium Chlorate	E.H
Potassium Cyanide. See Poisons	
Potassium Ferricyanide. See Poisons	
Potassium Ferrocyanide. See Poisons	
Potassium Hydroxide	H
Potassium Nitrate	E.H
Potassium Nitrite	E.H
Potassium Perchlorate	E.H
Potassium Permanganate	H
Potassium Peroxide	E.H
Potassium Persulphate	H
Potassium Sulphide	H
Powders, Metallic, see under specific names	
Printing Inks, See Inks Printing	
Propyl Acetate	E.H
Propyl Alcohol	E.H
Prussiate of Potash. See Poisons	
Prussic Acid See Poison	
Pulverished coal See coal Pulverised	
Pure Alcohol	P.H
Pyrene	H
Pyrethrum Flowers See Flowers	
Pyridine -	
F.P. below 24.40C	E.H
F.P. not below 24.40c	E.H
Pyridene Base	
F.P. below 24.40C	E.H
F.P. not below 24.40C	H
Pyroxofm. See Potassium Sulphide	
Pyrogalloc Acid. See Poisons	
Quicklime. See Lime Unslaked	
Quinenoxime. See Nitroso Phenol	
Raffia (Vegetable Fibre)	H
Rags -	
Clean Rags (Not including clean textile cuttings)	H
Oily or Creasy Rags	E.H
Ramie (Vegetable Fibre)	H
Rape Oil. See Oils Animal, Fish etc.	
Raphia, See Raffia	
Rayon Fibre	H
Rayon Waste	H
Rayophane Papers (Loose)	H

Material	Class of Hazard
Rectified Spirits of Wine See Spirits of Wine. Rectified	
Red Lead. See Poisons	
Red Lead See Poisons	
Red Phosphorous	H
Renovators	
F.P. below 75 OF	E.H
FP. not below 73 OF	H
Resins Natural	H
Resinates	H
Rhea Fibre	H
Rhigolene	H
Rice Root (Vegetable Fibre)	E.H
Rockets	E.H
Rock Gas	H
Rock Oils and their liquid products. See Oils. Mineral etc.	
Roofing felt, see Felt	
Rope, Tarred	H
Rosenary. See Herbs	
Rosin H	
Rosin Oils	H
Rosin Spirit	H
Rubber spirit	H
Rubber Goods, Old. See Pubber Waste	
Rubber, Reclaimed	H
Rubber Seed Oil, /see Oils, Animal, Fish etc.	
Rubber Solution-	
Containing mineral naphtha-	
FP. below 730F or bi-sulphide of carbon	E.H
FP. between 730F and 150F	H
Rubber waste including old rubber goods	H
Rum, See Spirits, Potable	
Russian Mats. See Mats, archangel or Russian	
Rye Grass	
Sacks and Bags, See Bags and Sacks	H
Safety cartridges. See ammunition	
Safety fuses. See ammunition	
Safflower flowers. See Flowers	
Saffron flowers See Flowers	
Sage. See Herbs	
Salpetre. See Potassium Nitrate	
Salvage Goods, Fire or Water-damaged	H
If so classified before damage	E.H
Sandarac	H
Sansevieria Biores	H
Saw Dust	H

Material	Class of Hazard
Schist Oils and their liquid products-See Oils Mineral etc.	
Screenings, cotton seed Cotton Seed Screenings	
Seal Oil. See Oils, animal, Fish etc.	
Seeds. See under specific names	
Senna leaves. See Leaves	
Seasame oil See Oils animals, fish etc.	
Shale Oils and their liquid products. See Oils mineral etc.	
Shark Oil. See Oils Animal, fish etc.	
Shavings, wood or paper	H
Sheep Dips. See Poisons	
Sheets Oiled	H
Ship's Flares, See Flares	H
Shoddy	
Signal Lights	E.H
Signal (Explosive)	E.H
Silk Waste (artificial) See Rayon Waste	
Silver Cyanide. See Poisons	
Sisal (vegetable fibre)	H
Snap's for Bon-bon crackers or cossaques	E.H
Sodium	E.H
Sodium Amalgam	E.H
Sodium Bichromate	H
Sodium Chlorate	E.H
Sodium Cyanide, See Poisons	
Sodium Hydro Sulphite	E.H
Sodium Hydroxide	H
Sodium Nitrate	E.H
Sodium Nitrite	E.H
Sodium Perchlorate	E.H
Sodium Permanganate	H
Sodium Peroxide	E.H
Sodium Sulphide	E.H
Sodox	E.
Solidified Spirits. See spirits Solidified	
Solygnum Wood preservative	
Solvents	
F.P. below 24.40C	E.H
F.P. between 24.40C and 65.50C	H
Soot H	
Material	Class of Hazards
Sorghum Stalk (Vegetable Fibre)	H
Soya Bean Oil, See Oils, animal, fish etc	
Spangle Lights	H
Spanish Black	H

Material	Class of Hazard
Spent Hops See Hpps. Spent	
Sphagnum Moss, See Moss	
Spirits, Industrial	E.H
Spirits of Ammonia. See Ammonia	
Spirits of salts	H
Spirits of twine, Rectified	E.H
Spirits Potable unless packed in bottles or jars	E.H
Spirits, solidified	
Stains -	
F.P. below 24.40C	E.H
F.P. not below 24.40C	H
Stearic Acid in powder form in steel drums	H
Stearline	H
Storax Balsam. See Balsams	
Straw (Vegetable Fibre)	H
Straw Develops	H
Straw Plants	H
String Tarred	H
Strontium	E.H
Strontium chlorate	E.H
Strontium Nitrate	E.H
Strontium Peroxide	E.H
Suint	H
Sulphide of Barium. See Barium Sulphide	
Sulphide of Calcium. see Calcium Sulphide	
Sulphide of Copper. See Copper Sulphide	
Sulphide of Iron. See Iron sulphide	
Sulphide of Lime. See Calcium Sulphide	
Sulphide of phosphorous. See Phosphorous Sulphide	
Sulphide of Potash. See Potassium sulphide	
Sulphide of Soda. See Sodium Sulphide	
Sulphite. Waste Liquor	H
Sulphur	
Sulphur Chlorides (Monochloride and Dichloride)	H
Sulphur Dyes. Unless containing atleast 10% of inert inorganic salt and packed in air tight metal vessels	H
Sulphur Precip in 1 Lb packets	H
Sulphuric Acid. (Concentrated)	E.H
Sulphuric Acid. (Dilute)	H
Sulphuric Acid. Nordhausen	H
Sulphuric ether	E.H
Sumach Leaves. See Leaves	
Sunflower Oil. See Oils, Animal, Fish etc.	
Sunn Hemp (Vegetable Fibre)	H

Material	Class of Hazard
Sweet Spirits of Nitre. See Nitre sweet spirits of Tallo	H
Tampico Hemp (Vegetable Fibre)	H
Tar, all kinds	H
Tar Oils and their liquid products (other than in bottles)	H
Tarpaulins	H
Tarpaulin papers	H
Tarred Cloth. See Cloth, Tarred	
Tarred Felt. see Felt.	
Tarred Paper. See Paper	
Tarred Rope. See Rope, Tarred	
Tarred String. See String, Tarred	
Tarred Twine. See Twine, Tarred	
Tartar Entic. See Poisons	
Tea Seed Oil. See Oils, Animal, Fish etc.	
Teasles, See flowers, dried	H
Terebene	H
Tetralin	E.H
Tetra Nitro Aniline	E.H
Tetro Nitro Methyl Aniline	H
Tetro Nitro Napthalene	E.H
Textile Materials, Oiled	H
Rhermit	E.H
Thistledown (Vegetable fibre)	H
Thorium Nitrate	E.H
Thus H	
Thyme (See Herbs)	H
Toddy (Vegetable Fibre)	H
Telu Balsam See Balsams	
Toluene	E.H
Toluol. See Toluene	
Tow of all kinds	H
Tree Cotton (Vegetable Fibre)	H
Trion-esyl Phosphate	H
Tri Nitro Aniline	E.H
Tri Nitro Benzene	E.H.
Tri Nitro Benzole. See Tri Nitro Benzene	
Tri Nitro Napthalene	E.H.
Tri Nitro Phenol	E.H.
Tri Nitro Toleuene	E.H.
Tri Nitro Toluo. See Tri Nitro Toluene	
Tri Sodium Phosphates in barrels (American)	H
Trotter Oil. See Oils, animal, Fish etc.	
Tula Fibre	H

Material	Class of Hazard
Tung Oil. See Oils, Animal, Fish etc.	
Tula Fibre	H
Tung Oil See Oil, Animal, Fish etc.	
Turkey Red Oil	H
Turpentine	H
Turpentine Substitute	H
tutty Powder. See Zinc Powder	
Twine Tarred	H
Tri Nitro Apisole	EH.
Unmanufactured Rubber. if stored with other goods (other goods means all kinds)	H
Unslaked Lime. See Lime, unslaked	
Uranium Nitrate	
Varnishes (other than Litho Varnish)	
F.P. below 24.40C	E.H.
F.P. not below 24.40c	H
Vaseline. See Petroleum Jelly	H
Vegetable Black	H
Vegetable Down See Down, Vegetable	H
Vegetable Fibres of all kinds	H
Vegetable Horse, Hair (Vegetable fibre)	H
Vegetable Oils, See Oils animal, Fish etc.	
Vegetable /silk (Vegetable Fibre)	H
Vegetable Wool (Vegetable Fibre)	H
Vetrial See Sulphuric Acid (Concentrated)	
Vodka. See Spirits, Potable	
Wagner Lockheed No. 21	H
Wanger Lockheed No. 21 B (if having an Oil base)	H
Waste of all kinds(excluding waste silk and tea waste)	H
Waste Celluloid	E.H.,
Waste Oily or Greasy	E.H.
Waterproofed cloth using an oil based solution	H
Water proofing solutions	
F.P. below 24.40C	E.H
F.P. between 24.40C and 65.50C	H
Wax of all kinds	H
Whale Oil. See Oils, Animal, Fish etc.	
Whisk (Vegetable Fibres)	
Whisky. See Spirits. Potable	
White Lead See Poisons	
White Phosphorous	E.H
White Spirit	H
Wood Alchohol	E.H

Material	Class of Hazard
Wood Fibre	H
Wood Flour	H
Wood Meal	H
Wood Oil See Oils Animal, fish etc	
Wood Shavings. See Shavings. Wood or paper	
Wood Spirit	E.H
Wood Wool	H
Wool Grease	H
Xylene-	
F.P. below 24.40C	E.H
F.P. not below 24.40C	H
Xylol. See Xylene	
Xylonite	E.H
Xylonite Solutions	E.H
Yellow Phosphorous	E.H
Yucca Fibre	H
Zacaton (Vegetable Fibre)	H
Zinc Richromate	H
Zinc Chlorate	E.H
Zinc Chloride. See Poisons	
Zinc Cyanide See Poisons	
ZincDust (Metallic)	E.H
Zinc Dust Sulphate	H
Zinc Peroxide	E.H
Zinc Powder	E.H

APPENDIX "30-A"

SCHEDULE OF CHARGES TO BE LEVIED FOR HIRE OF FIRE APPLIANCES AND (FORCE) TO RENDER INTER STATE HELP

(See Para 5 under 30 Miscellaneous)

Occasion when the Fire Force & Fire Equipment may attend free of cost or otherwise, should be as follows: -

Within Jurisdiction

- (i) Special services free of charge in all cases of human and animal rescuer works from fires, accidents or other emergencies for any length of time.
- (ii) Special services other than above to be charged for at all times on slab system for the total period the fire equipment is out on duty.

Outside Jurisdiction

- (i) Special services in all cases of attending fires, accidents or other emergencies and rescuer works to be charged on a slab system for the full time the fire equipment is out on duty.
- (ii) Special services other than above also to be charged for all times on slab system for the total period the fire equipment is out on duty.

- Note:**
- 1. Time of duty to be reckoned from the time the fire unit leaves garage to the time it returns thereto.
 - 2. Mutual arrangements regarding levy of charges or otherwise may be brought about between neighbouring authorities.

Formula for Hire of Fire Fighting Equipment may be as follows :-

- (a) Purchase cost of equipment = X (to be rounded up)
- (b) Life of equipment = Y years
- (c) Annual depreciation = X divided by Y
- (d) Monthly depreciation = X divided by 12Y
- (e) Depreciation per day = X divided by 12x3
- (a) Charges to be levied within jurisdiction Depreciation per day plus 20% and maintenance charge (excluding consumption of fuel, oil, etc.). The figure to be rounded up to the nearest 5th of 10th digit as the case may be.....Say Z.

The charge of Rs. Z to be levied for the first 4 hours or a fraction thereof and 50% of this charge should be levied for every subsequent two hours or a part thereof.

- (b) Charge to be levied at twice the rate applicable outside jurisdiction within jurisdiction, viz = 4Z (for the first eight hours or a fraction thereof): -

50% of this rate should be levied for every 4 hours or a fraction thereof.

In addition to above charges, extra charges should be levied for the actual consumption of fuel, oil, etc. and also for the services of the members of staff who attend.

Charges for the members of staff who attend should be calculated at the rate of a day's wages worked out on "pay plus dearness pay" for every 4 hours or a fraction thereof. 50% of this may be credited to the department and the other 50% paid to individual members for their work.

In such cases, a reasonable sum may be collected as deposit immediately on completion of the job and the hire charges etc. worked out on the above formula may be adjusted against it in due course.

APPENDIX "30-B"

GENERAL RULES TO BE FOLLOWED FOR COMPETITION DRILLS

(See Para 8 under 30 Miscellaneous)

- (i) Fire Trailer Pump.
- (ii) Extension Ladder with Rescue.
- (iii) Tactical Medley.

Crew

The crew shall consist of six members i.e. one Leading Fireman (who shall be in charge), one Driver/Operator (No.6 of the crew) and four firemen. Officers may also participate in the drill competition forming any member of the crew.

Uniform

The crew shall wear the uniform that is normally worn at the time of attending fire calls i.e. Helmets, Fire Tunics (with rank markings where necessary), Trousers, Gum Boots, Belt with Axe and Belt Lines.

Judges

The Panel of Judges will consist of the Chief Officer of the host State and four other Principal Officers to be decided by the Committee. The decision of the judges shall be final and binding.

Method of Work

- (a) Although the general principles as laid down in the Drill Manual for the Fire Services in India will be observed, the crew may not strictly follow the drills as laid down there, during the Competition stage, the aim being to finish the work as quickly as possible using all men at the Command of the Leader. NO.6 of the crew will however remain as Driver/Operator.
- (b) The teams completing the drills with the minimum timing (including penalties) shall be awarded trophies and prizes.
- (c) In the event of a tie, the timing of the performance will be taken into account to arrive at a decision and in the event of a further tie, the team concerned shall perform the drill again.
- (d) The teams taking part in the competitions should submit the list of names of the crew sufficiently in advance and within the specified period. Substitutes will be allowed only in case of injuries/sickness and that too with the approval of the judges.
- (e) Non-compliance with any of the general rules may result in disqualification.
 - (f) A team not completing the drill or in the even of failure to complete it within the Schedule time, shall be disqualified.
 - (g) Each State or Service may send only one team for each drill, which may include to reserves against any sickness or accidental injury.
 - (h) The use of non-standard equipments will not be permitted, unless otherwise specified.
 - (i) All doors and lockers of appliances will be kept closed prior to the commencement of the drill.
 - (j) The Host State will provided standard equipments for the drills, including Delivery hose, Suction hose, ropes and lines and such other equipments, as would be necessary.

Penalties

- (a) Penalties as specified against each drill, to be noted carefully by members of the crew. Commitment of any of them will lead to the addition of the timing of the performance by the corresponding timings, as indicated against each.
- (b) Touching the gears and equipments after the final whistle is blown (whether intentional or un-intentional) shall result in a heavy penalty, as mentioned under the schedule of penalties.
- (c) The appliance striking against a stationary object while driving it into position shall result in disqualification of the team.

- (d) Any team trying a foul start (before the whistle is blown) will be warned twice and if it is repeated a third time, it will be liable to disqualification and it may not be allowed to compete.

FIRE TRAILER PUMP DRILL COMPETITION (SCHEDULE TIME.....3 MINUTES)

Preliminary

The drill shall consist of getting two lines of hose to work from Trailer Pump drawing water from a static tank/Dam, knocking down two targets and "Making up".

2. Appliances and Equipment

- (a) **Trailer Pump*.-** A Trailer pump shall be placed in a marked position with all jacks lowered, towing eye facing the target and towing bars folded. The suction inlet should have the blank cap (chained) fitted, hand tight.
- (b) **Suction Hose.-** Two 4" Suction hose, each of 8 ft. length shall be kept on the trailer pump on the brackets provided for the purpose with the straps opened up. The suction on the off side brackets shall have the metal strainer fitted.
- (c) **Suction Wrenches.-** A pair of suction wrenches of the conventional type i.e., the one with a semi-circular bent with an eye. To suit the couplings of the suction hose shall be placed alongside the delivery hose in the place marked and should be used for tightening the intermediate and intake joints.
- (d) **Manila Line.-** A two inch short line about 50 ft. long shall be kept in a coiled position, alongside the delivery hoses in the position marked and shall be used, one half for securing the suctions. Viz. a clove hitch at the strainer. An half hitch at the intermediate joint and a round turn and two half hitches on the near side rear stay of the trailer pump and the other half for lowering the suctions into the water. The line shall remain taut between the round turn and two half hitches right up to the clove hitch.
- (e) **Delivery Hose.-** Length of delivery hose (2½") size lengths if each of 50' or four length if each of 75' with couplings shall be kept on the ground in the marked positions, tightly rolled with female couplings inside.
- (f) **Branches.-** Two short (emergency) branches with 5/8" nozzles shall be kept alongside the hose on the ground, in the marked positions.
- (g) **Water Source.-** A static Tank/Dam full of water shall be arranged at the rear of the pump 2 ft behind the starting line.
- (h) **Target.-** The target shall be a board 18" square, painted white and should be hinged to a stand so that the board will fold up when struck by a jet from the branch. Hitting the target in this manner shall be termed "Knocking down the target". The top of the target shall be 3 ft. 8 ins. From the ground. The board shall be balanced upright by a counter-weight at the bottom. Two such targets shall be kept 7 ft. apart at a distance of 180 ft. from the starting line.

3. Starting Line

A starting line shall be marked at the rear of the pump 3 paces from the suction inlet and the crew shall be on this line at start of the competition.

4. Drill

The crew shall fall-in on the starting line with No.1 on the left in such a way that Nos. 3 & 4 are in line with the nearside the off side deliveries respectively of the pump. The trailer pump engine shall be kept started with all other equipments in their proper places.

The drill shall commence with the blowing of the first whistle by the starter and the time shall be reckoned from the time the first whistle is blown. Immediately the whistle is blown, the crew shall start work which will be as follows:-

On the whistle the crew will couple up two lengths of suction hose and connect it to the inlet of the pump. All joints are to be tightened up properly using wrenches correctly (i.e. the curve of the wrench should follow the

curve of the coupling). The suction hose should be secured by the Manila line, gently lowered into the water, tank/dam, pump primed water drawn and then delivered. Cooling control cock should then be opened.

Simultaneously two deliveries with three length of 50 each or two lengths of 75 ft. each shall be laid out connecting them to the two deliveries of the pump and fixing the branch at the end of the third hose in each case. The jats shall then be directed on to the two targets, knocking them down. When both the targets are knocked down, a (second) whistle will be blown by the leader of the team which shall be the signal for "Making up". The engine of the Trailer pump should then be shut down, petrol cock closed, cooling control cock closed, suctions disconnected, brought back and replaced in their original place on the trailer pump. The Manila line and suction wrenches should also be put back in their proper places from where they were taken out. The Manila line should be coiled up. The delivery hose lengths should be disconnected from the pump and the valves closed. All couplings and branches should also be disconnected from the delivery lines, hoses properly under-run and neatly rolled up with the female coupling inside and replaced on the ground from where they were taken out along with the branches, after which the crew will line up on the starting line. The third (final) whistle will be blown by the starting when all the members of the crew are on the starting line.

The total time calculated shall be from the time of the first whistle to the time of the third and final whistle.

Penalties as indicated in the stacked sheet will be imposed for the faults mentioned therein and will be added to the actual time taken for the drill in deciding the final result.

N.B.-For conversion of the figures into Metric Units, please read as follows: -

Suction Hose-	4" size = 100m.m
	8 ft. length = 2.5metres
Manilas Lines-	50 ft. length of 2" size = 15 metres of line of 50m.m. size.
Delivery Hoses	2½" R.L. = 63m.m.R.L.
	50' length = 15metres.
Branches-	5/8" size = 15.5m.m. (app.)
Water Sources-	Distance of 2 ft. = 7metre (app.)
Target-	18" square = 45c. m. square
	3 ft. 9 inches = 1.5 metres
	7ft = 2metres.
	Distance of 180 ft. = 56 metres

FIRE TRAILER PUMP DRILL COMPETITION FAULTS & PENALTIES

1.	Dropping of Suction Coupling of the ground while connecting and disconnection - per fault	3secs
2.	Suction Couplings not tightened with wrenches-per fault	2 secs.
3.	Suction improperly secured with rope-per fault	1 sec.
4.	Manila line loose between stays & strainer	1 sec.
5.	Dropping of delivery hose coupling while laying out and "making-up"-per fault.	3 secs.
6.	Dropping of branch pipes (at any stage)-per fault	2 secs.
7.	Excessive dragging of delivery hose-per fault	2 secs.
8.	Failure to open cooling system, if provided.	2 secs.
9.	Bursting of delivery hoses due to sudden high pressure-per fault	2 secs.
10.	"Water on" signal before connecting branch-per fault	1 sec.
11.	"Knocking down" wrong target-per fault	2 secs.
12.	Disconnecting branches and delivery hose couplings before "whistle by the Leader of the team for make-up" in spite of having "knocked	

	down Target"-perfault	1 sec.
13.	Failure to shut down engines on "Make-up"	1 sec.
14.	Failure to close Petrol Cock	1 sec.
15.	Failure to close Cooling Control Cock, if provided.	1 sec.
16.	Failure to replace suction Hoses in proper place.	2 sec.
17.	Failure to replace Suction Blank Cap (hand tight)	1 sec.
18.	Failure to close Delivery Valves properly-per fault	1 sec.
19.	Failure to put back wrenches in proper place.	2 sec.
20.	Failure to "Make-up" Manila Line properly.	1 sec.
21.	Failure to put back Manila line in proper place.	1 sec.
22.	Under running delivery hose before disconnecting-per fault	2 secs.
23.	Failure to under run hoses properly-per fault.	2 secs.
24.	Failure to roll up hoses properly-per fault	2 secs.
25.	Failure to replace hoses in proper place-per fault	2 secs.
26.	"Throwing" rolled hose-per fault	2 secs.
27.	Failure to keep branches in proper place.	2 secs.
28.	Trying to rectify faults after third whistle-per fault	3 secs.

EXTENSION LADDER DRILL COMPETITION WITH RESCUE

(Schedule time - 2½mts)

Preliminary

The drill shall consist of extending and patching an Extension Ladder to the second floor, rescuing a casualty (dummy), carrying it down, lowering it on to a stretcher and "Making-up".

Appliances & Equipment:

***(a) Fire Tender/Motor Pump+**

A fire tender or a motor pump with an Extension ladders shall be stationed in a marked position at the distance of 75 ft. from the drill tower.

(b) Extension Ladder-

A 35 ft. wooden extension ladder (trussed type) shall be kept on the fire tender properly secured.

(c) Stretcher

A stretcher shall be kept on the fire or Motor Pump, alongside the ladder properly secured by leather straps.

(d) Casualty

A dummy shall be kept on the second floor for rescue work (Fireman's lift).

Starting line

Starting line shall be marked at least 75 ft. away from the Drill Tower and the front wheel of the Fire Tender shall be on this line at the start of the competition.

Drill

The crew shall be in mounted position, each member of the crew being in his respective seat. The engine shall be started and all doors properly closed.

The drill shall commence with the blowing of a whistle by the starter and the timing is reckoned from the

time the first whistle is blown, the crew shall start work which will be as follows :-

On the whistle, the vehicle shall be moved forward to any spot as desired by the leader of the team. As the vehicle stops, the crew shall dismount, unship the ladder, carry it to the drill tower, extend and pitch it to the second floor in such a way that the head of the ladder is above the horizontal mark on the Drill Tower. This mark shall be at a height of 25 ft. from the ground. The Leading Fireman will then climb the ladder, step on to the second floor and start rescue work. He will pick up the casualty (dummy) and by the "Fireman's Lift" bring down the casualty to a stretcher, which will be brought to the foot of the ladder by two members of the crew. When the casualty has been lowered to the stretcher, a (second) whistle shall be blown by the leader of the team which will be the signal for "Making up". The stretcher with the dummy will, however be carried away by the two stretcher bearers to a marked place 20 ft. away from the lower where the casualty will be taken off from the stretcher, gently placed on the ground, the stretcher made up and carried back to the appliance from where it was taken and properly strapped up. The ladder shall not be left unattended, while the leading Fireman is ascending or descending.

When the ladder is made up, it should be shipped on the appliance and the head etc. properly secured.

After all the gears are made up and restored on the appliance, the crew will mount, take up their respective seats and close the doors when the vehicle will be driven back to the starting line. As the rear wheels of the appliance cross the starting line, a (third) final whistle will be blown by the starter.

The total time taken for the drill shall be from the time the first whistle is blown to the third and final whistle.

Penalties as indicated on page 278 will be imposed for the faults mentioned therein and will be added to the actual time taken for the drill in deciding the final placings.

N.B.- For conversion into metric units, please read as follows :-

Position of Fire Tender/Motor pump - Distance of 75 feet=24metres.

Ladder - 35 ft.=10.5metres.

Mark on drill tower-25 ft.=7.8metres (app.)

Position of stretcher-20 ft.=6metres.

EXTENSION LADDER DRILL COMPETITION-FAULTS & PENALTIES

- | | |
|---|----------|
| 1. Dismounting before the vehicle is stopped-per fault | 2 Secs. |
| 2. Allowing the ladder to fall on the ground at any stage of the drill-per fault. | 10 Secs. |
| 3. Lowering the head of the ladder heavily against the drill tower. | 5 Secs. |
| 4. The heading the ladder grazing against the wall of the drill tower while extending or lowering-per fault | 2 Secs. |
| 5. Failure to pitch the ladder above the horizontal mark on the tower. | 2 Secs. |
| 6. Failure to maintain the safe working angle. | 2 Secs. |
| 7. Leaving the ladder unattended while the Leading Fireman is ascending or descending-per fault. | 3 Secs. |
| 8. Propping the stretcher on the ground at any stage of the drill-per fault | 3 Secs. |
| 9. Failure to open up stretcher properly. | 2 Secs. |
| 10. Rough handling of dummy while rescuing or lowering on to stretcher or ground-per fault. | 3 Secs. |
| 11. Dummy slipping off from shoulders while carrying down. | 30 Secs. |
| 12. Failure to keep stretcher properly and in its place on "Make up"-per fault. | 2 Secs. |
| 13. Dropping the ladder heavily on the gallows while shipping. | 3 Secs. |
| 14. Failure to engage pawls after housing. | 2 Secs. |
| 15. Failure to secure the ladder properly-per fault. | 2 Secs. |

- | | | |
|-----|--|---------|
| 16. | Trying to mount a vehicle which is in motion-per fault. | 1 Sec. |
| 17. | Doors of Fire Tender not properly closed-per fault. | 2 Secs. |
| 18. | Trying to rectify faults after the third whistle is blown-per attempt. | 3 Secs. |
| 19. | Running with the stretcher bearing the casualty on it. | 3 Secs. |

TACTICAL MEDLEY DRILL COMPETITION

Preliminary

The drill shall consist of hauling up a branch and line of hose to the second floor using an Extension Ladder, rescuing a casualty (dummy) by Fireman's Life, working a Trailer pump to draw water from a Tank/ Dam situated at a minimum distance of 75 ft. from the Drill Tower, knocking down a Target and "Making up".

Appliances & Equipments

- (a) **Fire Tender-** A fire tender (towing vehicle) with an Extension ladder and a large trailer pump (400 galls. /minutes) hooked up, shall be stationed in a marked position at a minimum distance of 75' from the Drill Tower.
- (b) **Extension Ladder-** A 35" wooden extension ladder (trussed type) shall be kept in position on the fire tender properly secured.
- (c) **Trailer Pump -** A large trailer pump (400 g.p.m./1800 liters/minutes) shall be hooked on to the fire tender. The pump inlet should have the blank cap (chained) hand tight. Towing bars shall be kept folded and all three jacks raised and tightened with the safety pins in position. The safety pins should also be chained.
- (d) **Suction Hose -** Two 4" suction hose, each of 8 ft. length shall be kept on the buckets provided with the straps opened up. The suction on the off side brackets shall have the metal strainer fitted.
- (e) **Suction Wrenches-** A pair of suction wrenches of the universal type shall be kept in the locker of the towing vehicle and should be used for tightening the intermediate and inlet joints of the suction.
- (f) **Manila Line-** A two inch short line about 50 ft, long shall be kept in a coiled state in the locker of the Fire Tender near the suction wrenches for suction work and a 2" long line (100 ft.) for hauling up the hose with branch.
- (g) **Delivery Hose-** Lengths of delivery hoses (2½") three lengths if each of 50' or two lengths if each of 75" with couplings shall be kept in the locker of the Fire Tender. Hose shall be rolled tight with the female coupling inside.
- (h) **Branches-** One short (emergency) branch with 5/8" nozzle shall be kept in the locker of the Fire Tender.
- (i) **Casualty -** A dummy shall be kept on the second floor for rescuer work (Firemen's Lift).
- (o) **Water Source-** A static tank/dam full of water shall be provided at a minimum distance of 75 ft. from the drill tower.
- (k) **Target-** A target of the type mentioned in "Fire Trailer Pump Drill" shall be kept at a distance of 20 ft. from the drill tower in line with the branch on the second floor.
- (l) **Starting Line -** A starting line shall be marked at a distance of 75" away from the drill tower and the front wheel of the fire tender shall be on this line at the start of the drill.

Drill

› The crew shall be in the mounted position each member being in his respective seat and the engine shall be started up.

The drill shall commence with the blowing of the first whistle by the starter and the time shall be reckoned from the time the first whistle is blown. The crew shall commence work as soon as the whistle is blown which shall be as follows :-

On the whistle, the vehicle shall be moved forward to any spot desired by the leader with the pump,

couple up two lengths of suction of connect it to the inlet of the pump, using the suction wrenches for tightening of all joints and using the short manila line for securing the suctions with a clove hitch at the strainer end, an half hitch at the intermediate joint and round turn and two half hitches at the near side rear stay, of the pump, gently lowered into the Water tank/dam prima the pump, run out the delivery line (three lengths of 50 ft. each or two lengths of 75 ft. each) and only start delivering the water as soon as the branch man is ready on the second floor and the order "water on" is given. Simultaneously the ladder should be unshipped. The ladder extended and patched to the second floor of the drill tower so that the head of the ladder is above the horizontal mark on the Drill Tower. (This mark shall be at the height of 25 ft. from the ground). As soon as the ladder is pitched the leading fireman shall go to the second floor by climbing the ladder taking with him one end of the long line (Manila) after trying a bow line. A second and third fireman shall also follow the leading fireman to the second floor and start hauling up the hose and branch on which the appropriate knots have been tied i.e. a rolling hitch on the house 18' to 20' away from the branch and a clove hitch on the branch folded over the hose and near the female coupling. In the meantime the leading fireman shall rescue the casualty (dummy) by the fireman's lift. When the branch has been hauled up to the second floor and is in position, the order "Water on" will be given by the branch man, the jet will be directed on the target as soon as the target is knocked down the second whistle shall be blown by the leader of the team which shall also be the signal for making up. The second whistle shall not be blown, until the dummy is carried down and the target knocked down. The ladder shall not be left unattended whenever anyone is ascending or descending the ladder. The casualty carried down shall be lowered on to a stretcher, which should be kept on the ground in a place, properly marked for the purpose.

On the second whistle, by the leader of the team, which is the signal for "Making up", all gears should be made up and stowed on the appliance in their respective places from where they were taken out. The hoses on the ground should be under run but the hose taken to the second floor need not. They should be rolled up neatly on the female coupling and re-stowed in the locker of the Fire Tender. The Trailer pump engine should be shut down, petrol cock and delivery valve closed, suction blank cap fitted on the pump inlet hand tight, the suction hoses replaced on the bracket from where they were taken out, jacks raised and properly tightened with the safety pins placed in position and the trailer hooked on to the appliance properly. The rope should be coiled neatly and put back in the locker of the Fire Tender along with the suction wrenches. When the ladder has been made up, it should be shipped on the fire Tender and the head etc. properly secured. When all gears have been made up, the crew shall mount the appliance and take their seats in their respective places, the doors properly closed and the vehicle moved back to the starting line. As the wheels of the Trailer Pump crossed the starter shall blow the starting line a third and final whistle.

The total time taken for the drill shall be from the time the first whistle is blown to the time of the third and final whistle.

Penalties as indicated in pages 9-10 will imposed for the faults mentioned therein and added to the actual time taken for the drill in deciding the final placing.

N.B. For conversion of the figures into Metric Units, please refer to the same for the Trailer Pump Drill and the Extension Ladder Drill with rescue.

Manila Line-2" size 100 ft. length = 50 mm size of app. 30 meters.

TACTICAL MEDLEY DRILL COMPETITION-FAULTS & PENALTIES

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| 1. Dismounting before vehicle is stopped-per fault. | 2 Secs. |
| 2. Failure to apply handbrake of T.P. when set at the water source. | 2 Secs. |
| 3. Dropping of suction couplings on the ground while connecting and disconnecting-per fault. | 3 Secs. |
| 4. Suction Couplings not tightened with wrenches-per fault | 2 Secs. |
| 5. Suction improperly secured with rope-per fault. | 2 Secs. |
| 6. Manila Line loose between stay & strainer. | 1 Sec. |
| 7. Allowing the Extension Ladder to fall on the ground at any stage of the drill-per fault. | 10Secs. |

8.	Barging the head of the ladder heavily against the drill tower.	5 Secs.
9.	The heading of the ladder grazing against the wall of the tower, while extending/lowering.	2 Secs.
10.	Failure to pitch the ladder above the horizontal mark on the drill tower.	2 Secs.
11.	Failure to maintain the safe working angle.	2 Secs.
12.	Leaving the ladder unattended while a member of the crew is ascending or descending per fault.	3 Secs.
13.	Dropping of delivery hose couplings while laying out or making up-per fault.	3 Secs.
14.	Dropping of branch pipe (at any stage)-per fault.	3 Secs.
15.	Excessive dragging of delivery hose-per fault.	2 Secs.
16.	Improper carrying of Line to second floor.	2 Secs.
17.	Improper knots on delivery hose for hauling up-per faults.	2 Secs.
18.	Knots on hose at wrong place.	2 Secs.
19.	Failure to open cooling system, if provided.	2 Secs.
20.	"Water on" signal before connecting branch.	2 Secs.
21.	Bursting of delivery hose due to sudden high pressure-per fault.	1 Sec.
22.	Rough handling of dummy while rescuing and lowering on to stretcher per fault.	3 Secs.
23.	Dummy slipping off from shoulders while carrying down.	30 Secs.
24.	Disconnecting branches and delivery hose coupling before whistle for "Make up" by the leader of the team, in spite of having knocked down the target-per fault	1 Sec.
25.	Failure to shut down engine of T.P. on "Make up".	1 Sec.
26.	Failure to close cooling control cock, if provided.	1 Sec.
27.	Failure to replace Suctions in proper place.	2 Secs.
28.	Failure to replace suction blank cap (hand tight).	1 Sec.
29.	Failure to use safety pins on TP. Stays when raised and tightened prior to hocking on to the towing vehicle-per fault.	2 Secs.
30.	Failure to release hand brake of T P. prior to hooking on to the towing vehicle.	2 Secs.
31.	Failure to put back wrenches in proper place.	2 Secs.
32.	Failure to make up manila line properly.	2 Secs.
33.	Failure to put back manila lines in proper place-per fault.	2 Secs.
34.	Failure to engage pawls after housing the ladder.	2 Secs.
35.	Dropping the ladder heavily on the gallons while shipping.	3 Secs.
36.	Failure to secure the ladder properly-per fault.	2 Secs.
37.	Under running delivery hose before disconnecting.	2 Secs.
38.	Failure to under-run delivery hose properly.	2 Secs.
39.	Failure to roll up hoses properly.	2 Secs.
40.	Failure to replace hoses in proper place-per fault.	2 Secs.
41.	"Throwing" rolled hose-per fault.	2 Secs.
42.	Failure to keep branch in proper place.	2 Secs.

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|-----|---|---------|
| 43. | Failure to close locker door/doors-per fault. | 2 Secs. |
| 44. | Mounting the appliance while it is in motion-per fault. | 1 Sec. |
| 45. | Carelessly leaving Extension ladder or T P. at place of work and not making up. | 5 Secs. |
| 46. | Trying to rectify faults after third whistle-per fault. | 3 Secs. |

APPENDIX "30-C"

REPORT OF SUB-COMMITTEE ON ASSESSMENT OF REQUIREMENTS OF FIRE FIGHTING EQUIPMENT AND ORGANISATIONAL STRUCTURE OF FIRE SERVICES

(See Para 13 under 30 Miscellaneous)

ANNEXURE III

REPORT OF SUB-COMMITTEE NO.2 ITEM NO.15 AND ITEM NO.17 ASSESSMENT OF REQUIREMENT OF FIRE FIGHTING EQUIPMENT ORGANISATION STRUCTURE OF FIRE SERVICES

1. A Sub-Committee constituted of the following members met in the afternoon of 7th December 1976 in Committee Room "C" at Vigyan Bhavan.
Shri S.C. Chatterjee Convener
Shri A.S. Kulkarni
Shri R.S. Sundaram
Shri S.M. Bharucha
Shri B.R. Mehta
Shri Jagan Mohan
Shri S.K. Dheri
Lt Col. R.M. Rajan
2. The following officers were also present at the meeting:-
Shri H.S. Gahlaut, Deputy Chief Fire Officer, Delhi Fire Service
Shri S.P. Batra, Station Fire Officer, Delhi Fire Service
Shri P.N. Mehrotra, Fire Adviser, Ministry of Home Affairs.
3. The note appended at Appendix-IV to the Agenda and the paper at Appendix-V to the Agenda were thoroughly examined and discussed. The Sub-Committee unanimously approved of the suggestions made in these two documents with the following changes:
 - (a) **Funding:** A recommendation may also be included that a special project for the development of fire services may be taken up under the UNDP.
 - (b) **Organization:** The designation of Sub Fire Officer may be changed to read as Assistant Station Fire Officer.
 - (c) The scale of Assistant Divisional Officers in each operational Division should be specified as "one or more Assistant Divisional Fire Officers so that no Assistant Divisional Fire officer shall have to command more than 5 Fire Stations".
 - (d) **Retainer for Volunteers:** Only a monthly retainer should be recommended Reference to any Separate allowance for attending to individual fire calls may be deleted.
 - (e) **Uniform:** The exact scale of issue of uniform may be specified.
 - (f) **Appliances and Equipment:** The portable pump for volunteer fire stations may be specified as 90-120 Liters per minute or higher capacity as required by local conditions.
 - (h) **Water Sources:** Provision of water sources for tall buildings, above 15m in height should also be included in the recommendations.

- (i) Residential accommodation should be made free for all ranks.

Sd/-
(S.C. CHATTERJEE)

Sd/-
(B.R. MEHTA)

Sd/-
(A.S. KULKARNI)

Sd/-
(JAGAN MOHAN)

Sd/-
(R.S. SUNDARAM)

Sd/-
(S.K. DHERI)

Sd/-
(S.M. BHARUCHA)

Sd/-
LT. COL. (R.M. RAJAN)

The Committee feels that the present syllabus of the College, vis-a-vis examination system needs thorough revision. It also feels that instead of running lower or elementary courses, College should "run more number of senior courses, i.e. Station Officers, i.e. Station Officers, Divisional Officers and Fire Prevention Officers courses etc.

ASSESSMENT OF REQUIREMENT OF FIRE FIGHTING EQUIPMENTS

(See Para 13 under Miscellaneous)

The standing Fire Advisory Committee had made certain recommendations regarding the assessment of requirements of fire fighting equipment for the various State Fire Services. These recommendations were primarily based on population. The Committee had, however, recommended that in industrial cities and area of high fire risk, the scale and type of additional fire fighting appliances should be determined by an actual survey of the area to be protected and that generally a fire station should be available for every four square miles of the area to be covered. As regards the type of appliances, the Committee had recommended pumping appliances only.

Considering the general problem of shortage of water for fire fighting, almost throughout the country, and the inconvenient and out the way location of the natural sources of water in most of the places, it is necessary that the type of fire appliances which should be provided at the fire stations in cities/towns should be standardized as follows:-

- (a) Water tender, carrying 2700 liters water and fitted with 1800 liters per minutes pump should preferably be mid-ship mounted. In addition to the 1800 lpm pump, the appliances should also carry a 275 lpm portable pump conforming to IS 642, and other ancillary gear.
- (b) Extra heavy water tender, carrying 9000 liters of water and fitted with suitable outlets for connection to 75mm and 100mm suction inlet of pump.
- (c) Rescue tender built in all metal station wagon, or a one tonne chassis. The appliance should carry light rescuer equipment for immediate use by the first turn out crew.
- (d) Ambulance- This may be normal ambulance fitted with two stretchers. It should, carry, besides normal first aid equipment, an oxygen resuscitator.

Each fire station should normally have a compliment of 2 water tender pumps, one extra heavy water tender, one light rescue tender and one ambulance. However, where the fire station have to be located at closer distances the light rescue tender and ambulance may be restricted to selected fire stations only.

The number of fire stations should be determined on the basis of response time.

In high hazards area, a response time of a maximum of 3 minutes should be aimed at. In other areas,

the response time should not exceed 5 minutes. For determining the response time, actual runs by fire appliances should be conducted during peak hours of traffic in various parts of the district for which the fire cover is to be provided. The location of fire stations should then be plotted on the map on the basis of these tests.

For Metropolitan cities, divisional fire service HQ and fire service command HQ, it is also necessary to provide a bulk of special appliances like emergency tender, a light van, extra heavy water pumping appliances (in certain selected cases only), turn table ladders, hydraulic platform, control post van, canteen van, hose laying tender and the like.

In certain special cases, specialized fire fighting cases, specialized fire fighting appliances, like foam crash tender or dry powder truck may be necessary at the fire station. This depends upon the predominant fire risk which a particular fire station may be required to cover.

While on the question of assessment of requirements of equipment, it is also necessary to consider the provision of command cars and motor cycles for officers of the rank of Divisional Officers and above and for each fire station respectively.

Mobile workshops should also be provided in each Divisional HQ in the State/Union Territory. Each fire service should also have at least one publicity van for fire prevention propaganda.

ORGANISATIONAL STRUCTURE OF FIRE SERVICES RESTRUCTURING OF FIRE SERVICES ORGANISATION IN INDIA

1. It is an undisputed fact that all aspects of organization of fire services must be given simultaneous and equal attention, so as to make these services really effective. Unfortunately none of the Fire Authorities in India have been able to achieve it so far. Some of the reasons for this situation are :-
Lack of appreciation of the minimum essential requirements of fire services for ensuring their operational efficiency and for maintaining the efficiency at optimum level.
Heterogeneous character of fire services organization in the country, resulting in multiplicity of Fire Authorities.
Lack of appreciation of the need for maintaining an efficient fire services organization.
Lack of resources.
2. Based on recommendations of SFAC, the Government of India, has repeatedly impressed upon the State Governments to take over the fire services from the Local Bodies and to maintain them as separate departments of their respective States. But, only partial success has been achieved in this direction during the past eighteen years. It is a matter of regret that even in the States where the fire services constitute a separate department, they lack in essential facilities.
3. Various aspects of fire services organizations are discussed below and suggestions are offered for formulation of recommendations by the SFAC with a view to ensure uniformity in the organization and expeditious development of fire services throughout the country.

Legislation

4. As far back as the year 1958, the Government of India had requested all State Governments to take over the fire services within their respective states and to maintain them as a separate department. A model fire Force Bill was drafted in the Ministry of Home Affairs in consultation with the Law Ministry and, after it had been examined by the SFAC, it was forwarded to all State Governments for enactment by their respective Legislatures. This course of action had to be adopted because of the Constitutional position. Several reminders were issued to the State Governments and, following the Fire Protection Seminar, organized by the Ministry of Home Affairs, in November, 1974, the Home Minister himself addressed all Chief Ministers on the Subject. But, the desired result has not been achieved so far.
5. It is suggested that SFAC may consider recommending Central Legislation (with the concurrence of State Governments). The State Governments who may frame their own rules, based on model rules, which may be supplied to them as guide, may then implement the Central Act. If necessary, the Government of India may consider transferring the subject of fire protection to the Concurrent List in the

Constitution of India.

6. In addition to the Fire Service Act, it is also essential to have suitable Legislation on measures for the prevention of Fires. It is suggested that SFAC may consider recommending a Central Legislation on this subject also (with the concurrence of State Governments). The State Governments who may frame rules, based on model rules, which may be supplied to them as guide, may also implement this Act. It is further suggested that the proposed Fire Prevention Act may cover all aspects of fire prevention, including enforcement of Safety Codes and the National Building Code of India, 1970, in so far as it relates to fire safety.

Funding

7. Some of the important reasons for maintenance of fire services by State Governments are:

Safeguarding the life and property of people from uncontrolled fire.

Protecting the assets created through the implementation of successive Five Year Plans.

The achievements of Planned development must be protected if full benefit has to be derived from them. In the absence of adequate measures for the prevention and control of fire in various establishments, which have been created as a result of Five Year Plans, the entire property may be destroyed in case of fire, bringing the efforts to nil. It is universally recognized that plant and machinery and more prone to fire with the passage of time, i.e. with ageing.

To prevent loss of national wealth by fire.

8. It is, therefore, necessary that each State Governments, who should shoulder this responsibility in the same manner as they do for Law and Order, must organize effective fire protection. Bulk of the funds for the establishments and maintenance of fire services must, therefore, come out of the consolidated funds of the respective State Governments. However, in view of the fact that all aspects of fire service organization must be developed simultaneously, it may not be possible for the State Governments to find sufficient funds for the fire services out of non-planned expenditure. Since one of the main objects of developing fire services is to consolidate the gains accruing from the Five Year Plans, it is natural that establishment and maintenance of fire services should be treated as a 'Plan' subject and all necessary expenditure for this purpose should be accepted as a Planned expenditure of the State Governments.
9. Many State Governments have expressed their willingness to raise loans for the development of their fire services. The General Insurance Corporation of India has agreed to subscribe to the State loans, as and when they are raised for the development of fire services. But, Reserve Bank of India has fixed a ceiling for the raising of public loans by each State Government. This loan prevents the State Governments from raising loans for the development of fire services. It is, therefore, suggested that the Committee may consider recommending to the government that the State Governments may be permitted to raise loans for the development of fire services over and above the normal ceiling fixed for them by the Reserve Bank of India.

Organization

10. It is estimated that over 70% of India's population lives in villages. An idea of the proportion of major towns and villages can be had from the fact that in West Bengal, there are only 16 district headquarter towns against over 48,000 villages and Orissa the number of villages exceeds 50,000 against 13 district headquarter towns. In many States, a large area in each city town has thatched houses/huts clustered together. In most States, almost all houses in the rural areas have thatched roofs and they built close together. Considering this condition, it is futile to depend upon a few fire stations in the cities/towns to be able to fight fires in the rural areas or in the areas within the city/town, which resemble the rural areas, in so far as the type of construction of houses is concerned. The fire protection organization has, therefore, essentially to cover the entire territory of each State. In other words, it has to reach down to the village level. It would be difficult to find resources for fire protection organization at this mass scale. Full public involvement is, therefore, essential. It is suggested that the fire services in each State should be so organized that they would be able to enforce effective fire prevention measures and would also be able to fight fire anywhere within the State without such loss of property, while recommendation for the establishment of fire prevention wings in fire service are given later in this note, the fire fighting

organization should cover.

- (a) **Full time paid fire station** - These fire stations should be restricted to district headquarter towns and such other towns/areas where the fire risk is abnormally high. Properly designed fire stations buildings should be provided for such fire stations and fire fighting appliances and equipment should be provided as per scales recommended later in this note. Personnel for manning these stations should be full time paid staff.
 - (b) **Retained fire station**- These fire stations should be established in all sub divisional headquarter towns and other towns having lesser fire risk. These fire stations should be similar to those mentioned at (a) above, but only a skeleton full time paid staff should be provided at these stations. Such staff should be limited to one Station Fire Officer, one Leading Fireman per watch for the watch room and one driver per fire appliance/ambulance per watch. The remaining staff should be drawn from retained personnel who should be paid a fixed monthly retainer and a small allowance for attending each fire call.
 - (c) **Volunteer fire stations**- These fire stations should be established in each Block Development Center, so that no separate building would be necessary. The equipment should comprise one or two 90-120 liters per minute capacity portable pumps, which could be kept in the office of Block Development Officer, and a hand-operated siren should be provided for raising the fire alarm, when necessary. Sufficient volunteers should be trained for manning the portable pumps and fighting the fire, as and when required. The Block Development Officer's jeep may be used for transporting the fire pumps till such time as it is possible to provide a separate transport vehicles for this purpose. Each of these pumps, complete with the accessories should cost between Rs.5,000 and Rs.6,000 only.
 - (d) **Rural fire posts**- One or more rural fire post/posts should be established in each inhabited village. The number of such posts should be determined by the size and layout of the village. Simple fire fighting equipment, like barrel mounted hand operated pump, ceiling hooks, and fire beaters should be provided at each of these posts. The entire equipment for Gram Panchayats. Training in the observance of fire precautions and fire fighting should be given to as many Villagers as possible, so that they could fight fires on self-help basis within their own villages.
 - (e) **Fire retardant treatment of thatch**- To reduce the incidence of fire in the villages and in large areas having thatched buildings within the cities, method of treating the thatch and other combustible material, with a view to make them fire retardant, should be propagated. The method has been developed by the Fire Research Division of CBRI who are willing to train anyone in its application. The State Governments may arrange to put up exhibition huts/houses in which treated thatch is used. The idea should catch up quickly and people would then treat the thatching material before constructing their houses.
11. Once the State Governments take over the fire services and organize them as a separate department, the area covered by any single fire service department will be too large and unmanageable, unless the entire State is sub-divided into smaller commands for purpose of administrative, technical and operational control of the fire services. For this purpose, it will be necessary to divide each State into several zones, each zone being termed as a "Fire Service Command". The zoning should be done in such a way that no fire service command should have more than 30 full time and retained fire stations in it. Each command should be further sub-divided into 3 fire service divisions so that each division would have a maximum of 10 full time and retained fire stations in it.
12. Each fire service command should be commanded by a Chief Fire Officer, who should be assisted by a Deputy Chief Fire Officer. At the division level, the Officer-in-charge of a division should be of the rank of Divisional Fire Officer and he should be assisted by an Assistant Divisional Fire Officer.
13. Besides the structure given in the foregoing para for the operational wing of the fire service, establishment of other bureaus is necessary for handling other aspects of the Service. The following bureaus are recommended:-
- (a) Headquarters Bureau
 - (b) Communication and Alarm Bureau
 - (c) Fire Prevention Bureau

- (d) Community Relations Bureau
- (e) Training Bureau
- (f) Research and Development Bureau

14. The structure, intended purpose and justification for each of these bureaus are given below:-

- (a) Headquarters Bureau - This bureau should be headed by a Principal Staff Officer, who should be an uniformed officer of the rank of Deputy Director/Chief Fire Officer, the only difference being that the Deputy Director will be the senior most amongst all the Chief Fire Officers and the Principal Staff Officer.

The Headquarters bureaus should have six divisions under it as follows:-

- (i) Administration
- (ii) Finance
- (iii) Planning
- (iv) Provisioning
- (v) Technical
- (vi) Workshops

Each of the above divisions should be headed by an uniformed officer of the rank of Divisional Fire Officer and should have its own sub-divisions and sections, as necessary. Functions of various divisions in Headquarters are given below:-

- (i) **Administration** - This division will look after the general administration of the fire services, lay down and execute all plans and programmes under the guidance of the Director handle all matters connected with recruitment, personal records, promotion, retirement, etc., and such other functions as may be assigned to it.
 - (ii) **Finance** - The recurring and non-recurring expenditure for any State fire services will be substantial. At the same time, enforcement of the fire prevention Legislation will also result in abnormal increase of work and accounting for the fees etc., which will be recovered on various items. A full-fledged division for handling all financial matters will, therefore, be necessary.
 - (iii) **Planning** - It is necessary that execution of all schemes for future development of various aspects is planned in a systematic manner. This includes the design of future fire stations, appliances and equipment, other buildings for the department and so on. A separate division is, therefore, necessary for planning, which will work in close co-ordination with technical division and Research and Development Bureau.
 - (iv) **Provisioning** - A large quantity of appliances, equipment, uniform clothing and spare parts for fire appliances and general purpose stores will be required for the fire services. It is essential to create a separate division for forecasting future requirements and taking necessary action for procurement, proper storage and distribution of stores and equipment.
 - (v) **Technical** - Before the appliances, equipment, and other stores could be purchased, it would be necessary to lay down specifications for the guidance of the provisioning divisions. It would also be necessary for the fire services to actively participate in the preparation of national standards and building codes, keeping in view the interest of the Service. The technical division would look after this work, so as to relieve the other divisions of this responsibility and to achieve better coordination and result.
 - (vi) **Workshops** - Prompt repair and maintenance of all fire service equipment is of utmost importance. It is a specialized job and must be attended to by specially trained staff. A workshop division should, therefore, be created in each fire service. This division should have two sub-divisions-a centrally located workshop and a fully equipped mobile workshop for each fire service division.
- (b) **Communications and Alarm Bureau**- Means of communications and fire alarm system are essential for the operational efficiency of any well organized fire service. With a large number of control rooms and

watch rooms, it will be necessary to maintain substantial quantities of communication equipment in a serviceable condition at all times. Functions of the communication and alarm bureau will embrace not only the maintenance of equipment, but also planning and provisioning of the equipment and its installation.

Each State Fire Service should have one central control room in the fire service HQ, one control room in each command HQ, one control room in each fire service divisional HQ and a watch room at every full time and retained fire station.

A Chief fire Officer assisted by a Deputy Chief Fire Officer should head the communications and fire alarm bureau. It should have three main divisions and nine sub-divisions as given below:-

(i) **Operations Division** - Sub-Divisions under this division should be:-

One central control room, command control rooms at the scale of one per command, divisional control rooms at the scale of one per division and fire station watch rooms at the scale of one per full time and retained fire station.

(ii) **Maintenance Division** - Its sub-divisions should be:-

Installation, central telecomm workshop and mobile telecomm workshop (at the scale of one per division).

(iii) **Administration Division** - Sub-divisions under this division should be:

Establishment, tele-communication, planning and tele-communications provisioning.

(c) **Fire Prevention Bureau** - Consequent to the enactment of fire prevention Legislation, it would be necessary to set up an efficient machinery for its enforcement. It would also be necessary for the fire services to scrutinize all plans for new buildings within the municipal limits of each city/town in the State from fire safety angle and to inspect such buildings, when ready, with a view to recommend the issue of occupancy certificate.

In addition to the enforcement of fire prevention Legislation and other duties connected with inspection of buildings, etc., the fire services would also have to launch a mass campaign for the prevention of fire all over the State, including both, the urban and the rural areas.

To enable the fire services to discharge these functions, it is suggested that a Fire Prevention Bureau should be established in each State Fire Service. Such a bureau should have a limited number of highly trained personnel on its staff, whose functions should be clearly demarcated. They should function with the assistance of operational staff at the fire stations, for routine work only. The Community Relations Bureau, which is being recommended later in this note, would also play a very important role in assisting the Fire Prevention Bureau in the achievement of their objective.

The Fire Prevention Bureau should be headed by a Chief Fire Officer, assisted by a Deputy Chief Fire Officer. Should have three divisions under it, each of which should be headed by a Divisional fire Officer, assisted by an Assistant Divisional Fire Officer and supported by such other staff as may be necessary. Its divisions should be:-

(i) Individual Building Division

(ii) Fire Licenses for ware houses Division

(iii) Fire Licenses for Industries Division

(iv) Renewal of Occupancy Certificates Division

(v) Other miscellaneous Inspections Divisions

(vi) Complaints Division

(vii) Inspection Division

(viii) Prosecution Division

(d) **Community Relations Bureau** - With the increase in fire prevention activities on a statewide level, it would be necessary to prepare and disseminate simple and effective literature on fire prevention measures and to arrange talks to different groups of people in various walks of life, so as to arouse fire

consciousness. In order to make the task of the fire services easier and more readily acceptable to general public, it would also be necessary to create a machinery for improving the image of the Service in the mind of common man. A community Relations Bureau, the, therefore, suggested for this purpose.

This bureau should also be headed by a Chief Fire Officer assisted by a Deputy Chief fire Officer and should have the following divisions under it:-

- (i) Publications Division
- (ii) Public Relations Division
- (iii) Audio Visual Division
- (iv) Photography Division

Other divisions may be added as and when the need arises.

Each of the above division should be headed by a Division Fire Officer, assisted by an Assistant divisional Fire Officer and such other staff as may be necessary.

- (e) **Training Bureau** - The head of the Training Bureau should be an officer of the rank of Chief Fire Officer who should be assisted a Deputy Chief Fire Officer and such other uniformed and non-uniformed staff as may be necessary to handle the various training activities. The bureau should have 7 division under it as follows:-

- (i) Administration Division
- (ii) Library & Documentation Division
- (iii) Junior Course Division
- (iv) Senior Course Division
- (v) Specialized Courses Division
- (vi) Training & Visual Aids Division
- (vii) Sports & Welfare Division

- (f) **Research & Development Bureau** - This Bureau should also be headed by a Chief Fire Officer, assisted by a Deputy Chief Fire Officer. It should have six Divisions under it as given below:-

- (i) Data processing Division
- (ii) Research into Technical Literature & Documentation Division
- (iii) Operational Research Division
- (iv) Evaluation of new equipment Division
- (v) Development of new equipment Division
- (vi) Testing of new equipment before acceptance Division

Each of these divisions should be headed by a Divisional fire Officer, assisted by an Assistant Divisional Fire Officer and such other staff as may be necessary.

Fire Stations

15. Operational efficiency of any fire service depends, to a large extent, upon the location of fire stations in relation to the entire area which is required to be protected and also the design of the fire stations. It has been observed that in most cases the minimum essential features of fire station and their relative locations are not taken into account and the station building is designed in a haphazard manner, without adequate protection to the fire appliances. In most cases, the fire stations are simply housed in rented buildings with temporary sheds open on four all sides, erected for fire appliances. In its second meeting, the SFAC had made certain recommendations about the minimum dimensions for each essential feature of fire station, based on 24 hours' continuous duty system, and the shift duty system. Although the recommendations still hold good, they are not being followed. The committee may therefore consider reiterating that all fire stations must conform to recommendation of SFAC. The Committee may also evolve model designs for a full time paid fire station and a retained fire station, based on the three watch

system of duty.

16. More often than not, only one fire station is provided in a town. Very often, this single fire station is located either on the outskirts of the town or outside the town, which delays the response of appliances to any fire incident which may occur at the further end of the town. It is suggested that, for all high hazards and closely built up areas, response time of a maximum of 3 minutes should be aimed at end, for all other areas, the response time should not exceed five minutes. Fire appliances should actually be run during peak traffic hours to determine the approximate locations of fire stations from where the area allotted to it can be covered within this time limit.
17. It is also the practice in many fire brigades to have the fire service headquarters combined with one of the fire stations. This practice often comes in the way of finding a suitable location for the fire station itself. It may be recommended by this Committee that all divisional, command and fire services headquarters should be located in independent buildings.

Appliances & Equipment

18. In so far as the city/town fire brigades are concerned, diesel chassis are decidedly superior to petrol chassis for the fabrication of fire appliances. The Committee may therefore recommended that all mobile fire and rescue appliances should be built on diesel chassis.
19. Considering scarcity of water sources for fire fighting purposes in also all parts of the country, it may be recommended that the following types of appliances should be standardizes for fire fighting:
 - (a) Water tender pump, carrying 2,700 litres water and fitted with 1800 litres per minute pump preferably, mid-ship-mounted and carrying an additional 275 litres per minute portable pump, conforming to IS 642.
 - (b) Extra heavy water tender, carrying 9,000 litres of water and fitted with suitable outlets for connection to 75mm and 100 mm suction in inlets.
 - (c) It is also suggested that the following scale of appliances may be recommended as standard scale for each fire station:
 - (a) For each full time paid fire stations:
 - (i) Water tender pump (see para 19(a)) above-2 Nos.
 - (ii) Extra havy water tender (see para 19(b)) above -1 No.
 - (iii) Ambulance-1 No.
 - (b) For each retained fire stations-same scale of appliances as for the full time paid stations.
 - (c) Volunteers fire stations-
Portable pumps of 90-120 litres per minute capacity with 40mm dia hose, in convenient lengths, and other anxillary equipment-1 set.
 - (d) For each rural fire post
 - (i) Hand operated rotary pump, mounted on 200 litres capacity barrel on trolley wheels-1 No.
 - (ii) Ceiling (fire) hooks-2 Nos.
 - (iii) Fire beaters-2Nos.
20. The following scale of hose may be recommended for each mobile pumping appliances-
 - (a) RRL hose, conforming to type II of IS: 636, size 63 mm dia, in 22.5 m or 30 m lengths according to local preference, and fitted with pressure die-cast light alloy coupling instantaneous conforming to IS 903.720m
 - (b) Controlled percolation hose coated on both sides, or unlined canvas hose in 30 m lengths and fitted with pressure die-caste-light alloy instantaneous couplings conforming to IS 903-240 m
21. Fifty per cent of each type of hose should be carried on the fire appliances at all times and the remaining

fifty per cent should be kept as reserve at the fire station for replenishing the wet hose after use.

22. In addition to the appliances mentioned above, one or more of the following specialized appliances should be provided at selected fire stations or fire service divisional headquarters, according to local circumstances:-
- (a) Turn table ladders - 45 m
 - (b) Turn table ladders..., 31 m
 - (c) Hydraulic platform - 31 m
 - (d) Hydraulic platform - 21 m
 - (e) Light rescue tender
 - (f) Emergency tender
 - (g) Extra heavy pumping appliance of not less than 10,000 litres per minute pumping capacity
 - (h) Hose laying tender
 - (i) Lighting van
 - (j) Control post van
 - (k) Canteen van
 - (l) Mobile workshop for repair of fire appliances
 - (m) Mobile workshop for tele-comm equipment
 - (n) Breakdown van
23. Each fire station should also be equipped with a motor cycle.
24. Each officer of the rank of Divisional fire Officer and above should be provided with a command car and each Assistant Divisional Fire Officer should be provided with a motorcycle.
25. Each mobile pumping appliance should be equipped with two sets of compressed air breathing apparatus; each foam/crash tender should be issued with two sets of compressed air breathing apparatus; each light rescue tender should be equipped with 4 sets of compressed air breathing apparatus; each turn table ladders should be equipped with four sets of compressed air breathing apparatus and each emergency tender should be equipped with 4 sets of compressed air breathing apparatus. In addition, each operational officer from Sub Officer upwards should be equipped with a personal breathing apparatus set.
26. A minimum of 500 litres of foam compound should be recommended to be stocked at every fire station and two foam making branches, each with a pick up tube, size-2, conforming to IS 2097 should be recommended per mobile pumping appliances.
27. In cities having high-rise buildings (buildings over 15 m high) one pneumatic-jumping cushion should also be provided for the city.

Maintenance of fire appliances and equipment

28. Prompt maintenance of all fire appliances and equipment is a must for any fire service. Any delay in essential repair to fire appliances jeopardizes the operational efficiency of the Service. This fact is seldom realized and it is left to the Officer in-charge of the fire services to try and get the fire appliances repaired through external agencies, which results both in unnecessary delays and expenditure. It is, therefore, suggested that the committee may recommend that every State Fire Service must have its own well-equipped and well-manned central workshop for meeting this important requirement. In addition to the central workshop, a mobile workshop, for on the spot repair of fire appliances should also be recommended for each fire service divisional headquarters.
29. These recommendations should also include stocking of necessary fast moving spare parts in the workshop so that essential repair is not delayed.

Manpower

30. The necessary supervisory ranks have already been mentioned earlier in this note under 'Organisation'. The committee may consider recommending that crew for various types of appliances may be provided

at the following scales for each watch:-

Name of appliance	Sub Officer	Leading Fireman	Driver Operator	Fireman	Total
Water tender pump	Nil	1	1	4	6
Extra heavy water tender	Nil	Nil	1	1	2
Turn table ladder and Hydraulic Platform	1	1	1	3	6
Pump escape	Nil	1	1	4	6
Light rescuer tender	Nil	1	1	2	4
Emergency tender	1	1	1	4	7
Crash tender/foam tender	Nil	1	1	2	4
Ambulance	Nil	Nil	1	1	2

31. The manpower at each fire station may comprise:
 Station Officer-1
 Sub Officer-1
 Leading Fireman (one per watch-for watch room duty)-2
 Crew for the appliances-as per scale given above.
32. For the control rooms at fire service headquarters and the command and divisional head-quarters, the following manpower may be recommended:-
 Central Control Room - 1 Divisional Officer, 4 Station Officers (one per watch and one reserve) and 8 Sub Officers (2 per watch and 2 reserve).
 Command Control Room - 1 Assistant Divisional Officer, 4 Sub Officers (1 per watch and 1 reserve) and 8 Leading Firemen (2 per watch and 2 reserve).
 Divisional Control Room - 4 Station Officers, 4 Sub Officers (one per watch and one reserve) & 8 Leading firemen (2 per watch & 2 reserve).

Duty System

33. It is recommended that a standard 3 watch duty system should be introduced in the fire Services, in which the first watch should be on duty for 24 hours at a stretch. On being relieved by the second watch, the first watch should be on 24 hours off duty and again come on duty for 8 hours on the third day. Similarly, the second watch, on being relieved by the third watch should remain off duty for 24 hours, and come on 8 hours duty on the third day and so on. This system would appear to be more expensive, but, considering the fact that extra manpower would be required for fire prevention duty and water sources inspection and maintenance it is actually more economical, because the personnel of the day duty watch will be in addition to the watch on normal operational duty and could be employed for fire prevention water sources, inspection and other miscellaneous duties thereby economizing on manpower and utilizing them to the maximum advantage.
34. One third of the total strength of each rank, except Chief Fire officer and above should be provided as leave/training reserve. The need for this reserve. Is obvious.

Retained Firemen

35. It has been recommended that retained personnel should be employed for manning the retained fire stations, except for skeleton staff which should be full time paid staff at such stations. It may be recommended that each retained fireman should be paid a monthly retainer of RS.1 00 and in addition, an allowance of RS.5 per call, which he may attend. Mobilization of retained personnel may be left to the Director of Fire Service of the state, because this will depend upon local circumstances. In some states, it may be possible to have the retained personnel of 12 hours shift duty at the fire station, while in other states it may be not be possible to do so. In such cases, a system of raising fire alarm may be worked

out to ensure prompt attendance by the retained personnel.

Status of Fire Service Personnel-Fire Service Ranks

36. The fire service ranks should be as follows:

Director of Fire Services
Deputy Director of Fire Services
Principal Staff Officer/Chief Fire Officer
Deputy Chief Fire Officer
Divisional Fire Officer
Assistant Divisional Fire Officer
Leading Fireman
Driver and
Fireman.

37. It is suggested that suitable pay scales for each rank may be included in the fire services legislation, which has been recommended earlier. So that uniformity could be achieved throughout the country.
38. All operational officers of the rank of Asstt. Station Officer and above should be paid a call allowance on a sliding scale for being required to be available on call round-the-clock. This allowance need not be paid to the remaining staff, because they will be working in batches and not will be required to be available on call round-the-clock.

Recruitment

39. Normal recruitment of fire service personnel should be at two levels.
- (a) Fireman's level-Candidates for recruitment at this level should have passed matriculation or Higher Secondary Examination with Science subjects.
 - (b) Asstt. Station Officer's level-Candidates for recruitment at this level must be Science Graduates.
40. The advantage of adopting this system of recruitment will be that officers of the rank of Asstt. Station Officers and above can be detailed for training in the Post-Graduate Course in Fire Engineering, which is proposed to be conducted at the National Fire Service College, Nagpur and ultimately the average standard of Officers in the Service will be raised. This system will also enable all senior ranks to be filled in by promotion from within the service in due course of time, which is highly desirable.

Uniforms

41. SFAC has made certain recommendations in the past for issue of various items, of uniform to fire service personnel of various ranks. The committee has also recommended that normal working dress for all fire service personnel should be trousers and tucked-in-shirts. This may be reiterated. However, the committee has not made any positive recommendation about the scale of issue of uniform and has left it to the individual Fire Authorities to decide the scale for their fire service personnel. This practice again creates difficulty and leaves much to be desired in many cases. The committee may reconsider recommending the minimum scale of uniform, which would ensure a smart turn-out by all personnel.
42. The fire tunic recommended earlier by this Committee for all operational ranks is either not being issued or the design of the tunic is not suitable. It is therefore suggested that the Committee may recommend a standard pattern of turn-out clothing for all fire service personnel throughout the country. This clothing should comprise of the following item:-
- (a) FRP helmets, conforming to IS 2/45-1969 in colours as recommended by the Standing Fire Advisory Committee earlier, i.e., yellow for ranks up to Station Officer and white for Assistant Divisional Fire Officer and above.
 - (b) A turn-out coat made out the thick water proof canvas of Navy blue colour. The coat should be lined on the inside with a woolen liner and fitted with zip fastener along its entire front. A flap overlapping the zip fastener should be provided all along its length. It should be retained in closed position by snap-softeners. Length of the coat should up to the knee of the wearer. Rain coat type

pockets should be provided in the coat for keeping belt line and small gear, as necessary. Shoulder flaps should also be provided for rank marking and for carrying a coiled rope on the shoulder.

- (c) Thigh-length gum boots for all ranks up to and including Sub Officers. The boots should have mild steel mid-soles and protective steel toe-caps. A warm lining should also be provided on the inside of boots. All officers of the rank of Station Officer and above should be issued black leather Wellingtons, which should also have mild steel, mild-soles and a protective tow caps.

Rank Markings

- 43. Rank markings have already been recommended by the SFAC earlier. Same markings may continue to be in force in all fire services throughout the country.

Protective Clothing

- 44. Two sets of heat/flame resistant protective clothing should be carried on each mobile fire and rescue appliance. The number of such sets should be increased to four for each emergency tender.

Where the fire station is required to lower the risk of acid/Ammonia, protective suits for these should also be carried on each mobile fire and rescue appliance.

Training

- 45. It has already been recommended above in this note that a Training Bureau should be established in each State Fire Service. The functions of the Training Bureau are obvious. The Committee may consider recommending the following courses should be conducted by each state Fire Service for the personnel.
 - (a) Fireman Recruits' Course -Duration - 6 months
 - (b) Asstt. Station Officer Recruits' Course -Duration - 6 months
 - (c) Driver Recruits' Course -Duration - 6 months
 - (d) Leading Fireman's' Course -Duration - 3 months
 - (e) Breathing Apparatus Course -Duration - 2 weeks
 - (f) Fire Prevention Course -Duration - 3 months
 - (g) Other specialized Courses -as and when necessary, including training in radiotelephone and control/watch roomprocedures.
- 46. In addition to the above courses, the following assessment should also be carried out by the Training Bureau-
 - (a) Assessment of technical proficiency of all operational personnel up to and including the rank of Station Officer-three to six working days per batch.
 - (b) Assessment of standard of maintenance of fire appliances. This should be carried out with (a) above, or where this is not practicable because of distances, by a team visiting the outlying fire stations.
 - (c) Assessment of the state of physical efficiency of all ranks up to and including the station Officer. This should also be carried out with (a) above.
- 47. If any serving member of the operational staff fails to qualify in the assessment of his technical proficiency and physical fitness, he should be told about it and recalled for a check to the training school after three months.
- 48. Asstt. Station Officers and above should also be detailed for appropriate courses at the National Fire Service College, Nagpur.
- 49. Besides the courses of instruction and assessment of technical proficiency and physical fitness, field training of all operational ranks should be arranged through conduct of field exercise in different types of occupancies such exercises may be arranged at least once a week at fire station level and at least once in three months at division level.
- 50. An exercise involving various divisions in each command should be conducted by the Chief Fire Officer

of the concerned command once every six months.

51. A major exercise involving all operational commands and communications and Alarm Bureau should be conducted by the Director once a year.
52. The field exercise will go a long way in familiarising all operational ranks with the procedures and operational techniques and will at the same time enable the officer to find out shortcomings, if any, and to take timely remedial action to prevent recurrence of mistakes/shortcomings.
53. Planned tours of the area covered by each fire station should be arranged periodically with a view to make all stations personnel familiar with topography, sources of water supply and special hazards in their area.
54. All operational personnel should be given special training in map reading. A large size map of the district and the town where the fire station is located should be displayed in the watch room of each fire station and a smaller version of the same should be provided on the watch room console and near the seat of the Officer-in-charge on each fire appliance. This will ensure more efficient mobilization of fire appliances.

Communications and Alarm System

55. The following minimum facilities are recommended for each State Fire Service:
 - (a) A central control room at the Fire Service Headquarters.
 - (b) A command control room in each Fire Service Command Headquarters.
 - (c) A divisional control room in each Fire Service Divisional Headquarters.
 - (d) A watch room in each fire station.
 - (e) Mobile station on each fire appliance.
 - (f) Walkie-talkie, R/T sets on each fire appliance.
56. The equipment which should be provided at and the functions of each of the above facilities are given below:-
 - (a) **Central Control Room** - This control room will be a monitoring and information center for the entire fire service. The main purpose of this control room will be to keep the Director of Fire Services posted of the operational position in all commands under him and to enable him to mobilize the resources of any of or all commands under him and to enable him to mobilize the resources of any of or commands for dealing with a serious emergency which may be beyond the resources of any particular command.

The following equipment is recommended for the central control room:

- (i) At least two auto-telephones.
 - (ii) A set of automatic recorders for recording all communication which may be transmitted/received from/at the central control room, either over the line communication system or over the radio telephone network.
 - (iii) A separate PBX for internal communication with the headquarters, with direct lines to the fire Service Command Control Room, IG, Police Department and the Secretary to the Municipal Services Department.
 - (iv) A high frequency 100 W radio telephone set for instant communication with each command control room, plus an identical reserve set.
 - (v) A transistorized radio receiver, operating on a batteries, on the same frequency as the H.F radiotelephone set.
 - (vi) A large size wall map with lights to indicate all fire stations in the States, Each of the lights should be capable of being controlled individually from any position on the console.
- (b) **Command Control Room**-the purpose of the command control room is to provide a monitoring and the information facility to the Chief Fire Officer of the Command, so as to keep him informed of all fire and

other emergency incidents within his command to mobilize the resources of any single Division. The following equipment is recommended for each command control room.

- (i) A three position console for line communication between the command control room and each of the 3 fire service divisional control room within the command.
 - (ii) At least two auto-telephones.
 - (iii) A set of automatic recorders for recording all communication which may be transmitted/received from/at the command control room, either over the line communication system or over the radio telephone net-work.
 - (iv) A separate PBX for internal communication with command headquarters and direct line to each of the 3 fire service divisional controls within the command and the Police Departments.
 - (v) A 100 W high Frequency radio telephone set, operating on the same frequency as the central control room set along with an identical reserve set.
 - (vi) A transistorized radio receiver, operating on batteries, on the same frequency as the high frequency radio telephone set.
 - (vii) A large size wall map of the area under the command with lights to indicate all fire stations, within the Command, similar to the one in control room.
- (c) **Fire Service Divisional Control Room** - This will be a monitoring and information center for the Division so as to keep the Divisional fire Officer informed of all fires and other emergency incidents within his Division and to enable him to mobilize the resources of any or all fire stations within his Division, as may be necessary. The following equipment is recommended for each fire services Divisional control room:
- (i) At least two auto-telephones.
 - (ii) A set of automatic recorders for recording all communications which may be transmitted/received from/at the divisional control rooms.
 - (iii) A separate PBX for internal communication within the Divisional headquarter and for all non operational communications.
 - (iv) A 100 W high frequency radio telephone set, operating on the same frequency as the command control rooms set plus an identical reserve set.
 - (v) A PBX for instant communication with the Police Department, Water Works, other essential services and internal communication.
 - (vi) A large-size wall map of the area covered by the Division and other adjoining Division.
 - (vii) A transistorized radio receiver, operating on batteries on the same frequency as the HF radio set.
 - (viii) A 50 W VHF radio telephone set, in addition to HF set, along with an identical reserve set.
 - (ix) A separate transistorized radio receiver on VHF frequency.
- (d) **Fire Station Watch Room** - The purpose of the fire station watch room is to ensure expeditious receipt of fire calls and dispatch of appliances to the scene of incident. It also facilitates the dispatch of additional assistance to the fire ground and establishment of contact with all essential services, whose assistance may be necessary for successful fire fighting and rescue operations.
- The following equipments recommended for each watch room:
- (i) A single position console with facilities for receiving fire calls, either directly from the public or from the divisional control room as may be necessary in each case and for contracting Police and other essential services, as may be necessary.
 - (ii) It will also have an illuminated grid map of the area covered by the fire station with controls for lighting up any particular grid from the console.
 - (iii) Necessary switch for operating the fire bells and public address equipment (with the microphone on the console).
 - (iv) A 50 W VHF radio telephone set on the same frequency as the VHF set in the divisional control

room.

- (v) A transistorized radio receiver, operating on batteries, on the same frequency as the VHF radio set.
 - (vi) Facilities for non-operational communications should be provided through an independent telephone in the fire station office.
- (e) **Mobile Radio Telephone Stations on Fire Appliances-** Each mobile fire appliance, including each Command car and motor cycle, should be equipped with a 25 W mobile VHF radio telephone set with a choice of 2 frequencies - (1) for communication with the fire station watch room and (2) for fire ground communication with walkie-talkie sets.
- Each appliance should also carry at least one walkie-talkie set (radio telephone set) for fire ground communications with the fire appliances.

Water Supply

- 57. Standardization of the types of fire fighting appliances, as suggested earlier in this note, will automatically ensure adequate water for fire fighting within the urban areas. However, fire fighting in industries may require additional water resources. To meet this requirement, the industrial managements should be made responsible to make necessary provision of stored water within their premises. This may be included in the proposed Legislation.
- 58. For towns covered by volunteer fire stations, it would be necessary to ensure that sufficient water would be readily available for fire fighting. For this purpose all available natural sources of water may be surveyed and tapped. In addition, storage tanks should be constructed at suitable location within the towns where volunteer fire stations are to function.
- 59. For war time needs only, additional storage tanks will have to be provided in almost every town which falls within the vulnerable areas as may be declared by Government of India from time to time. It would be desirable to pre-plant the locations of such storage tanks in each town covered by the fire services. The actual construction of tanks may be taken up in the case of an impending emergency.

Mutual Assistance

- 60. Where ever fire services are maintained by defence installations, railways and industries plants should be drawn up in advance for mutual assistance between all such organizations and the State Fire Services with the cooperation of all concerned. Such plans should aim at eliminating all possible delays in rendering assistance at the time of any emergency. All concerned with implementation of the emergency plan must be made fully familiar with their operation and periodical exercise should be conducted to remove snags, if any. Such mutual assistance should be rendered at 'no charge' basis.
- 61. Mutual assistance plans should also be drawn up between neighbouring State Fire Services on a 'no charge' basis.

Welfare

- 62. The committee may consider recommending the following minimum welfare measures are recommended for fire services personnel:
 - (a) All fire service personnel, up to the pay limit specified in the Act, should be covered by the Workmen's Compensation Act.
 - (b) In addition to the Workmen's Compensation Act, all uniformed fire service personnel, should be insured at Government cost.
 - (c) Residential family accommodation should be provided for all fire service personnel. Such accommodation should be free of cost for officers of the rank of Sub Officer and above and against payment for all ranks who are required to perform duties on a three-watch system.
 - (d) A benevolent fund should be established in each fire service. The donations collected on the occasion of the Fire Service' Day, through the sale of pin flags, should form the nucleus of this fund. It should be augmented by compulsory subscriptions from all members of the Service on a sliding scale. The Government should also contribute an amount equal to the subscription raised by members of the Service.

- (e) Fire Service should be authorized by their respective State Governments to organize charity shows fetes, fares, etc. for raising funds for the benevolent fund.
- (f) In addition to rendering minimum assistance to any member of the fire service, or his family, in distress the benevolent fund should also have provision for giving loans to its members to the extent it is possible.
- (g) Recreation facilities-indoor and outdoors should be provided at each fire stations.
- (h) Prompt medical attention should be available to all members of the fire services and their families, free of cost.

RECOMMENDED ORGANISATIONAL STRUCTURE OF FIRE SERVICES

(See Para 14 under 30 Miscellaneous)

All aspects of Organization of Fire Services must be given simultaneous and equal attention so as to make these services really effective. Unfortunately, none of the Fire Authorities in India have been able to achieve it so far. Some of the reasons for this situation are :-

- Lack of appreciation of the minimum essential requirements of Fire Services for ensuring their operational efficiency and for maintaining the efficiency at optimum level.
 - Heterogeneous character of Fire Services' organization in the country, resulting in multiplicity of Fire Authorities.
 - Lack of appreciation of the need for maintaining an efficient Fire Services' organization.
 - Lack of resources.
2. Based on recommendations of SFAC, the Government of India, has repeatedly impressed upon the State Governments to take over the Fire Services from the Local Bodies and to maintain them as separate departments of their respective states. But, only partial success has been achieved in this direction during the past eighteen years. It is a matter of regret that even in the States where the Fire Services constitute a separate department, they lack in essential facilities.
 3. With a view to bring about uniformity in the organization of Fire Services all over the country and also with a view to achieve the minimum desirable standard of efficiency in the Fire Services, the Standing Fire Advisory Committee makes the following recommendations.

Legislation

4. The Central Government may enact Central Legislation with the concurrence of State Governments on the following:
 - (a) Organization of Fire Services and .
 - (b) Fire Prevention, covering all aspects of fire prevention, including enforcement of Safety Codes and the National Building Code of India. 1970 in so far as it relates to fire safety.
5. The Central Acts may be implemented by the State Governments who may frame their own Rules, based on model Rules which may be supplied to them as guide.

Funding

6. Some of the important reasons for maintenance of Fire Services by State Governments are:
 - Safeguarding the life and property of people from uncontrolled fire.
 - Protecting the assets created through the implementation of successive Five Year Plans. The achievement of Planned development must be protected if full benefit has to be derived from them. In the absence of adequate measures for the preventions and control of fire in various establishments, which have been created as a result of Five Year Plans, the entire property may be destroyed in case of fire, bringing the efforts nil. It is universally recognized that plant and machinery are more prone to fire with the passage of time, ie., with ageing.
 - To prevent loss of national wealth by fire.
7. It is, therefore, necessary that effective fire protection must be organized by each State Government, who should shoulder this responsibility in the same manner as they do for Law and Order. Bulk of the funds for establishment and maintenance of Fire Services must therefore, come out of the consolidated funds of the respective State Governments. However, in view of the fact that all aspects of Fire Services' organization must be developed simultaneously and expeditiously, it may not be possible for the State Governments to find sufficient funds for the Fire Services out of non-planned expenditure. Since one of the main objects of developing fire Services is to consolidate the gains accruing from the Five Year Plans, it is natural that establishment and maintenance of Fire Services should be treated as a Plan object and all necessary expenditure for this purpose should be accepted as a planned expenditure of

the State Governments.

8. Many State Governments have expressed their willingness to raise loans for the development of their Fire Services. The General Insurance Corporation of India has agreed to subscribe to the state loans, as and when they are raised for the development of Fire Services. But, Reserve Bank of India has fixed a ceiling for the raising of public loans by each State Government. This fact prevents the State Governments from raising loans for the development of Fire Services. It is, therefore, recommended that the State Governments may be permitted to raise loans for the development of Fire Services over and above the normal ceiling fixed for them by the Reserve Bank of India.

Organization

9. Keeping in view the absolute necessity to cover the entire territory of each State, to reach down to the village level, and also the difficulty in finding adequate resources for fire protection organization at this mass scale, full public involvement is essential in fire protection. It is recommended that Fire Services in each State should be so organized that they should be able to enforce effective fire prevention measures and would also be able to fight fire anywhere within the State without much loss of property. The fire fighting organization should cover:
 - (a) **Full time paid fire stations** - These fire stations should be restricted to district headquarter towns and such other towns/areas where the fire risk is abnormally high. Properly designed fire station buildings should be provided for such fire stations and fire fighting appliances and equipment should be provided as per scales recommended later in this note. Personnel for manning these stations should be full time paid staff.
 - (b) **Retained fire station** - These fire stations should be established in all sub-divisional headquarter towns and other towns having lesser fire risk. These fire stations should be similar to those mentioned at (a) above, but only a skeleton full time paid staff should be provided at these stations. Such staff should be limited to one Station Fire Officer, one Leading Fireman per watch for the watch room and one Driver per fire appliance/ ambulance per watch. The remaining staff should be drawn from retained personnel who should be paid a fixed monthly retainer and a small allowance for attending each fire call.
 - (c) **Volunteer fire stations:** These fire stations should be established in each Block Development Center, so that no separate building would be necessary. The equipment should comprise one or two 90-120 liters per minute capacity portable pumps, which could be kept in the office of the Block Development Officer, and a hand-operated siren should be provided for raising the fire alarm, when necessary. Sufficient volunteers should be trained for manning the portable pumps and fighting the fire, as and when required. The Block Development Officer's jeep may be used for transporting the fire fighting equipments till such time, as it is possible to provide a separate transport vehicle for this purpose. Each of these pumps, complete with accessories should cost between Rs.5,000 and Rs.6,000 only.
 - (d) **Rural Fire Posts-** One or more rural fire post/posts should be established in each inhabited village. The number of such posts should be determined by the size and layout of the village. Simple fire fighting equipment, like barrel-mounted hand operated pumps, ceiling hooks and fire beaters should be provided at each of these posts. The entire equipment for each fire post would cost less than Rs. 2,000 which could easily be financed by the respective Gram panchayats. Training in the observance of fire precautions and fire fighting should be given to as many villager as possible, so that they could fight fires on self-help basis within their own villages.
 - (e) **Fire retardant treatment of thatch-**to reduce the incidence of fire in the villages and in large areas having thatched buildings within the cities, training in method of treating the thatch and other combustible material with a view to make them fire retardant, should be propagated. The method has been developed by the Fire Research Division of CBRI who are willing to train anyone in its application. The State Governments may arrange to put up exhibition huts/houses in which treated thatch is used. The idea should catch up quickly and people would then treat the thatching material before constructing their house.
10. For the purpose of fire protection, each State should be divided into several Zones, each Zone being termed as a "Fire Service Command" The zoning should be done in such a way that no Fire Service Command would have more than 30 full time and retained fire stations in it. Each Command should be

further sub-divided into 3 Fire Service Divisions, so that each Division would have a maximum of 10 full time and retained fire stations in it.

11. Each Fire Service Command should be commanded by a Chief Fire Officer, who should be assisted by a Deputy Chief Fire Officer. At the Division level, the Officer-in-Charge of a Division should be of the rank of Divisional Fire Officer and he should be assisted by an Assistant Divisional Fire Officer.
12. Besides the structure given in the foregoing para for the operational wing of the Fire Service, establishment of other bureau is necessary for handling other aspects of the Service. The following bureaus are recommended:-
 - (a) Headquarters Bureau.
 - (b) Communication and alarm Bureau.
 - (c) Fire Prevention Bureau
 - (d) Community Relations Bureau
 - (e) Training Bureau
 - (f) Research and Development Bureau
13. The structure, intended purpose and justification for each of these bureaus are given below :-
 - (a) **Headquarters Bureau-** This bureau should be headed by a Principal Staff Officer who should be an uniformed officer of the rank of Deputy Director/Chief Fire Officer, the only difference being that the Deputy Director will be the senior most amongst all the Chief Fire Officers and the Principal Staff Officer.

The Headquarters bureau should have six divisions, under it as follows:-

 - (i) Administration
 - (ii) Finance
 - (iii) Planning
 - (iv) Provisioning
 - (v) Technical
 - (vi) Workshops

Each of the above divisions should be headed by an uniformed officer of the rank of Divisional Fire Officer and should have its own Sub-divisions and Sections, as necessary. Functions of various Divisions in Headquarters are given below:-

- (i) **Administration** - This division will look after the general administration of the Fire Service, lay down and execute all plans and programmes under the guidance of the Director, handle all matters connected with recruitment personal records, promotion, retirement etc. and such other functions as may be assigned to it.
- (ii) **Finance** - The recurring and non-recurring expenditure for any State Fire Service will be substantial. At the same time, enforcement of the fire prevention Legislation will also result in abnormal increase of work and accounting for the fees etc., which will be recovered on various items. A full-fledged Division for handling all Financial matters will, therefore, be necessary.
- (iii) **Planning** - It is necessary that execution of all schemes for future development of various aspects is planned in a systematic manner. This includes the design of future fire stations, appliances and equipment, other buildings for the department and so on. A separate Division is, therefore, necessary for planning, which will work in close co-ordination with Technical Division and Research and Development Bureau.
- (iv) **Provisioning** - A large quantity of appliances, equipment, uniform clothing and spare parts for fire appliances and general purpose stores will be required for the Fire Services. It is essential to create a separate Division for forecasting future requirements and taking necessary action for procurement, proper storage and distribution of stores and equipment.
- (v) **Technical** - Before the appliances, equipment and other stores could be purchased, it would be

necessary to lay down specifications for the guidance of the Provisioning Division. It would also be necessary for the Fire Services to actively participate in the preparation of national standards and building codes, keeping in view the interests of the Service. The Technical Division would look after this work, so as to relieve the other Divisions of this responsibility and to achieve better coordination and result.

- (vi) **Workshops** - Prompt repair and maintenance of all Fire Service equipment is of utmost importance. It is a specialized job and must be attended to by specially trained staff. A Workshops Division should, therefore, be created in each Fire Service. This Division should have two Sub-divisions-a centrally located workshop and a fully equipped mobile workshop for each Fire Service Division.

- (b) **Communications and alarm Bureau** - Means of communications and fire alarm system are essential for the operational efficiency of any well organized Fire Service. With a large number of control rooms and watch rooms, it will be necessary to maintain substantial quantities of communication equipment in a serviceable condition at all times. Functions of the communications and alarm bureau will embrace not only the maintenance of equipment, but also planning and provisioning of the equipment and its installation.

Each State Fire Service should have one central control room in the Fire Service HQ, one control room in each Command HQ, one control room in each Fire Service Divisional HQ and a watch room at every full time and retained fire station.

The communications and fire alarm bureau should be headed by a Chief Fire Officer, assisted by a Deputy Chief Fire Officer. It should have three main Divisions and nine Sub-divisions as given below: -

- (i) **Operations Division** - Sub divisions under this Division should be :-
One central control room, Command control rooms at the scale of one per Command, Divisional control rooms at the scale of one per Division and fire station watch rooms at the scale of one per full time & retained fire station.
- (ii) **Maintenance Division**- Its Sub divisions should be:
Installation, central tele-communication workshop and mobile tele-communication workshops (at the scale of one per Division).
- (iii) **Administration Division**- Sub-divisions under this Division should be :
Establishment, tele-communications planning and tele-communications provisioning

- (c) **Fire Prevention Bureau** - Consequent to the enactment of fire prevention Legislation, it would be necessary to set up an efficient machinery for its enforcement. It would also be necessary for the Fire Services to scrutinize all plans for new buildings within the municipal limits of each city/town in the State from fire safety angle and to inspect such buildings, when ready with a view to recommend the issue of occupancy certificate.

In addition to the enforcement of fire prevention Legislation and other duties connected with inspection of buildings, etc., the Fire Services would also have to launch a mass campaign for the prevention of fire all over the State, including both, the urban and the rural areas.

To enable the Fire Services to discharge these functions, it is suggested that a Fire Prevention Bureau should be established in each State Fire Service. Such a bureau should have a limited number of highly trained personnel on its staff, whose functions should be clearly demarcated. They should function with the assistance of operational staff at the fire stations, for routine work only.

The Community Relations Bureau which is being recommended later would also play a very important role in assisting the Fire Prevention Bureau in the achievement of their objective.

The Fire prevention Bureau should be headed by a Chief Fire Officer, assisted by a Deputy Chief Fire Officer. It should have three Divisions under it, each of which should be headed by a Divisional Fire Officer, assisted by an Assistant Divisional Fire Officer and supported by such other staff as may be necessary. Its Divisions should be:-

- (i) Individual Building Division
- (ii) Fire Licences for ware houses Division

- (iii) Fire licences Division
 - (iv) Renewal of Occupancy Certificates Division
 - (v) Other miscellaneous Inspections Division
 - (vi) Complaints Division
 - (vii) Inspection Division
 - (viii) Prosecution Division
- (d) **Community Relations Bureau** - With the increase in fire prevention activities on a State wide level, it would be necessary to prepare and disseminate simple and educative literature on fire prevention measures and to arrange talks to different groups of people in various units of life, so as to arouse fire consciousness. In brief to make the task of the Fire Services easier and more readily acceptable to general public, it would also be necessary to provide a machinery for improving the image of the Service in the mind of the common man. Community Relations Bureau is, therefore, suggested for this purpose.
- This bureau should also be headed by a Chief Fire Officer, assisted by a Deputy Chief Fire Officer and should have the following Division under it:
- (i) Publications Division
 - (ii) Public Relations Division
 - (iii) Audio Visual Division
 - (iv) Photography Division
- Other Divisions may be added as and when the need arises.
- Each of the above Divisions should be headed by a Divisional Fire Officer, assisted by an Assistant Divisional Fire Officer and such other staff as may be necessary
- (e) **Training Bureau** - The head of the Training Bureau should be an officer of the rank of Chief Fire Officer who should be assisted by a Deputy Chief Fire Officer and such other uniformed and non-uniformed staff as may be necessary to handle the various training activities. The bureau should have 7 Divisions under it as follows:-
- (i) Administration Division
 - (ii) Library & Documentation Division
 - (iii) Junior Course Division
 - (iv) Senior Course Division
 - (v) Specialised Courses Division
 - (vi) Training & Visual Aids Division
 - (vii) Sports & Welfare Division
- (f) **Research & Development Bureau**-This Bureau should also be headed by a Chief Fire Officer, assisted by a Deputy Chief Fire Officer. It should have six Divisions under it as given below:-
- (i) Data Processing Division
 - (ii) Research, into Technical Literature & Documentation Division
 - (iii) Operational Research Division
 - (iv) Evaluation of new equipment Division
 - (v) Development of new equipment Division
 - (vi) Testing of new equipment before acceptance Division
 - (vii) Each of these Divisions should headed by a Divisional Fire Officer, assisted by an Assistant Divisional Fire Officer and such other staff as may be necessary.

Fire Stations

14. Fire stations should be so located that a maximum of 3 minutes' response time would be achieved in all

high hazard and closely built up areas and a response time of not more than 5 minutes would be achieved for all other areas (this does not include rural areas). Fire appliances should actually be run during peak hours to determine the approximate locations of fire stations from where the area allotted to them can be covered within the above time limits.

15. Proper fire station buildings and associated facilities should be provided for all full time and retained fire stations. Recommendations made by the Standing Fire Advisory Committee at its 2nd Meeting, concerning the minimum dimensions for each essential feature of a fire station, should be taken as a guide for this purpose.
16. The practice to combine the Fire Service Headquarters with one of the fire stations should not be insisted upon. All Divisional, Command and Fire Service Headquarters should be located in independent buildings.

Appliances and Equipment

17. It is recommended that mobile fire and rescue appliances should be built on diesel chassis. The following types of appliances should be standardized in fire Services:
 - (a) Water tender pump, carrying 3,000 litres water and fitted with 1800 litres per minute pump preferably mid-ship-mounted and carrying an additional 275 litres per minute portable pump, conforming to IS642.
 - (b) Extra heavy water tender, carrying 9,000 litres of water and fitted with suitable outlets for connection to 75mm and 100 mm suction inlets.
 - (c) The following scale of appliances is recommended as standard scale for each fire station:
 - (a) For each full time paid fire station-
 - (i) Water tender pump (see para 17(a) above- 2 nos.
 - (ii) Extra heavy water tender (see para 17(b) above-1 no.
 - (iii) Ambulance-1 no.
 - (b) For each retained fire station-
Same scale of appliances as for the full time paid stations.
 - (c) For each volunteer fire station-
Portable pump of 90~120 litres per minute capacity with 40mm dia hose, in convenient lengths, and other ancillary equipment-1 set.
 - (d) For each rural fire post
 - (i) Hand operated rotary pump, mounted on 200 liters capacity barrel on trolley wheels-1
No
 - (ii) Ceiling hook-1 nos.
 - (iii) Fire heaters-2 nos.
18. The following scale of hose is recommended for each mobile pumping appliance
 - (a) RRL hose, conforming to type II of IS:636, size 63 mm dia, in 22.5 m or 30 m lengths, according to local preference, and fitted with pressure die-cast light alloy instantaneous couplings conforming to IS 903-720 m.
 - (b) Controlled percolation hose, coated on both sides, or unlined canvas hose in 30 m lengths and fitted with pressure die-cast light alloy instantaneous couplings conforming to IS 903-240m.
19. Fifty per cent of each type of hose should be carried on the fire appliances at all times and the remaining fifty per cent should be kept as reserve at the fire station for replenishing the wet hose after use.
20. In addition to the appliances mentioned above, one or more of the following specialized appliances should be provided at selected fire stations or Fire Service Divisional headquarters, according to local circumstances:-
 - (a) Turn table ladder-45 m

- (b) Turn table ladder- 31 m
 - (c) Hydraulic Platform - 31 m
 - (d) Hydraulic Platform - 26 m or 22 m
 - (e) Light rescue tender
 - (f) Emergency tender
 - (g) Extra heavy pumping appliance of not less than 10,000 litres per minute pumping capacity
 - (h) Hose laying tender
 - (i) Lighting van
 - (j) Control post van
 - (k) Canteen van
 - (l) Mobile workshop for repair of fire appliances
 - (m) Mobile workshop for tele-comn equipment
 - (n) Breakdown van.
21. Each fire station should also be equipped with a motor cycle.
 22. Each officer of the rank of Divisional Fire Officer and above should be provided with command car and each Assistant Divisional Fire Officer should be provided with a motor cycle.
 23. Each mobile pumping appliance should be equipped with two sets of compressed air breathing apparatus; each foam crash tender should be issued with two sets of compressed air breathing apparatus; each light rescue tender should be equipped with 4 sets of compressed air breathing apparatus; each turn table ladder should be equipped with four sets of compressed air breathing apparatus and each emergency tender should be equipped with six sets of compressed air breathing apparatus. In addition, each operational officer from Asstt. Station officer upwards should be equipped with a personal breathing apparatus set.
 24. A minimum of 500 litres of foam compound is recommended to be stocked at every fire station and two foam making branches, each with a pick up tube, size-2 conforming to IS 2097 are recommended per mobile pumping appliances.
 25. In cities having high rise buildings (buildings over 15 m high), one pneumatic jumping cushion should also be provided for the city.

Maintenance of Fire Appliances and Equipments

26. Every State Fire Service must have its own well-equipped and well-manned central workshop for meeting the important requirement of prompt maintenance of all fire appliances and equipments. In addition to the central workshop, a mobile workshop, for on-the-spot repair of fire appliances should also be provided for each Fire Service Divisional Headquarters.
27. With a view to obviate all delays, necessary fast moving spares should be stocked in the workshop.

Manpower

28. In addition to the supervisory ranks which have already been recommended above under 'Organisation', it is recommended that crew for various types of appliances may be provided at the following scale for each watch:-

Name of Appliance	Asstt. Station Officer	Leading Fireman	Driver Operator	Fireman	Total
Water tender pump	Nil	1	1	4	6
Extra heavy water tender	Nil	Nil	1	1	2
Turn Table ladder and Hydraulic Platform	1	1	1	3	6
Pump escape	Nil	1	1	4	6
Light rescue tender	Nil	1	1	2	6

Emergency tender	1	1	1	4	7
Crash tender/foam tender	Nil	1	1	2	4
Ambulance Nil	Nil	1	1	2	

29. The manpower at each fire station may comprise:-

Station Officer	-1
Asstt. Station Officer	-1
Leading Fireman (per watch-for watch room duty)	-2
Crew for the appliances	- As per scale given above.

30. For the control rooms at Fire Service Headquarters and the Command and Divisional Headquarters, the following manpower is recommended:-

Central Control Room	-	1 Divisional Officer, 4 Station Officers (one per watch and one reserve) and 8 Assistant Station Officers (2 per watch and 2 reserve).
Command Control Room	-	1 Assistant Divisional Officer, 4 Assistant Station Officers (1 per watch and 1 reserve) and 8 Leading Firemen (2 per watch and 2 reserve).
Divisional Control Room	-	4 Station Officers, 4 Asstt. Station Officers (one per watch and one reserve) and 8 Leading Firemen (2 per watch & 2 reserve).

Duty System

31. It is recommended that a standard 3 watch duty system should be introduced in Fire Services, in which the first watch should be on duty for 24 hours at a stretch. On being relieved by the second watch, the first watch should be on 24 hours off duty and again come on duty for 8 hours on the third day. Similarly, the second watch, on being relieved by the third watch should remain off duty for 24 hours and come on 8 hours duty on the third day and so on. This system would appear to be more expensive, but considering the fact that extra manpower would be required for fire prevention duty, water sources inspection and maintenance, it is actually more economical, because the personnel of the day watch will be available in addition to the watch on normal operational duty and could be employed for fire prevention water sources inspection and other miscellaneous duties, thereby economizing on manpower and utilizing them to the maximum advantage.
32. One-third of the total strength of each rank, except Chief Fire Officer and above should be provided as leave/training reserve. The need for this reserve. The need for this reserve is obvious.

Retained Firemen

33. It has been recommended that retained personnel should be employed for manning the retained fire stations, except for skeleton staff which should be full time paid staff at such stations. It is recommended that each retained fireman should be paid a monthly retainer of RS.1 00 and, in addition, an allowance of RS.5 per call, which he may attend. Mobilisation of retained personnel may be left to the Director of Fire Service of the State, because this will depend upon local circumstances. In some States, it may be possible to have the retained personnel on 12 hours shift duty at the fire station, while in other States it may not be possible to do so. In such cases, a system of raising fire alarm may be worked out to ensure prompt attendance by the retained personnel.

Status of Fire Service personnel-Fire Service Ranks

34. The Fire Service Ranks should be as follows:

Director of Fire Services
Deputy Director of Fire Service

Principal Staff Officer/Chief Fire Officer
 Deputy Chief Fire Officer
 Divisional Fire Officer
 Assistant Divisional Fire Officer
 Station Officer
 Assistant Station Officer
 Leading Fireman
 Driver and
 Fireman.

35. It is suggested that suitable pay scales for each rank may be included in the Fire services legislation, which has been recommended earlier, so that uniformity could be achieved throughout the country.
36. All operational Officers of the rank of Asstt. Station Officer and above should be paid a call allowance on a sliding scale for being required to be available on call round-the-clock. This allowance need not be apid to the remaining staff, because they will be working in watches and not be required to be available on call round-the-clock.

Recruitment

37. Normal recruitment of Fire Service personnel should be at two levels:-
 - (a) Fireman's level-Candidates for recruitment at this level should have passed matriculation or Higher Secondary Examination with Science subjects.
 - (b) Assistant Station Officer's level-Candidates for recruitment at this level must be Science Graduates.
38. The advantage of adopting this system of recruitment will be that officer are of the rank of Asstt. Station officers and above can be detailed for training in the Post-Graduate Course in Fire Engineering, which is proposed to be conducted at the National Fire Service College, Nagpur and ultimately the average standard of Officers in the Service will be raised. This system will also enable all senior ranks to be filled in by promotion from within the service in due course of time, which is highly desirable.

Uniform

39. The pattern of uniform already recommended by the Standing Fire Advisory Committee may continue to be followed. It is emphasized that all ranks in the fire Services should wear trousers and tucked-in-shirts during summer months, The colour of uniform for winter is recommended as navy-blue. Scale of various items of personnel clothing recommended to ensure a smart turn-out by all personnel, is given at Attachment I at the end of these recommendations.
40. In addition to the uniform recommended above, the following turn-out clothing should also be issued to all fire Service personnel throughout the country:-
 - (a) FRP helmets, conforming to IS 2745-1969 in colours as recommended by the Standing Fire Advisory Committee earlier, i.e. yellow for ranks up to Station Officer and white for Assistant Divisional Fire Officer and above. Rank markings on the helmets should conform to the recommendation already made by the SFAC. Each helmets should essentially be fitted with a protective neck curtain and a sliding visor.
 - (b) A turn-out coat, made out of thick water proof canvas of Navy Blue colour. This coat should be lined or the inside with a woollen liner and fitted with zip fastener along its entire front. A flap overlapping the zip fastener should be provided all along its length. It should be retained in closed position by snap-fasteners. Length of the coal should be up to the knees of the wearer. Rain coat type pockets should be provided in the coal for keeping belt line and small gear, as necessary. Shoulder flaps should also be provided for rank marking and for carrying a coiled rope on the shoulder.
 - (c) Thigh length gum boots for all ranks up to and including Asstt. Station Officers. The boots should have stainless steel mid-soles and protective steel toe-caps. A warm lining should also be

provided on the inside of boots. All officers of the rank of Station Officer and above should be issued black leather Wellingtons, which should also have stainless steel mid-soles and protective toe-caps.

Rank Markings

41. Rank markings already recommended by the SFAC should continue to be in force in all Fire Services throughout the country.

Protective Clothing

42. Two sets of heat/flame resistant protective clothing should be carried on each mobile fire and rescue appliance. The number of such sets should be increased to four for each emergency tender. Where the fire station is required to cover the risk of acid/ammonia, protective suits for these should also be carried on each mobile fire and rescue appliance.

Training

43. It has already been recommended that a Training Bureau should be established in each State Fire Service. The functions of the Training Bureau are obvious. It is recommended that the following courses should be conducted by each State Fire Service for its personnel:-
- a. Fireman Recruits' Course - Duration - 6 months
 - b. Asstt. Station officer Recruits' Course - Duration - 6 months
 - c. Driver Recruits' Course - Duration - 6 months
 - d. Leading Fireman's Course - Duration - 3 months
 - e. Breathing Apparatus Course - Duration - 2 weeks
 - f. Fire Prevention Course - Duration - 3 months
 - g. Other Specialised courses - As and when necessary, including training in radio telephony and control/watch room procedures.
44. In addition to the above courses, the following assessment should also be carried out by the Training Bureau:-
- (a) Assessment of technical proficiency of all operational personnel up to and including the rank of Station Officer-three to six working days per batch.
 - (b) Assessment of standard of maintenance of fire appliances. This should be carried out with (a) above, or where this is not practicable because of distances, by a team visiting the outlying fire stations.
 - (c) Assessment of the state of physical efficiency of all ranks up to and including the Station Officer. This should also be carried out with (a) above.
45. If any serving member of the operational staff fails to qualify in the assessment of his technical proficiency and physical fitness, he should be told about it and recalled for a check to the training school after three months.
46. Asstt. Station Officers and above should also be detailed for appropriate courses at the National Fire Service College, Nagpur.
47. Besides the courses of instruction and assessment of technical proficiency and physical fitness, field training of all operational ranks should be arranged through conduct of field exercises in different types of occupancies. Such exercises may be arranged at least once a week at fire station level and at least once in three months at Divisional level.
48. An exercise involving various Divisions in each Command should be conducted by the Chief Fire Officer of the concerned Command once every six months.
49. A major exercise involving all operational Commands and communications and Alarm Bureau should be conducted by the Director once a year.
50. The field exercise will go a long way in familiarizing all operational ranks with the procedures and operational techniques and will at the same time enable the officers to find out procedures and

operational techniques and will at the the same time enable the officers to find out shortcomings, if any, and to take timely remedial action to prevent recurrence of mistakes/shortcomings.

51. Planned tours of the area covered by each fire station should be arranged periodically with a view to make all station personnel familiar with topography, sources of water supply and special hazards in their area.
52. All operational personnel should be given special training in map reading. A large size map of the district and the town where the fire station is located should be displaced in the watch room of each fire station and a smaller version of the same should be provided on the watch room console and near the seat of the Officer-in-charge on each fire appliance. This will ensure more efficient mobilization of fire appliances.

Communications and Alarm System

53. The following minimum facilities are recommended for each State Fire Service:-
 - a. A Central Control Room at the Fire Service Headquarter.
 - b. A command Control Room in each Fire Service Command Headquarter.
 - c. A Divisional Control Room in each Fire Service Divisional Headquarter.
 - d. A watch Room in each Fire Station.
 - e. Mobile Station on each Fire Appliance.
 - f. Walkie-Talkie, RIT sets on each Fire Appliance.
54. The equipment which should be provided at and the functions of each of the above facilities are given below:-

(A) **Central Control Room-** This control room will be a monitoring information center for the entire Fire Service. The Main purpose of this control room will be to keep the Director of Fire Services Posted of the operational position in all Commands under him and to enable him to mobilize the resources of any or all Commands for dealing with a serious emergency which may be beyond the resources of any particular Command.

The following equipments are recommended for the Central Control Room :-

- (i) At least two auto-telephones.
 - (ii) A set of automatic recorders for recording all communications which may be transmitted/ received from/at the central control room, either over the line communication system or over the radio telephone network.
 - (iii) A separate PBX for internal communication within the headquarters, with direct lines to the fire services command control room in Police Department and the concerned Secretary to the Government.
 - (iv) A high frequency 100 W radio telephone set for instant communication with each command control room, place as identical reserve set.
 - (v) A transistorized radio receiver, operating on batteries, on the same frequency as the H.F. radio telephone set.
 - (vi) A large size wall map with lights to indicate all fire stations in the state each of this lights should be capable of being controlled individually from the central control.
- (B) **Command Control Room-**The purpose of the command control room is to provide a monitoring and information facility to the Chief Fire Officer of the command, so as to keep him informed of all fire and other emergency incidents within his command, to mobilize the resources of any or all divisions within his command, if the incidents cannot be controlled by the resources of any single Division. The following equipments is recommended for each command control room:-
- (i) A three position communication line between the command control room and each of the 3 fire service divisional control rooms within the command.
 - (ii) At least two auto-telephones.

- (iii) A set of automatic recorders for recording all communications which may be transmitted/ received at/from the command control room either over the line communication system or over the radio telephone system.
 - (iv) A separate PBX for internal communication within command Headquarters and direct lines to each of the 3 fire service divisional controls within the command and the police department.
 - (v) A 100 W high frequency radio telephone set, operating on the same frequency as the central control room set along with an identical reserve set.
 - (vi) A transistorized radio receiver, operating on batteries, on the same frequency as the high frequency radio telephone set.
 - (vii) A large size wall map of the area under the command with lights to indicate all fire stations, within the command, similar to the one in central control room,
- (C) **Fire Service Divisional Control Room**-This will be a monitoring and information center for the Division so as to keep the Divisional Fire Officer informed about the fire and other incidents within his division and to enable him to utilize the resources of any or all fire stations within his division as may be necessary. The following equipments recommended for each fire service Divisional control Room:
- (i) At least two auto-telephones
 - (ii) A set of automatic recorders for recording all communications which may be transmitted/ received from/at the Divisional Control Room.
 - (iii) A separate PBX for internal communication within the Divisional Headquarters and for all non-operational communications.
 - (iv) A 100 W high frequency radiotelephone set operating on the same frequency as the command control room set plus an identical reserve sets.
 - (v) A PBX for instant communication with the Police Department. Water works, other essential services and internal communications.
 - (vi) A large size wall map of the area covered by the Division and other adjoining Divisions.
 - (vii) A transistorized radio receiver, operating on batteries on the same frequency as the H.F. radio set.
 - (viii) A 50 WVHF radio telephone set, in addition to H.F. set, along with an identical reserve set.
 - (ix) A separate transistorized radio receiver on VHF frequency.
- (D) **Fire Station Watch Room** -The purpose of the fire station watch room is to ensure expeditious receipts of fire calls and despatch of appliances to the scene of incident. It also facilitates the despatch of additional assistance to the fire ground and establishment of contract with all essential services, whose assistance may be necessary for successful fire fighting and rescue operations.
- The following equipments are recommended for each watch room:-
- (i) A single position console with facilities for receiving fire calls, either directly from the public or from the Divisional control room, as may be necessary in each case, and for contracting Police and other essential services, as may be necessary.
 - (ii) An illuminated grid map of the area covered by the fire station with controls for lighting up any particular grid from the console.
 - (iii) Necessary switch for operating the fire bells and public address equipment (with the microphone on the console).
 - (iv) A 50 W VHF radio telephone set on the same frequency the VHF set in the divisional control room.
 - (v) A transistorized radio receiver, operating on batteries, on the same frequency as the VHF radio set.
 - (vi) Facilities for non-operational communications should be provided through an independent telephone in the fire Station Office,
- (E) **Mobile Radio Telephone Stations on Fire Appliances**- Each mobile fire appliance, including each Command car and motor cycle, should be equipped with a 25 W mobile VHF radio telephone set with a

choice of 2 frequencies-(1) for communication with the fire station watch room, and (2) for fire ground communication with walkie-talkie sets.

Each appliance should also carry at least one walkie-talkie set (radio telephone set) for fire ground communications with the fire appliances.

Water Supply

55. Standardization of the types of fire fighting appliances as recommended earlier, will automatically ensure adequate water for fire fighting within the urban areas. However, Fire fighting in industries may require additional water resources. To meet this requirement 8335 water within their premises. This may be included in the proposed Legislation.
56. For towns covered by volunteer fire stations it would be necessary to ensure that sufficient water would be readily available for fire fighting. For this purpose, all available natural resources of water may be surveyed and tapped. In addition, storage tanks should be constructed at suitable locations within the towns where volunteer fire station are to function.
57. For war time needs only, additional storage tanks will have to be provided in almost every town which falls within the vulnerable areas as may be declared by Government of India from time to time. It would be desirable to pre-plan the locations of such storage tanks in each town covered by the Fire Services. The actual construction of tanks may be taken up in the case of an impending emergency.

Mutual Assistance

58. Wherever fire Services are maintained by defence installations, railways and industries, plans should be drawn up in advance for mutual assistance between all such organizations and the State Fire Services with the co-operation of all concerned. Such plans should aim at eliminating all possible delays in rendering assistance at the time of any emergency. All concerned with implementation of the emergency plans must be made fully familiar with their operation and periodical exercises should be conducted to remove snags, if any. Such mutual assistance should be rendered at 'no charge' basis.
59. Mutual assistance plans should also be drawn up between neighbouring State Fire Services on a 'no charge' basis.

Welfare

60. Following minimum welfare measures are recommended for Fire Service personnel:-
 - (a) All Fire Service personnel, up to the pay limit specified in the Act should be covered by the Workmen's Compensation Act.
 - (b) In addition to the Workmen's Compensation Act, all uniformed Fire Service personnel, should be insured at Government cost.
 - (c) Residential family accommodation should be provided for all Fire Service personnel. Such accommodation should be free of cost for officers of the rank of Asstt. Station Officer and above and against payment for all ranks who are required to perform duties on a three watch system.
 - (d) A benevolent fund should be established in each Fire Service. The donations collected on the occasion of the Fire Services Day, through the sale of pin-flags, should form the nucleus of this fund, it should be augmented by compulsory subscriptions from all members of the service on a sliding scale. The Government should also contribute an amount equal to the subscription raised by members of the Service.
 - (e) Fire Services should be authorized by their respective State Governments to observe Fire Service Week every year for raising fund for the benevolent fund.
 - (f) In addition to providing monetary assistance to any member of the Fire Service or his family in distress the benevolent fund should also have provision for giving loans to its members to the extent it is possible.
 - (g) Recreation facilities-indoors and outdoors-should be provided at each fire station.
 - (h) Prompt medical attention should be available to all members of the fire services and their families free of cost.

ATTACHMENT I
RECOMMENDED SCALE OF ISSUE OF UNIFORM FOR ASSTT. STATION
OFFICERS AND ABOVE

S. No.	Article	Initial issue	Periodicity of issue
1.	Shirts, Khaki Cellular full sleeves	4	Once a year
2.	Trousers, Khaki Drill	4 pairs	Once a year
3.	Shirts, Khaki Lustalin or terrycot	1	Once a year
4.	Tunic, Khaki, drill, open collar (for ceremonial occasions)	1	Once in 3 years
5.	Tie Maroon (for ceremonial occasions)	1	Once in two years.
6.	Socks, Khaki, woollen	2 pairs	Once a year
7.	Peak cap, Khaki, serga or barathia	1	Once a year
8.	Boots, leather, brown, Jodhpur pattern with Plain toe cap	1 pair	Once a year
9.	Turn-out coat	1	Once in 3 years
10.	Black leather Wellington knee boots		1 pair Once in 3 years
11.	FRP helmets	1	As and when required
12.	Lanyard, maroon, plaited with thunder-bold, chrome plated whistle	1	Once a year
13.	Belt, Khaki, webbing	1	As and when required
14.	Raincoat with hat cover	1	Once in 3 years
15.	Buttons, large and small, white shining, metal with markings	2 sets	Once in three years
16.	Badges of ranks, as applicable, as per SFAC recommendations	2 Sets	Once in 3 years
17.	Epaulettes, white metal, for turn-out coat	1 set	Once in 3 years
18.	Shoulder titles, white metal	2 pairs	Once in 3 years.

FOR ALL OTHER RANKS

1.	Shirts, Khaki, cellular, full sleeves	4	Once a year
2.	Trousers Khaki drill	4 pairs	Once a year
3.	Shorts, Khaki, drill	2 pairs	Once a year
4.	P.T. Vests, white cotton, "V" necked, half sleeves	2	Once a year
5.	Socks Khaki Woollen	2 pairs	Once a year
6.	Boots ankle leather black	1 pair	Once a year
7.	Thigh length gum boot black	1 pair	Once in 3 years
8.	Turn-out coat	1	Once in 3 years
9.	Fire helmet	1	As & when required
10.	P.T. shoes canvass brown	1 pair	Every six months
11.	overall Khaki Drill	2	Once a year

12.	Barret Khaki Woollen	1	Once a year
13.	Lanyard Maroon plaited with thunder-bolt chrome plaited whistle (for leading firemen)	1	Once a year
14.	Belt Khaki webbing	1	As & when required
15.	Darry	1	As & when required
16.	Ground sheet water proof	1	As & when required
17.	Rain coat with hat cover	1	Once in 3 year
18.	Kit Bag/Trunk Steel	1	As & when required
19.	Blankets	1	Once in 4 years
20.	Jarsy Khaki woollen	1	Once in 2 years.
21.	Cap badge	1	Once in 3 years
22.	Shoulder titles white metal	1pair	Once in 3 years
23.	Badges of ranks for leading firemen and driver operators	1set	Once in 3 years.

**The following additional items are recommended for winter for Assistant Station
Officers and above**

1.	Shirts white superior	3 nos.	2 every year
2.	Tunic Navy Blue serge open collar	2 nos.	1 every year
3.	Trousers Navy blue serge	2 pairs	1 every year
4.	Tie, Navy Blue	1 no.	1 every year
5.	Boots, leather black, Jodhpur pattern with plain top cap	1 pair	1 pair every year
6.	Socks, black woollen or nylon	2 pair	2 pairs every year
7.	Peak cap navy blue, serge or berathia	1 no.	1 no. every year

For Other Ranks

1.	Coat woollen navy blue, closed collar double breasted year	2 nos.	1 every alternative
2.	Trousers woollen navy blue	2 pairs	1 pair alternative year
3.	Socks, black woollen	2 pairs	2 pairs every year
4.	Barret, navy blue woollen	1 no.	1 every year

APPENDIX "31-A"

MINUTES OF THE 29th MEETING OF STANDING FIRE ADVISORY COUNCIL, HELD AT THE INTERNATIONAL CENTRE, DONA POUIA, GOA ON 15th FEBRUARY, 2003

- Chairman** : Shri B.L. VOHRA, IPS, Director General
Civil Defence, Ministry of Home Affairs,
New Delhi
- Member-Secretary** : Shri Om Parkash, Fire Adviser, Office of
DGCD, Ministry of Home Affairs, New Delhi
- Present** : A list of officers who attended the meeting is
at Annexure-II.

INAUGURATION

During the inaugural ceremony Dr. P.K. John, Director of Fire Services, Govt. of Goa, first welcomed the Chief Minister of Goa and the Delegates.

Shri B.L. Vohra, Chairman 29th Standing Fire Advisory Council then addressed the invitees and delegates and explained the background of the meeting and briefly mentioned the agenda of discussions while welcoming the Chief Minister and others.

Shri Manohar Parrikar, Hon'ble Chief Minister of Goa addressed the invites, delegates and inaugurated the meeting. Chief Minister said that a lot of work had been done by the Standing Fire Advisory Council for the development of fire services in the country, but somehow the fire services had not received the due recognition that they deserved. He assured all possible help to achieve the goals of Fire Services in the country.

Shri Om Parkash, Fire Advisor, then thanked the State Government for extending all possible help in hosting the council meeting.

After the inauguration, the Chairman decided to take up the training matters first.

Items on the agenda and the decisions taken are mentioned below :-

1. Since there is a big need for training, the Council decided to have eight (8) Regional Training Centres for conducting professional courses in addition to National Fire Service College, Nagpur, where the training will be supervised, examinations conducted and certificates issued by the Director, National Fire Service College, Nagpur. These centres will be State Fire Training Centres at Delhi, Kolkata, Chennai, Mumbai, Bangalore, Bhubaneswar, Lucknow and Goa.

2. **Age relaxation in professional courses and requirement of medical fitness.**

It was decided that henceforth there will not be any age bar for the training of in-service candidates in all the professional courses

A working group comprising of Shri Kaprwan, Joint Director, DRDO, Shri Deshmukh, Fire Adviser, Govt. of Maharashtra, Shri Rameshwar Dayal, I.G. Uttar Pradesh Fire Service, Shri K.C. Wadhwa, Director NFSC, Nagpur and Shri Shamim, Deputy Director, NFSC, Nagpur, was constituted to recommend minimum physical and medical fitness standards to DGCD for adoption and circulation to the States within two months.

It was also decided that in future the Indemnity Bond in connection with medical fitness would be furnished by the candidate and not by the Director/CFO of State Fire Services. The line about responsibility about death during training will be deleted.

(Action - Heads of Fire Services of States/DGCD Fire Cell)

- Copy of the report is given of Appendix 31-'A'
3. **De-centralisation of Sub-Officers Course**
The council agreed that henceforth the Sub-Officers course would be conducted at the regional level state fire training centres.
(Action - Heads of Fire Services of States/DGCD Fire Cell)
 4. **Breathing Apparatus and High Rise Building Course**
It was decided that the condition that the candidates should have passed the sub-officers course from NFSC, Nagpur for attending the above course at NFSC, Nagpur should be deleted.
(Action - DGCD Fire Cell Director, NFSC)
 5. **Syllabus for the training for Fireman**
It was decided that the Chief Fire Officer of Delhi will supply the syllabus for the fireman course to DGCD for circulation to all the State Governments for adoption while allowing local changes depending on local requirements.
(Action - DGCD Fire Cell/CFO, Delhi)
Copy of the report is given of Appendix 31-'B'
 6. **Station Officer and instructors' course and Divisional Officers' Course at NFSC, Nagpur**
It was decided that henceforth two Station Officer and Instructors' course and two Divisional Officers' course will be conducted at NFSC Nagpur to meet the increased demand of training of the fire services.
 7. **Training aids from NFSC, Nagpur**
It was decided that NFSC, Nagpur, which has a very good collection of training material, will circulate it to all States which will improve the knowledge of fireman and their training will improve.
(Action by - Director, NFSC/Heads of Fire Services of States)
 8. **Seats for private candidates in Sub-Officers course**
It was decided that the number of seats in a year for the private candidates in sub-officer course should be increased to 40 from 25 candidates in a batch for training at NFSC, Nagpur or CISF training centre at Hyderabad
(Action - DGCD Fire Cell Director, NFSC, DG CISF)
 9. **Training of 100 Station Officer recruited by the Tamil Nadu Fire Service**
The representative of Tamil Nadu Fire Service requested for admission of 100 directly appointed Station Officers in Station Officer Course without undergoing the Sub-officers Course as they are already trained in their fire-training centre for a duration of 10 months. It was decided that the State Government will send the Course Syllabus to the Director, NFSC, Nagpur to see the course contents for taking a decision in the matter.
(Action - Director, NFSC/Tamil Nadu Fire Service)
 10. **Andhra Pradesh case for Divisional Officer's Course**
The representative of Government of Andhra Pradesh requested for the relaxation for their directly appointed Divisional Officers for undergoing Divisional Officers' course directly without undergoing Sub-Officers' and Station Officers' course. At present, 8 years service experience is required. The council decided to accept the four years experience. Andhra Pradesh will send a formal proposal in this regard to Director, NFSC, Nagpur.
(Action - Director, NFSC/AP Fire Services)
 11. **Mumbai Fire Brigade case for the admission in Station Officers Course**
The case of Mumbai Fire Brigade for direct admission to Station Officers' course without undergoing the Sub-Officers' course was discussed in detail and finally it was decided that one time relaxation may be given. Chief Fire Officer Mumbai Fire Brigade will send the list of officers of the particular batch for whom

the relaxation is required for necessary action.

(Action - Director, NFSC/CFO Mumbai Fire Brigade)

12. Jharkhand's request for relaxation in eligibility criteria

State Government of Jharkhand also sought relaxation in eligibility criteria in the Station Officers' course. It was decided that a formal request will be sent to the Ministry by each state about their requirements of relaxation which will be considered in consultation with Director, NFSC, Nagpur.

13. Training calendar of National Fire Service College, Nagpur

Members felt that training calendar should be circulated well in advance so that they get sufficient time to process and forward the applications to the college in time. The needful will be done by Director, NFSC, Nagpur.

(Action - DGCD Fire Cell Director, NFSC)

14. Revision of outdated norms on Fire Services

It was decided to update/revise the instructions/norms issued so far on fire matters based on present day conditions/requirements. Four committees, zone wise were formed to make recommendations on organisations, operations, training and equipment to submit their recommendations to this Ministry latest by 31st July, 2003. The members of the Committees are mentioned in Annexure-1.

(Action - Heads of Fire Services of States/DGCD Fire Cell)

15. Appointment of Fire Service Commission

The chairman informed the members that a proposal was moved by the DCGD on the recommendation of High Powered Committee set up by the Ministry of Agriculture to the Ministry of Home Affairs for the appointment of a Fire Service Commission to improve the standards of Fire Services in the Country where it was felt that will be a time consuming process and basically it is a question of finding money for which Ministry of Home Affairs has already chalked out a plan of action. So the appointment of a Fire Service Commission is not required.

16. Professional Heads of Fire Services in the Rank of DG (Fire), uniforms, ranks, badges etc.

A sub-committee was formed in the 27th Standing Fire Advisory Council meeting to make recommendations on the above subject. The report was circulated and discussed in the 28th meeting when members decided to further review the report. Further comments were asked from the members but nobody replied. It was decided to accept the report and circulate to the States as broad guidelines for implementation suggesting that higher level officers including chiefs in the rank of DG should be fire professionals.

(Action - DGCD Fire Cell)

Copy of the report is given of Appendix 31-'C'

17. Issue of Certificate to manufactures/fabricators by the Standing Fire Advisory Council regarding their competency.

The members felt that the proposal is not practicable.

18. Strengthening of Fire Service in the Metropolitan Cities, State Capitals, District Headquarters and Sub-Divisional Headquarters

The members felt that the strengthening of Fire Service should be based on population of the city and industries operating in the area. The appliances and equipment should be provided on the basis of over all fire risks in the cities including high-rise buildings. The chairman apprised the members that the matter is already under consideration in the Ministry of Home Affairs.

19. Enactment of Central Act for fire services.

The chairman mentioned that "Fire Services" is a state subject and a Central Law at this stage is into possible. Later on, the centre may consider while working out the details of Disaster Management.

20. Deployment of Home Guards as Auxiliary Fireman in Emergency.

Members suggested that due to increasing workload in fire services, the attachment of Home Guards to

fire services as auxiliary fireman would tide over the manpower shortage. The police are already utilizing their services in traffic and general duties. The Chairman explained that Home Guards are meant to do fire fighting work and some trained in fire fighting as part of Civil Defence work. Hence, there can be no problem and some states are using Home Guards as Auxiliary Fireman. The suggestion was accepted.

(Action - Heads of Fire Services of States/DGCD Fire Cell)

21. GIC Loans for the up-gradation of State Fire Services

The chairman informed the members that he had already met and written to the Chairman, General Insurance Corporation of India and to the Ministry of Finance recommending the full amountn RS.89.93 crores as GIC loan as demanded by the States. Earlier they were giving only R\$.20.00 crores per year. It is hoped that they will increased the loan. The matter will be pursued.

(Action - DGCD Fire Cell)

22. Funding for up gradation of fire service

Due to enhanced role of fire services an all hazard response agency as envisaged after the creation of National Diaster Management Agency in the Ministry of Home Affairs, a proposal for providing adequate funding to the State Fire Services is under consideration in the Ministry.

(Action - DGCD Fire Cell)

23. Infrastructure development vis-a-vis setting of fire stations.

The members suggested that any residential or commercial area having a population of more than 50,000 developed by the Govt. or any other agency must make provision for a standard Fire Station. The initial cost of establishing a fire station can be included in the land development cost. To improve the response time and to overcome traffic related problem the concept of smaller fire station or fire chowki be considered. The proposal was unanimously accepted.

(Action - Heads of Fire Services of States/DGCD Fire Cell)

24. Customs duty exemption on the fire fighting and rescue equipments used by the fire services.

It was felt that since fire fighting equipment is life saving equipment, it should be exempted from Customs Duty. A proposal will be sent to the Ministry of Finance via Ministry of Home Affairs in this regard.

(Action - DGCD Fire Cell)

25. Need for setting up of Fire Research and Development facilities in the country

The members suggested that there is an urgent need for setting up of Fire Research and Development facilities in the country to develop indigenous high tech fire fighting and rescue equipments with a view to develop import substitutes and save foreign exchange. There is also need for testing facilities for fire extinguishants, fire fighting equipments and appliances in the country.

The Chairman decided that a meeting with Mr. Kaprwan, Joint Director, DRDO, Dr. T.P. Sharma, Head, Fire Research Laboratory, CBRI, Roorkee, Mr. Shamim, Dy. Director, National Fire Service College, Nagpur and Fire Advisor, MHA will be held to discuss the matter further.

(Action - DGCD Fire Cell)

26. National Building Code

It was decided that DGCD will circulate the new Building Code which is likely to be finalized shortly.

(Action - DGCD Fire Cell)

27. Categorisation of incident of Fire

It was decided that the concerned committee will suggest suitable norms to categorize the incidents of fire.

(Action - Commsitte - IIDGCD (Fire Cell))

28. Fire Statistics

It was decided that Fire Adviser will devise and hand over the revised form for collection of Fire Statistics to the concerned Committee

(Action by - Committee - I/Committee/DGCD Fire Cell)

29. **Use of ISI Mark for fire fighting equipment and adoption of National Building Code**

The members suggested that only ISI marked fire fighting equipment should be used by the Fire services and all States should adopt National Building Code in the local Building Bye-Laws. It was decided that the Ministry would issue a circular in this regard.

(Action - DGCD Fire Cell)

30. **Amendment in the Factory Act**

Members pointed out that for the purpose of fire risk assessment and provision of fire fighting arrangements, the factory inspection powers may be given to the fire officers at District level. Presently these powers are given to the factory inspectors in the Factory Act.

(Action - DGCD Fire Cell)

31. **Fire Fighting facilities for Mines**

The representative from Jharkhand desired that the rules and provision of fire fighting equipment for the underground and open cast mine areas should be incorporated in the compendium. DRDO representative informed that a lot of work has already been done in this regard and they can provide the desired information to the State. It was decided to pass on this information to the States having mines by DGCD on receipt from DRDO who will do the needful.

(Action - DGCD Fire Cell/Jharkhand Fire Services)

32. **GIC Loans/10th & 11th Finance Commission Grant-in-aid and utilization Certificate**

Some members stated that the funds provided by the Central Government are not being given to the fire services by some State Govts. It was decided that the Ministry of Home Affairs will be requested to write a letter to State Governments to ensure the needful, and also to send utilization certificates.

(Action - DGCD Fire Cell)

33. **Flag of Fire Service**

A photocopy of the designed flag as suggested by SFAC earlier was circulated. It was adopted with the decision that it may be circulated to the States who may make any local changes, if considered necessary, while keeping broadly the same pattern to bring uniformity.

(Action - DGCD Fire Cell/Heads of Fire Service of States)

34. **Award of DGCD Commendation Certificate and Disc and Lapel**

Members were informed that in future DGCD commendation certificate and Disc will be awarded to the fire services personnel on the recommendations of the Chiefs of Fire Services.

The lapel was also approved

(Action - DGCD Fire Cell)

35. **Mutual Aid**

The members were informed that the provision already exists for mutual help in the Model Fire Service Bill.

(Action - Heads of Fire Service of States)

36. **SFAC Meeting**

Members felt that SFAC meeting should be held annually and further it should be held for two days. On the first day each state government may make a presentation on their fire services and on the second day the agenda points may be discussed. Council accepted the proposal.

(Action - DGCD Fire Cell)

37. **Mass Awareness**

Members were of the view that, at present, not much has been done towards making the public aware of

the fire safety. The representative from DRDO suggested that a minimum 5% of total financial grants should be utilized for this purpose. It was unanimously accepted. A suggestion will be made to the State Governments accordingly by DGCD.

(Action - DGCD Fire Cell/Head of Fire Services of States)

38. **Website on Fire Services**

Members suggested that all important information about the fire service should be provided a Website at the central level. They also suggested that compendium of Recommendations of Standing Fire Advisory Committee/Council should be placed on the Website. Shri Deshmukh, Fire Advisor, Govt. of Maharashtra offered to do the needful and send the same to the Ministry for further necessary action.

(Action - DGCD Fire Cell/Fire Advisor, Govt. of Maharashtra)

The meeting ended with the thanks to the chair.

ANNEXURE - 1

MEMBERS OF THE FOUR ZONAL WISE COMMITTEES TO MAKE RECOMMENDATIONS REGARDING UPGRADING THE OUTDATED NORMS ON FIRE SERVICE

<u>COMMITTEE NO.</u>	<u>MEMBERS</u>	<u>CO-ORDINATOR</u>	<u>SUBJECTS</u>
1.	Jammu & Kashmir Himachal Pradesh Punjab Uttaranchal Haryana Chandigarh Delhi Uttar Pradesh	Delhi	Equipment Requirement Equipment Standardisation Equipment Procurement Equipment Maximum Life Equipment Stability Fire Station Workshop Water Supply Personnel
II	Rajasthan Gujarat Madhya Pradesh Daman & DIU Chhatisgarh Maharashtra Orissa Bihar Jharkhand	Maharashtra	Priority for Development of Fire Services Communication & Alarm Mutual Aid Special Risk Auxiliary Fire Service Service Mottor & Emblem Act & Rules Miscellaneous
III	West Bengal Tripura Mizoram Manipur Nagaland Arunachal Pradesh Meghalaya Assam Sikkim	West Bengal	Operations Mass Awareness Programme Awards Collection of Fire Statistics Reports Fire Research Station Observation of Fire Service Week
IV	Andhra Pradesh Kerala Karnataka Tamil Nadu Andaman & Nicobar Islands Lakshadweep Goa Pondicherry Dadar & Nagar Haveli	Goa	Legislation Appointment of Fire Services Commission Rank Uniform & Rank Marking Training & Education Fire Prevention Factory Act Diaster Management Petroleum Act

**LIST OF DELEGATES WHO ATTENDED THE 29th MEETING OF SFAC ON 15TH
FEBRUARY, 2003**

1. Shri G. Pratap Reddy
Regional Fire Officer
A.P. Fire Services
ANDHRA PRADESH
(Ph. 0891-2706585)
2. Shri G. Venkata Narayana Rao
Divisional Fire Officer
ANDHRA PRADESH
(Ph. 0863-2234350)
3. Shri S. Kumar
ADG (Fire Services)
BIHAR
(Ph. 0612-2221191)
4. Shri Ramesh Chandra
State Fire Officer
BIHAR, PATNA
(Ph. 0612-2222467)
5. Shri R.C. Sharma
Chief Fire Officer
Delhi Fire Service
NEW DELHI
(Ph. 011-2341000)
6. Shri Deepak Kumar Prataprao Gunjal
Station Officer (Fire)
VADODARA, GUJARAT
(Ph. 0265-2426313/2426013, 2420882)
7. Shri Bipin Jadeja
Chief Fire Officer
AHMEDABAD
(Ph. 079-2148598)
8. Shri G.M. Kothwala
Chief Fire Officer

SURAT, GUJARAT
(Ph. 0261-2436636)

9. Shri Sursh Prasad
State Fire Officer
JHARKHAND, RANCHI
(Ph. 0651-2284238)
10. Shri B.G. Changappa
Joint Director
KARNATAKA
(Ph. 080-5540656/2251780)
11. Shri N.K. Tripathi
Addl. D.G.(Fire Services)
MADHYA PRADESH
(Ph. 0731-2416688)
12. Shri M.V. Deshmukh
Chief Fire Officer & Fire Adviser to MIDC
Govt. of Maharashtra
MUMBAI
(Ph. 022-26871144/26132030)
13. Shri Jhandwal, A.D.,
Chief Fire Officer
MUMBAI
(Ph. 9820702531/3076111/3074923/2882290)
14. Shri W. K. Lengen
Director
Manipur Fire Service
IMPHAL, MANIPUR
(Ph. 0385-2221544)
15. Shri P.K. Senapati
DG & IGP (Fire Services) &
Comdt. General (Home Guards)
ORISSA
(Ph. 0671-2300317)
16. Shri S. Ganapathy
Dy. Director

T.N. Fire Service
CHENNAI, TAMIL NADU
(Ph. 044-22418015)

17. Shri S. Vijayasekar
Divisional Officer
Fire & Rescue Services
Tamil Nadu Fire & Rescue Services
CHENNAI, TAMIL NADU
(Ph. 04112-224126)

18. Shri C.K. Chakravarty
Sr. Fire Officer
UTTARANCHAL
(Ph. 0135-2632100)

19. Shri Rameshwar Dayal
I.G. (Fire Service)
UTTAR PRADESH
(Ph.0572-2287235)

20. Dr. K.C. Wadhwa
Director
NFSC
NAGPUR
(Ph. 0712-25320745/2532075)

21. Shri Shamim
Dy. Director
NFSC
NAGPUR
(Ph. 0712-2532079)

22. Shri S.L. Nagarkar
AIG (F)
CISF Hqrs.
NEW DELHI .
(Ph. 24361453)

23. Shri H.S. Kaprwan
Addl. Director
M/o Defence
NEW DELHI

(Ph. 011-23817255)

24. Dr. T.P. Sharma
Head,
Fire Research Lab,
CBRI, Roorkee
(Ph. 01332-283352)
25. Shri T. Nityananda S.
Director
National Safety Council
NAVI MUMBAI
(Ph. 022-27579924/27564447)
26. Shri A.K. Taandle
Chief Fire Officer
TROMBAY, MUMBAI
(Ph. 022-25505261,25595336)
27. Shri U.S. Chhillar
President. IFE India
Janak Puri, New Delhi
(Ph. 011-05520204)
28. Shri S.P. Batra
General Secretary
IFE India
Janakpuri, New Delhi
(Ph. 011-5502024/011550205)

**MINUTES OF THE 30TH MEETING OF STANDING FIRE ADVISORY COUNCIL HELD AT
JAISELMER HOUSE, NEW DELHI ON 10-11TH DECEMBER, 2003**

- Chairman** : Shri B. L. Vohra, IPS, Director General
Civil Defence, Ministry of Home Affairs, New Delhi.
- Member-Secretary** : Shri Om Parkash, Fire Adviser, Office
of DGCD Ministry of Home Affairs, New Delhi.
- Present** : A list of officers who attended the meeting at Annexure-I.

INAUGURATION:

Shri Om Parkash, Fire Adviser welcomed the Chairman and delegates.

Shri B. L. Vohra, Chairman, 30th SFAC then addressed the invitees and delegates and explained the background of the meeting.

D. K. Shami, Deputy Fire Adviser thanked the invitees and delegates. In the 30th SFAC Meeting all the agenda points of 29th Meeting were reviewed and Technical Seminar on International Search and Rescue capabilities by Captain Bob Markus Expert Trainer from Austrian, Disaster Relief Organization was also organized for the benefit of the members. States were requested to give presentations on capabilities of respective States in Search and Rescue. After the presentation delegates discussed in detail to finalize the proposal pending with the Government for the Modernization of Fire Services.

Decisions taken in the meeting are mentioned below:-

1. Regional Training Centre

Delegates from Orissa and Uttar Pradesh shown their inabilities to start Sub Officers Course in their Fire Training Centre due to inadequate infrastructural facilities. Representatives from Assam and Gujarat shown their willingness to start sub-officers' course. It was decided that Director NFSC and Dy. Fire Adviser will visit their training centers and submit their report.

Action: NFSC/DGCD

2. Age Relaxation

Delegates emphasized the need to have a standard criteria for undergoing various courses. Director, NFSC will hold the meeting of working group and submit the report within 2 months.

Action: NFSC

3. Decentralization of Sub Officers

Delegates expressed their satisfaction about the starting of Sub Officers' course in the State Regional Fire Training Centres to make space for the senior level courses.

No Action

4. Breathing Apparatus and High Rise Building Course

Director, NFSC informed that States are reluctant to send adequate nominations. It was decided that each States will nominate sufficient trainees for B.A. course and High Rise Building course without insisting for requirement of pass in sub-officers' course.

Action : All States

5. Syllabus for the training for Fireman

Delegates were satisfied with the syllabus as circulated by DGCD and informed that the same is being

implemented by them in their Fire Services.

Action : All States

6. **Station Officer and Instructor's Course and Divisional Officers Course at NFSC Nagpur**

With the starting of 2 batches of Station Officer and Divisional Officers' Course in the college every year the states felt satisfaction.

No Action

7. **Training Aids from NFSC, Nagpur**

Director NFSC informed that the States are now collecting training aids from the NFSC for their use.

No Action

8. **Seats for private candidates in Sub-Officers Course**

Director, NFSC informed that necessary amendments will be issued in the notification to increase the seats to private candidates from 25 in a year to 40 in each batch.

Action : NFSC

9. **Training of 100 Station Officers recruited by the Tamil Nadu Fire service**

After the discussion it was decided that NFSC will give priority to provide admission to the candidates sponsored by the State Government of Tamil Nadu.

Action : NFSC

10. **Andhra Pradesh case for Divisional Officer's Course.**

After the discussion it was decided that NFSC will give priority to provide admission to the candidates sponsored by the State Government of Andhra Pradesh.

Action : NFSC

11. **Mumbai Fire Brigade case for admission in Station Officers Course**

After the discussion it was decided that NFSC will give priority to provide admission to the candidates sponsored by the Mumbai Fire Brigade.

Action : NFSC

12. **Jharkhand's request for relaxation ineligibility criteria**

Director NFSC was asked to take approval from DGCD in each case. Representatives of Jharkhand Fire Service expressed their satisfaction.

Action : NFSC

13. **Training Calendar of National Fire Service College, Nagpur.**

The delay in circulation of Training Calendars by the Director, NFSC was creating administrative problems for the State Governments for sponsoring their candidates. Director, NFSC informed that the Training Schedule is now circulated well in time.

Action : NFSC

14. **Revision of outdated norms on Fire Service**

It was decided that all the committees should expedite the report.

Action : Relevant Committees

15. **Appointment of Fire Service Commission**

Chairman informed that the matter is being looked into.

Action : DGCD

16. **Professional Heads of Fire Services in the Rank of DG(Fire), uniforms, rank, badges etc.**

Members informed that the recommendation of SFAC is being examined in states for implementation.

Action : All States

17. **Issue of Certificate to manufacturers/fabricators by the SFAC regarding their competency.**
As already decided, the proposal is not practicable.

No Action
18. **Strengthening of Fire Service in the Metropolitan Cities, State Capitals, District Headquarters and Sub Divisional Headquarters.**
The proposal is in the advanced stages of approval in the Ministry.

Action : DGCD
19. **Enactment of Central Act for the Fire Service.**
Not practicable at this stage.

No Action
20. **Deployment of Home Guards as Auxiliary Fireman in emergency.**
Members informed that they have already proposed to their respective State Governments for approval.

Action : All States
21. **GIC Loans for the up-gradation of State Fire Services**
General opinion of the states was that they are not willing to take loans instead grant-in-aid may be arranged.

No Action
22. **Funding for up-gradation of Fire service**
Chairman informed the members all possible is being done to provide monetary help to State Fire Services.

Action : DGCD
23. **Infrastructure development vis-a-vis setting of fire stations**
Chairman informed the members that all the states have been apprised. Implementation report is yet to be received.

Action : All States
24. **Custom duty exemption on the fire fighting and rescue equipments used by the fire service.**
Chairman informed the members that we have already taken up the matter with Ministry of Finance. The reply is yet to be received.

Action : DGCD
25. **Need for setting up of Fire Research and Development Facilities in the country.**
Chairman informed that a working group is looking into it. Once the report is received the same will be sent to the Ministry for approval.

Action : Concerned working group
26. **National Building Code.**
Chairman informed the members that National Building Code is still not finalized by the BIS. A copy of the final code will be circulated to all concerned as soon as received from BIS.

Action : DGCD
27. **Categorization of incident of Fire.**
Chairman informed the members that committees constituted for the purpose is yet to give its report.

Action : Concerned Committee
28. **Fire Statistics**
Chairman informed the members that committee constituted for the purpose is yet to give its report.

Action : Concerned Committee

29. **Use of ISI mark for fire fighting equipment and adoption of National Building Code.**

Chairman informed the members that regular instructions are going to states in this regard.

Action : DGCD

30. **Amendment in the Factory Act.**

Chairman informed the members that the decision as taken in the last meeting might be acted upon by all concerned.

Action : All States

31. **Fire Fighting Facilities for Mines**

Shri Kaparwan, Joint Director assured that he will soon submit the detailed report in this regard.

Action : Sh. Kaparwan, JD

32. **GIC Loans/10th & 11th Finance Commission Grants in aid and utilization certificate**

Chairman informed the members that grant-in-aid funds will not be disbursed to the defaulting states. He suggested the members to expedite their utilization certificate.

Action : All States

33. **Flag of Fire Service**

Members shown their willingness to adopt the flag in their fire services.

Action : All States

34. **Award of DGCD Commendation Certificate and discs Lapel**

Chairman informed the members to send the names of deserving candidates for the award of Commendation Certificate and Disks on regular basis.

Action : All States

35. **Mutual Aid**

Provision already exist in states.

Action : All States

36. **SFAC Meeting**

Members approved the suggestion for holding SFAC Meeting annually. One day for presentation by the states and second day for the agenda discussion.

Action : DGCD

37. **Mass Awareness**

It is to be implemented by State Governments. All states have been suitably advised.

Action : All States

38. **Web Site on Fire Service**

DGCD informed the members that a Web Site on DGCD is already available. Any suggestion for improvement of its material will be welcome from States.

Action : All States

APPENDIX "31-C"

**MINUTES OF THE 31ST MEETING OF STANDING FIRE ADVISORY COUNCIL
HELD AT A. P. CONFERENCE HALL, SVP NATIONAL POLICE ACADEMY,
SHIVARAMPALLI, HYDERABAD ON 4-5TH AUGUST, 2005.**

Part-I
BRIEF OF THE CONFERENCE

BRIEF

Inauguration :

31st Meeting of the Standing Fire Advisory Council at Hyderabad was inaugurated by / Dr. Y.S. Rajasekhra Reddy, Hon'ble Chief Minister of Andhra Pradesh on 4th August, 2005. Sri K. Jana Reddy, Hon'ble Home Minister of Andhra Pradesh, Sri A.K.Srivastava, Principal Secretary Home, Sri Swarnjit Sen, Director General of Police, Sri. K. Dadabhoy, IPS, Former Director General Civil Defence, delegates and a large number of distinguished guests were present during the inauguration.

2. **Dr. Y. S. Rajasekhara Reddy**, Hon'ble Chief Minister of Andhra Pradesh in his inaugural address recalled disaster caused by Tsunami on 26-12-2004 and exhorted the fire service and other concerned agencies to learn lessons from past experience for better planning, mitigation and preparedness. He also mentioned efforts of Government of India in setting up National Disaster Management Authority and National Disaster Response Force. He said that, Government of Andhra Pradesh had accorded highest priority to disaster management. A state level committee under the Chairmanship of Chief Secretary had been constituted for monitoring the implementation of contingency plans for tackling Cyclones and Earthquakes and District Level Committees under the Chairmanship of District Collectors. He also referred to Andhra Pradesh Government's initiatives to ensure Fire Safety of cinema theatres, high rise buildings, large concentration of thatched dwellings etc. Changing role of Fire Services due to urbanization and industrialization was underlined and the need for providing adequate infrastructure and equipments to the Fire Services to meet the challenges was stressed. The SFAC was exhorted to undertake in depth deliberations in its 31st Meeting and come up with concrete suggestion on measures required to develop Fire Services as a multi - hazard disaster response unit.

3. **Sri Jana Reddy**, Hon'ble Home Minister of Andhra Pradesh in his address enlisted the initiatives taken by the Government to improve the operational efficiency of Fire Service Department viz., Re-organisation of the Department, Opening of New Fire Stations in all assembly constituencies in a phased manner and upgrading the existing Fire Stations in Hyderabad, Vijayawada, Visakhapatnam and Tirupathi. He underlined urgent need to allocate sufficient funds for the up-gradation, modernization and expansion of A. P. Fire & Emergency Service. He asked the delegates to share their valuable experience and suggest utilization of modern Fire Fighting Equipments and innovation in Fire Fighting Techniques in High Hazard occupancies.

4. Earlier, **Sri Vijay Shanker**, IPS, Chairman of 31st Standing Fire Advisory Council extended warm welcome to Hon'ble Chief Minister, Hon'ble Home Minister of Andhra Pradesh, delegates and invitees. DGCD briefly explained background of the meeting, existing scenario of Fire Services in India, changing role of Fire Services in Disaster Management Response system and need for modernization of fire services to respond to various Disasters and Emergencies as multi-hazards response unit. **Sri Alok Srivastava**, IPS, Director General, A.P. Fire & Emergency Services Department proposed the Vote of Thanks.

Meeting :-

5. Agenda points of the meeting were deliberated in six sessions in which following presentations were made followed by discussions on each of the agenda points :-

- (i) Inclusion of subject Fire in the Concurrent List of the Constitution of India by Dr. P.K.John, Director, Goa Fire & Emergency Service.
- (ii) Constitution of National Fire Service Commission by Dr P.K.John, Director, Goa Fire & Emergency Service.
- (iii) Disaster Management scenario in Delhi by sri R.C.Sharma, Chief Fire Officer, Delhi
- (iv) Halon Reclamation and Banking facility including the Halon alternatives, need of R&D and testing/ evaluation facilities in the field of Fire Engineering by Sri A.K. Kapoor, Director CFEES, DRDO, Ministry of Defence.
- (v) Modernisation of Fire Service by Sri S.K.Dogra, Director Fire & Rescue Service Tamil Nadu.
- (vi) Critical appraisal of Training for Fire Services and also Financial Resources for Acquisition of Equipments for Fire Service by Sri M.N. Reddy. IG, Fire & Emergency Service Karnataka.

(vii) Fire Service Training Institute, CISF by Sri S.L.Nagarkar, DIF(Fire), CISF.

(viii) Managing Rural Fires in J&K by Sri. G.A.Bhat, Director, Fire & Emergency Service J&K.

6. The agenda points and the decision taken on each of the agenda points are enclosed in the part II of the minutes.

Part-II
MINUTES OF THE CONFERENCE

- Chairman** : Sri Vijay Shanker, IPS, DG, National Emergency Response Force & Civil Defence, Ministry of Home Affairs, New Delhi.
- Member Secretary** : Sri Om Parkash, Fire Advisor, Directorate General Civil Defence, Ministry of Home Affairs, New Delhi.
- Member/delegates** : List of members/delegates to 31st meeting of SFAC is at Annexure – II.

Proceeding of the meeting

The 31st SFAC meeting started with the opening remarks of the Chairman, Sri Vijay Shanker, IPS, DG, National Emergency Response Force & Civil Defence, Ministry of Home Affairs, New Delhi, who thanked the Hon'ble Chief Minister of Andhra Pradesh for coming straight from the Helipad to the inauguration of the meeting. He informed the delegates that, the agenda points have been categorized into six groups for discussion viz., Policy/Legal issues, Organizational issues, and Modernization, Equipments, Training and Miscellaneous points. He also said that though the agenda points were not very original and had been discussed in the past in one way, yet these were included in the agenda in view of their continued relevance and also, lack of implementation. It was mentioned that, each session shall have a set of presentations to focus on the important issues. Paradigm changes in National Disaster Management Policy, National Disaster Management Bill and Authority, role of Fire Service in disaster management were explained to the members.

Two minutes of Silence was observed by the Council as a mark of respect to the Fire Personnel who have laid down their lives in the service of the Nation.

ITEMS ON THE AGENDA AND THE DECISIONS TAKEN ARE MENTIONED BELOW:

S.No.	AGENDA POINTS	REMARKS
I	POLICY /LEGAL ISSUES	
1.	NATIONAL COMMISSION FOR FIRE AND EMERGENCY SERVICE: Karnataka There is an urgent need for the appointment of Commission for Fire and Emergency Service. It is required for over-all development of Fire Services in the country. This is one of the urgent requirements for the systematic, uniform and overall growth of Fire Services in India, for the present and for the future.	Chairman informed the Council members that a High Powered Committee on Disaster Management of Ministry of Agriculture, Govt. of India in its report of 2001, recognized the vital role of Fire Services in context of first response on site for emergencies and inter alia recommended: (i) A National Fire Service Commission be appointed to suggest the reorganization of Fire Services to cope with the challenges posed by the technological advancements during peacetime and war situations. (ii) Formulation of a National Policy on fire Preparedness in Rural and Urban Areas. (iii) The provision of a comprehensive legislative backup to the fire services to enforce fire regulations. (iv) The risk mapping of cities and industrial towns and

	the norms for fire protection levels in such areas. (v) Review of Training standards and Equipment requirements. (vi) Planning of Fire Safety programmes for the Public. (vii) Planning of fire prevention and protection in slums and shanty Towns. (vii) To review provisions of the Model Fire Service Bill. Dr. P.K. John, Director Fire and Emergency Services, Goa could not attend the meeting due to commitment in the State. The papers prepared by Dr. P. K. John on the "Inclusion of subject Fire in the Concurrent List of the Constitution of India" and "Constitution of National Fire Service Commission" were therefore circulated for the benefit and valuable suggestion of the Members. Members were of the view that around standardization of Fire Services is urgently required including legal, organizational, funding, modernization, training, equipments, latest technology etc. Members also felt the need for a five year suggestions which can be taken up by the Government of India and State Governments for implementation till proposed National Fire Service Commission submits its recommendations to the Government. Chairman underlined the urgency to prepare a perspective plan for next 10 years to enable the Fire Service to successfully meet the challenges and expectations. He explained the need for latest technology, importance of urgent modernization, improved standards of training, preparation of standards and protocols all of which required huge amount of funds. There were unanimous views that required funds for revamping of Fire Service would not be available with the centre and state Governments unless Fire Service was funded under plan head. It was resolved to appoint a Committee under the Chairmanship of Dr. P. K. John, Director, Fire & Emergency Services, Goa with Sri M. N. Reddy, IG, Karnataka Fire Service, Sri R. C. Sharma, Chief Fire Officer, Delhi Fire Service and Sri M. V. Deshmukh, Director, Fire Services, Maharashtra as members to recommend terms of reference for the National Fire Service Commission and also action plan to implement Sl. No. (ii) to (viii) of High Powered Committee. Action : States/DGCD/MHA/Director, Fire and Emergency Services, Goa
2. INCLUSION OF FIRE SERVICE IN CONCURRENT LIST OF THE CONSTITUTION OF INDIA	Members underlined the need to bring Fire Service in the Concurrent list of the Constitution of India to solve the problems relating to the development of Fire Services in the country. Fire Services are playing major role in saving life and property during natural and man made

DG NDRF & Civil Defence

In spite of best efforts by the State Government and the Government of India, Fire Service is not getting due importance. It is therefore proposed to include Fire Service in the Concurrent List of the Constitution of India.

disasters. The development of Fire Services in the country is not showing any headway to cope up with the growing responsibility of Fire Services as Multi Hazards Response Unit in the Disaster Management Response System due to lack of resources, expertise, training facilities, equipments etc. State Governments can not independently handle the modernization process. It is therefore necessary to include Fire Service in the Concurrent list of Constitution of India so that Central Government also equally shares the responsibility towards enactment of Central Act, providing Financial assistance, Cadre services, Advanced Training, Modern appliances and equipments etc.

The Committee appointed under the Chairmanship of Dr. P.K. John, Director, Fire and Emergency Services, Goa will also look into this matter.

**Action : States/DGCD/MHA/Director,
Fire and Emergency Services, Goa**

3. UNIFORM FIRE SERVICES ACT**Assam****Pondicherry**

Many States have their own Fire Service Act and rules. There is a need for uniform Fire Service Act and Rules all over the country. A committee may be formed to prepare the same considering the local conditions.

Legal net work programme/guidelines should be made viz. regarding legal framework and its preparedness for national fire service code/act which deals in powers and activities of fire service in general all over the country. Implementation of legal aid by online interaction and Amendment of Indian Central Fire Service Acts and Rules (Unicode) may be considered.

Chairman stated that Model Fire Force Bill prepared by SFAC was circulated by the MHA way back in 1958 to the State Governments for adoption. Some States are yet to make their act. Photocopies of Fire Service Act and Rules of States like Andhra Pradesh, Tamil Nadu, Goa, Karnataka and also the Model Fire Force Bill - 1958 were circulated to the members as guidance material. A need has arisen to incorporate the provisions of fire Service as an All Hazard Response Service in the Model Fire Force Bill/State Acts/Bills.

After detailed deliberations, it was resolved that there is an urgent need to update the Model Fire Force Bill addressing all issues relating to Fire Services including their role in Disaster Management as Multi Hazard Response Unit including the provisions of National Building Code of India in the State Fire Service Act.

It was resolved that the Committee appointed under the Chairmanship of Dr. P.K. John, Director, Fire and Emergency Services, Goa will also submit self contained report which should include Model Fire Service Bill and suggested action plan to get the Bill approved by concerned Legislative Bodies.

**Action : States/DGCD/MHA/Director,
Fire and Emergency Services, Goa**

4. UNIFORM BUILDING CODE/RULES FOR FIRE FIGHTING EQUIPMENTS AND ADOPTION OF THE PROCEDURE OF OBTAINING SELF-APPRAISAL/CHECK LIST ON FIRE SAFETY.

Chairman informed the members about the Chapter-IV of National Building Code of India, published by Bureau of Indian Standards, where in provisions for Fire Protection arrangements in all types of buildings have been mentioned in great details. The problems of fire protection arrangements in buildings can be sorted out if the State Governments incorporate these provisions in the local

Assam Andhra Pradesh It is suggested that a uniform building act/rules for fire fighting equipment etc. may be introduced in our country so that the State Fire Services can follow and implement it considering the local conditions. Andhra Pradesh Fire Service Department has prepared check-lists to facilitate self appraisal of fire safety by the owners and occupiers of 25 Hazard occupancies. The SFAC may recommend constitution of separate Committees of technical officers for evaluation and finalization of 25 check lists (Copies enclosed) and circulate them to States to facilitate compliance of mandatory fire safety system.	Building Bye-laws and in State Fire Service Act. A copy of the Checklist prepared by the Andhra Pradesh Fire Service for the self appraisal of Fire Safety Arrangements by the occupiers/owners was circulated to the members for information. It was felt that if the same is adopted by the State Governments, there will be lot of time saving in the issue of fire clearance for buildings. It was resolved that the Committee appointed under the Chairmanship of Dr. P.K. John, Director, Fire and Emergency Services, Goa will also look this matter. Action : States/DGCD/MHA/Director, Fire and Emergency Services, Goa
II ORGANISATIONAL ISSUES Chandigarh 5. Fire services have been identified as technical first responders. Therefore, it is essential that the local fire stations be considered as focal points for Disaster Management. In view of this, suitable organizational structure needs to be developed. At each level in the organizational structure, starting from CFO to right up to Corporation level, the role/responsibility of Fire Service need to be clearly defined. As disaster management is a matter of saving life and property, a clear/transparent chain of command should be established at each level and answerable to the next higher authority. All of us have a great social responsibility. Thus, there is a need for transparent command structure.	Sri R. C. Sharma, Chief Fire Officer, Delhi Fire Service gave a presentation on the "Disaster Management scenario in Delhi". Chairman stated that due to the involvement of Fire Service in the Disaster Management Response System, need is felt to have proper organizational structure in Fire Service. Way back in 1976, SFAC recommended the Fire Service organizational structure (page 314, Appendix 30-B, of the Compendium of Recommendations of the SFAC published by DGCD). The recommended organizational structure is relevant even today. Members were of the opinion that in the existing structure there is no active participation of fire service specialists and fire officers serving in fire services at the decision making level. They are not getting adequate exposure in the new development and training. They felt that Fire Service is a specialized service with skilled manpower need to be motivated by improving their service condition including putting in place appropriate recruitments rules and improved standards of training. Some of the Members suggested merging Fire Services with the Police Services so that all round development can be achieved in man and machine. Chairman was of the opinion that, Fire Service has its own defined responsibilities in the context of Disaster Management. Fire Service Personnel, therefore, should have better working conditions, career prospects and vertical mobility and improved standard of Training. Members also felt that, there is scope for improvement in the Factories Act with regard to provision of Fire Safety. The Chairman said that considering its importance and critical role Fire Service is need to develop as an efficient and independent Service. He further stated that i) There should be an active participation of Fire Service

	officers at decision making level; ii) Fire Service officers should be promoted to certain level in hierarchy of rank structure of Fire Services; iii) Fire Service personnel lack adequate training and exposure to new developments of emergency response and hazard/disaster management. It was resolved to appoint a Committee to look into the Central Acts which directly or indirectly impugne upon Fire Safety, Disaster Management and other Central Act like Explosive Act etc. and prepare a proposal. The Committee appointed under the Chairmanship of Dr. P.K. John, Director, Fire and Emergency Services, Goa will also look this matter. Action : States/DGCD/MHA/Director, Fire and Emergency Services, Goa
6. FIRE SERVICE AS AN ORGANISED SERVICE Goa, Jharkhand and Karnataka There is a need for All India Cadre of Gazetted Rank Fire Service Officers specially in the States of Maharashtra, Gujarat, Madhya Pradesh, Rajasthan, Haryana and Punjab in which the Fire Services are still under Municipalities. This will help in developing the person, profession and vertical mobility of Fire Service Officers.	Chairman stated that Fire Services do not have any organized cadre at National and at State level. In the Disaster Management, coordinated efforts at all level are required. The District Collector is the Coordinating authority. Members discussed related issues such as recruitment criteria, service conditions, and constitutional arrangements of Fire Service as a State responsibility in the country. Some of the members felt strongly about need to constitute All India Fire Service Cadre. It was resolved that the Committee appointed under the Chairmanship of Dr. P.K. John, Director, Fire and Emergency Services, Goa will also look this matter. Action : States/DGCD/MHA/Director, Fire and Emergency Services, Goa
III MODERNISATION	
7. MODERNIZATION OF STATE FIRE SERVICES Orissa, Chandigarh, U.P., Meghalaya, Bihar, Andhra Pradesh Pondicherry Maharashtra Airport Authority of India With the rapid pace of Industrialization and Urbanization it is becoming difficult for the firemen to fight fires in complicated fire incidents, for want of modern tools and equipments. State Govts. are not in a	In this session following presentations were made :- i) Sri A.K. Kapoor, Director, CFEES, DRDO, Ministry of Defence gave a presentation on the "Halon Reclamation and Banking facility including the Halon alternatives need of R&D and Testing evaluation facilities in the field of Engineering". ii) Sri S. K. Dogra, Director, Tamil Nadu Fire Services gave a presentation on the Modernization of Fire Services. The Chairman informed the members about the modernization of State Fire Services. It is highly capital intensive efforts. A proposal of Rs.2000 crores is under active consideration of the Ministry to provide minimum requirements of fire service such as Fire Stations, Advanced Rescue Tenders, Rescue Tenders, Hazmat

position to meet the cost of these equipments. Central Govt. may consider helping State Fire Services with adequate money through Finance Commissions, Police Modernisation Scheme and proposed Fire Service Modernisation Scheme.

An Integrated Fire Service should have Research and Development cum Equipments Wing which will make case studies of various fire histories. It helps making advancement in the of field fire protection/ prevention and applications to advice state governments in the purchase of new technologically advanced equipment for the use in fire services according to their need.

Van, Water Tenders in state capitals, metropolitan cities, district headquarters and sub-divisional headquarters. All the existing twelve State Fire Training Centres will be upgraded and new Fire Training Centres will be established in the remaining 23 states/UTs.

There is a provision that upto 10% of Calamity Relief Fund may be utilized by the States for the procurement of search, rescue and evacuation equipments.

It was suggested to take up allocation of funds for Fire Services by XIIIth Finance Commission as was done with Xth and XI th Finance Commission should be considered. In this context, it was emphasized that states must give up-to-date information about their fund requirements on the basis of actual risk analysis at local level time to time to the Ministry.

Members felt that there is no clarity in role of Fire Services as first responders in Disaster Management. Fire Services are also not trained and equipped to take up its assigned role efficiently in disaster management.

Chairman viewed that Modernization is not just a matter of procuring equipments. A holistic approach is required to address the issue. First of all training has to be imparted to Fire Personnel in Search and Rescue. There is also urgent need to standardize the laws governing fire services and standardize their equipments in Fire Services to enable them to discharge their responsibility effectively in both natural and man made disasters.

The council felt that this is a very important issue therefore a committee should be constituted to look into this.

The Committee under the Chairmanship of Sri S. K. Dogra, IPS, Director, Tamilnadu Fire and Rescue Services with Sri H. S. Rawat (Airport Authority of India), Sri A. K. Kapoor, Director, CFEES, Dr. Jatin Nipun, IPS, IGP & Director, State Fire Service Organization, Assam as members was constituted to give holistic view on the matter and recommend on the Modernization of Fire Services.

Action : States/DGCD/MHA/Director, Tamil Nadu Fire and Rescue Services

IV EQUIPMENTS

8. PROCURING SPECIAL APPLIANCES FOR FIRE SERVICES:

Goa, Meghalaya

Chairman felt an urgent need to develop the norms for the special appliances and specifications of each and every item required in Fire Services including rescue equipments. SFAC has already laid down the norms for the equipments and manpower which need to be

Airport Authority of India

The requirement of Special Appliances, Aerial ladders, Hazmat Vans, Rescue Tender, Advanced Rescue Tender, Emergency Vans etc. should be worked out for Fire Services in the States. These Appliances being high value equipments and the budget allotted by the State Governments are inadequate. It is proposed that these capital items should be procured through Central Govt. assistance.

reviewed. Identification of the equipments for the first responders in the specialized field of Search & Rescue, Hazardous Material Handling, Weapons of Mass Destruction, Flood Rescue, Medical First Responder, Basic Disaster Management and Fire Fighting has already been done by the DGCD and lists have been circulated to States. Council may like to suggest appropriate changes, if required.

9. STANDARD SPECIFICATIONS FOR SPECIALISED EQUIP-MENTS.

Chandigarh

Disaster Management Response System is in the process of development in our country. Firemen need exposure to new technology. Seminars and workshops need to be held regularly which will help in creating more and more knowledge in the field. A committee of experts be constituted and assigned the task of standardization of disaster management equipments to keep pace with the international specifications giving due consideration to local geographical conditions.

In the absence of proper specifications members expressed difficulties in the procurement of specialized Fire Fighting and Rescue equipments. Majority of the equipments are of foreign origin. Therefore there is an urgent need to develop indigenous specifications. Some members suggested the centralized procurement of these equipments and assistance for vendor rating, short listing of firms specifications, approval of rates and specifications for the fabrication and procurement of fire fighting and rescue items to avoid delay in finalization of tenders and to ensure quality work and suggested having DGS&D rate contract as is being done for various types of vehicles, office equipments by DGS&D.

10. ENLISTING FIRMS ON RATE CONTRACT FOR FABRICATION OF FIRE APPLIANCES AND NATIONAL LEVEL PRICE LIST FOR ALL TYPES OF FIRE FIGHTING EQUIPMENTS INCLUDING FOREIGN MAKE LIKE DGS&D

It was resolved to constitute a Committee comprising of Sri G. A. Bhatt, Director, J& K Fire Services as Chairman and Sri H. S. Rawat, Airport Authority of India, Sri G. C. Misra, Delhi Fire Service Sri D. K. Shami, Dy. Fire Advisor, Govt. of India and Sri J. Basnet, IPS, Director, Sikkim Fire & Emergency Services as members. The committee will go through the all aspects and submit the report.

**Action : States/DGCD/MHA/Director,
Jammu & Kashmir Fire Service**

Andhra Pradesh

Assam, Tamil Nadu, Andhra Pradesh

In the absence of an approved Rate contract, the fabrication of fire appliances is being done by the Firms quoting lowest rates. To avoid substandard fabrication, the SFAC should fix specifications and rates for Fabrication of various types of fire fighting and rescue vehicles to avoid :

- a) Delay in finalization of tenders
- b) To execute quality work.

Many fire fighting appliances/ equipments do not have national level price list as done by DGS&D. If the price list of these equipments is finalized, the procurement

procedure all over the country will become easy. This is urgently required.	
V TRAINING	
11. DISASTER RESPONSE MANAGEMENT COURSE BY THE NATIONAL FIRE SERVICE COLLEGE, NAGPUR AND STATE FIRE TRAINING CENTRES Goa, Chandigarh, Bihar, Pondicherry, Uttaranchal, Mizoram In order to enhance the skill and knowledge of the Firemen in search and rescue it is desirable to start specialized training courses at NFSC, Nagpur and State Fire Training Centers for the in service Fire personnel for effective response in disaster management.	Sri M.N. Reddy, IGP, Karnataka Fire Service, gave a presentation on the "Critical Appraisal of Training for Fire Services and also financial resources for acquisition of equipments for Fire Service and Karnataka SAFE - 2010 : A perspective Plan for the Accelerated development in Fire and Emergency services in Karnataka". The Chairman highlighted the need for training of fireman to enhance the skill to manage various emergencies for saving life and property as he need to respond on various emergencies of Search & Rescue, Hazardous Material Handling, Weapons of Mass Destruction, Flood Rescue, Medical First Responder, Basic Disaster Management and Fire Fighting. A copy of the course curriculum and duration etc. for various courses as prepared by DGCD and circulated to States was given to the members for information. These courses are essential and need to be started in NFSC Nagpur and State Fire Training Centres immediately and need approval of SFAC. It was resolved to constitute a Committee under the Chairmanship of Sri Alok Srivastava, Director General, Fire & Emergency Services, Andhra Pradesh with Sri S. Shamim, Director, NFSC, Nagpur, Sri S. L. Nagarkar, DIG, CISF and Sri G. A. Bhat, Director, J & K Fire Services as members to go through each course syllabus and other details and submit its recommendations. The committee will also formulate the National Fire Education Policy for the country. Fire professionals are experts not only in handling fire related accidents but also first responders in multi hazard emergencies. The education policy must indicate the minimum core competency required to handle the accident/hazards etc. for all ranks in fire service starting from fireman to head of fire service and essential qualification required for the assigned job. Action : States/DGCD/MHA/ Director General, Fire & Emergency Services, Andhra Pradesh
12. FIREMAN RECRUITS TRAINING AT THE REGIONAL TRAINING CENTRES Goa The training of Fireman at induction level is the responsibility of the respective States.	The Chairman informed that for the training of fireman there was need to have a standard syllabus. DGCD prepared the syllabus and circulated to all the States for adoption. Some of the states do not have own training centres. It is sometimes not economically viable for the

Since many states do not have their own Fire Training Centres, the Firemen working in these States are forced to learn through their mistakes by hard ways. In view of the increasing technological incidents, it is becoming essential to upgrade their skills to make them effective and useful in actual situations. The induction level course of such firemen should be conducted at the identified Regional Training Centres to bring uniformity in training all over the country.	smaller states to invest in this. They can very well train their firemen in the neighbouring States on mutually agreed terms and condition. The Committee headed by Sh. Alok Srivastava, DG Fire Services, Andhra Pradesh will look into it and suggest further improvement, if any. Action : States/DGCD/MHA/ Director General, Fire & Emergency Services, Andhra Pradesh
13. RECOGNITION BY THE AICTE FOR THE NFSC PROFESSIONAL COURSES Goa The All India Council of Technical Education is an autonomous body of the Government of India for promoting the standard of technical institutions. It is mandatory for all technical institutions to have AICTE approval. The National Fire Service College conducts various types of courses, but none of their courses have AICTE approval. Therefore, there is an urgent need to develop the infrastructure, facilities and get the AICTE approval so that it may gain the status of fire training institution of international repute.	The Chairman informed the members that Prior to the formation of All India Council of Technical Education, all the courses conducted by National Fire Service College have the recognition of Ministry of Human Resource Development as Certificate, Diploma and Advance Diploma in Fire Engineering like any other engineering diplomas/ qualifications. He further apprised the members about the approval of Government of Rs.103 Crores for the up gradation of NFSC, Nagpur and work for the 1st phase has already begun in 2005-06. The Committee headed by Sh. Alok Srivastava, DG Fire Services, Andhra Pradesh will look into it and suggest further improvement, if any. Action : States/DGCD/MHA/ Director General, Fire & Emergency Services, Andhra Pradesh
14. FIRE FIGHTING TRAINING TO EMPLOYEES OF GOVT. AND PUBLIC SECTOR Orissa It should be made compulsory for the employees in Government and Private Sectors to undergo short term courses in Fire Prevention and Fire Extinction to help develop regular fire force in these set ups to meet any emergency situation with greater promptitude.	Sri S.L. Nagarkar, DIG,NISA, CISF gave a presentation on the "Fire Training Institute of CISF". The Chairman clarified that It is the responsibility of the concerned Organization to train their personnel in fire service. It was decided that the Committee headed by Sh. Alok Srivastava, DG Fire Services, Andhra Pradesh will look into it and suggest any specific need of training to the fireman working in these industries. Action : States/DGCD/MHA/ Director General, Fire & Emergency Services, Andhra Pradesh
15. UPGADATION OF REGIONAL FIRE FIGHTING TRAINING CENTRES AND CONDUCTING SPECIALISED TRAINING COURSES Assam, Maharashtra, Orissa, Mizoram,	The Chairman stated that the need for training is increasing day by day due to fast pace of industrialization and urbanization. National Fire Service College, Nagpur alone can not take the training responsibility due to its limited resources. A huge backlog of training was created in the past. Ministry of Home Affairs decided to identify some State Fire Training Centres having capability to run

Pondicherry

All State Fire Training Centres be upgraded to meet further challenges in fire services. Every Regional State Fire Training Centre be given specific task pertaining to specialised Fire-fighting and rescue training to meet any other unforeseen eventualities. For example, Metro City Fire Services like Delhi and Mumbai be given task to develop specialized training for the response teams to handle situations not only in fire-fighting but also during building collapse incidents when high rise building becoming unsafe to enter for tackling the emergency situations. Some flood prone states be given task to evolve and implement the training modules in flood rescue. A Steering Committee under the aegis of DGCD be formed with Director NFSC as member secretary with 3 to 4 Head of State Fire Services as its members to get the modules prepared for implementation.

North eastern States are prone to earthquake. Specialized courses on search and rescue from collapsed structure be started at Regional State Fire Training Centre, Guwahati. Similarly other specialized courses can also be started there, so that large number of firemen can be trained.

the courses of National Fire Service College, Nagpur to clear the backlog. Mumbai, Kolkata, Chennai, Delhi, Goa, Guwahati are running Sub-officers' course. There are other training centres such as Bangalore, Bhubaneswar, Unnao, Ahmedabad which are also identified as prospective Regional Training Centres. These centres could not take any course due to inadequate infrastructure.

Realizing the requirement and need Ministry has already included the upgradation of State Fire Training Centres at the cost of Rs. 3 crores each so that training to the fire service first responders can be imparted in search and rescue techniques in addition to fire fighting.

The Committee headed by Sh. Alok Srivastava, DG Fire Services, Andhra Pradesh will look into it and suggest further improvement, if any.

Action : States/DGCD/MHA/ Director General, Fire & Emergency Services, Andhra Pradesh

16. ALLOTMENT OF SEATS FOR DIFFERENT COURSES AT NFSC NAGPUR

Meghalaya

Seats for Meghalaya be fixed for different courses in NFSC, Nagpur.

Director, National Fire Service College was directed to allocate sufficient slots as per the requirement of State Government of Meghalaya in different courses at National Fire Service College, Nagpur.

Action : Director, NFSC/Meghalaya

17. PRODUCTION OF EDUCATIVE AND TRAINING CDS

Tamil Nadu

Tamil Nadu Fire & Rescue Services has launched the production of educative and training CDs. It is requested that Chennai may be chosen as an All India Centre for production of training/educative CDs and necessary equipment may be provided by Govt. of India through DGCD.

Sri G.A. Bhat, Director, Jammu & Kashmir Fire Service gave a presentation on "Managing rural fires in Jammu & Kashmir".

Members desired that for the mass awareness programme on fire safety educative material is required to be produced by the Government. The Chairman informed the Members that DGCD has produced some publicity material for use by the State Fire Services. The same was appreciated by the public. More publicity material both electronic and printed will be produced during the current financial year and the same will be sent to States for use by the respective Fire Service.

Members decided to identify the actual requirement

	and the quantity of Educative and Training CD's for Production. It was unanimously decided that the Committee under the Chairmanship of Sh. Alok Srivastava, DG Fire Services, Andhra Pradesh will look into the requirement of material for publicity material for creating mass awareness in fire safety in the country. Action : States/DGCD/MHA/ Director General, Fire & Emergency Services, Andhra Pradesh
VI MISCELLANEOUS	
18. FIRE PREVENTION WEEK U.P. Fire Services in the country are only concentrating on fire fighting. Due to rapid population growth, industrialization and urbanization loss to life and property is increasing day by day. There is a need to develop Fire Prevention Programme to reduce Fire incidents in the country. Fire Services remain busy in fire fighting work. They are not in a position to devote time in the month of April to observe Fire Service Week due to peak fire season. It is proposed to observe Fire Service Week in the month of February or in Festival season from 15th September to 15th October.	Members discussed in detail about the rescheduling of fire prevention week (14th - 20th April) as Fire Services remain busy during the period in fighting fires due to fire season. There were different opinion on this. 14th April is observed as Fire Service Day due to historical significance attached to the date. On 14th April 1944, a major fire broke out in Bombay Dock in which more than 66 firemen laid their lives. Since this is a very important matter concerning policy decision, the Chairman decided that it will be examined and the considered view will be conveyed to all concerned. Action : DGCD/MHA
19. PAY & ALLOWANCES IN FIRE SERVICES Rajasthan There is variation in Pay and Allowances to the staff and officers in States. It is proposed to bring uniformity at National level.	Since this is beyond the purview of SFAC, it was decided to drop the point. Action : Nil
20. INVOLVEMENT OF NGO'S TO CREATE PUBLIC AWARENESS Orissa NGO's functioning in the state may be utilized to make people conscious about fire hazards in their day to day activities by establishing close rapport with regular Fire force to minimize the number of fire accidents which are on an increasing trend. DGCD may provide adequate grant in aid	In the recent past fires in the schools and places of public assembly there were many deaths. All these deaths could have been avoided if the people are educated in basic fire safety precautions. Government alone cannot do this work. It was unanimously decided that NGOs may be utilized for creating mass awareness on fire safety to save avoidable damage to life and property. Action : States/DGCD

for this purpose.

21. CREATION OF VOLUNTEER FIREMAN.

Orissa

Number of fire service personnel are inadequate in the State which is prone to disasters and has passed through the traumatic experience of Super Cyclone of unprecedented magnitude. It is proposed that volunteers from public may be trained in fire fighting and rescue operation like territorial army to aid fire service personnel at the time of need.

Members were of the opinion that Fire Services in India should create Volunteer Fireman to help the regular services during the natural and man made disasters. These volunteer Firemen should be trained in basic fire fighting and rescue operations. The proposal was unanimously accepted.

Action : States/DGCD

22. SUBJECT DISASTER MANAGEMENT MAY BE INTRODUCED IN THE SYLLABUS OF HIGH SCHOOL LEVEL

Bihar

Recent occurrences of fire in schools are forcing to include fire prevention courses and disaster management syllabus in the school.

The Chairman informed the Council that the CBSE is already having this subject in their syllabus.

Action : Nil

Chairman thanked the representatives of the companies who displayed their latest fire fighting and search and rescue equipments during the 31st Meeting of Standing Fire Advisory Council and he stressed the need to have dialogue with the industries, experts, associations and fire professionals. We should work together to help in the development of Fire Services in the country. Chairpersons of various committees were requested to submit their report latest by October 31st, 05.

The Meeting ended with the Vote of Thanks by Sri Vijay Shanker, Chairman.

PART-III

SPEECHES OF

- i) Dr. Y.S.Rajasekhra Reddy,
Hon'ble Chief Minister
Andhra Pradesh
- ii) Shri K. Jana Reddy,
Hon'ble Home Minister,
Andhra Pradesh
- iii) Shri Vijay Shanker,
Director General NDRF & CD

SPEECH OF CHIEF MINISTER ANDHRA PRADESH

It is a great pleasure for me to inaugurate the 31st meeting of the Standing Fire Advisory Council being held at Hyderabad at a very crucial juncture, as the country had witnessed a Tsunami disaster on 26 December, 2004 wherein 10,273 persons were killed, while another 5,823 people were missing and feared to be dead. 9 Coastal Districts of Andhra Pradesh were also affected by the Tsunami which claimed lives of 106 persons and caused damage to property worth 75. 27 crores.

2. (a) Our country had in the past witnessed major natural disasters including earthquake at Latur, Plague at Surat, landslide in UP Hills, Super cyclone in Orrisa and earthquake in Gujarat. Recent spate in Sutlej river in Himachal Pradesh due to release of water from Parichha River in Tibet has caused extensive damage to the infrastructure and properties in Himachal Pradesh.
- (b) Andhra Pradesh, particularly the coastal districts have been consistently experiencing severe cyclones, storms, heavy rains/flash floods. 3792 persons were killed and property worth Rs. 18,000 crores has been damaged on account of natural disasters in Andhra Pradesh during the period 1990-2005.
3. Disaster is a high impact phenomenon, which has potential to wipe out years of development either in a matter of few minutes or hours or over an extended period of time. Disaster is being increasingly recognized to be major development issue in our country.
4. Although, all natural disasters cannot be prevented fully, their impact can be reduced with proper disaster management strategies and planning. Managing disaster consequences and linking the lessons learnt from that to the mitigation and preparedness planning, therefore, becomes crucial.
5. (a) The Government of India has constituted a National Disaster Management Authority under the Chairmanship of Hon'ble Prime Minister and taken several steps to provide the requisite institutional and coordination mechanism. A National Disaster Response Force (NDRF) has been constituted earmarking 8 Battalions of Central Para Military Forces which will be trained and equipped to function as specialised disaster response teams.
- (b) Government of India has accorded sanction of Rs. 15 crores to upgrade the National Civil Defence College, Nagpur to convert it into an "Institution of Excellence". Sanction has also been accorded for an amount of Rs. 103.95 crores to equip the National Fire Service College, Nagpur for imparting training to effectively manage future disasters. Realizing that Civil Defence set up and Fire Services of the country are critical components of Disaster Management, the Central Government is actively considering proposals amounting to Rs. 327 crores for revamping of Civil Defence in the country. There is another project earmarking expenditure amounting to about Rs. 2000 crores for improvement and up gradation of Fire Services in various States of the country.
6. (a) Disaster management has been accorded a very high priority by Government of Andhra Pradesh. The Government has constituted a State level committee under the chairmanship of Chief Secretary for monitoring the implementation of contingency plans for tackling Cyclones and Earthquakes and District level committees under the Chairmanship of District Collectors to ensure implementation of contingency plans relating to Cyclones and Earthquakes at the District level.
- (b) Dr. MCR HRD Institute, Hyderabad and AM AP Academy of Rural Development, Hyderabad have been entrusted the responsibility of conducting Disaster Management Courses for various Government agencies discharging disaster management responsibilities. Government of Andhra Pradesh is examining proposal to modernize and upgrade the AP Fire Service State Training School and equip it to train Fire Service, Civil Defence Volunteer and Home Guards who act as First Responders in all disaster situations.
7. Our country has also experienced major manmade disasters including the Industrial disaster in Bhopal and disasters on account of Fire in Upahaar Cinema in New Delhi, Fire in a marriage functional hall at Srirangam and a School fire in Kumbhakonam both in Tamil Nadu and the recent ONGC Fire in Bombay High.

8. (a) Andhra Pradesh has also had its share of manmade disasters mainly on account of accidental outbreak of fire. During the past decade, 1382 persons have been killed and property worth 963 crores has been lost in 1.62 lakh fire accidents in Andhra Pradesh.
(b) Government of Andhra Pradesh is concerned about the heavy loss of lives and properties in fire accidents. Government has instructed the District Collectors and Municipal Commissioners to take necessary preventive measures particularly in cinema theaters, High Rise Buildings and Large concentrations of thatched dwellings.
9. Government has initiated required remedial action on non-compliance of statutory provisions of fire safety law and besides fixing accountability on concerned authorities to ensure implementation of fire safety law/regulations, steps have also been taken to create required awareness amongst the owners/occupiers of High Rise Buildings to provide mandatory fire safety measures.
10. (a) Government of Andhra Pradesh has evolved a basic plan for Citizen-friendly Governance in A.P. for ensuring Transparency and accountability in the system and increase Public confidence in the administration. Government has also issued instructions to the Fire Department to issue fire NOC through e-Seva, an e-governance initiative of AP Government.
(b) I am happy that the AP Fire Services has operationalised the basic plan for citizen-friendly governance and evolved a mechanism, for on-line receipt and processing of applications and inspection reports which will reduce the time frame for issue of Fire No Objection Certificates to 15 days as against 3 to 6 months at present.
11. (a) The role of the Fire Service in India includes extinguishing fires and protecting life and property in the case of fires. This role has changed dramatically over the last few years because of both external and organizational forces. The Fire Service now responds to hazardous material incidents, advanced emergency medical situations, high angle rescue and confined space rescue incidents, trench and collapse operations, underwater rescue and more.
(b) In recent years, the requirements for fire safety cover have increased manifold, whereas the development of Fire Service has not made much headway. The fast pace of industrialization with the extensive use of hazardous materials and the increased construction of larger and taller buildings have multiplied the problems of fire fighting. The fire hazards are no longer confined to big cities and manufacturing centers.
(c) Therefore, if the objective of ensuring safety of life and property in both urban and rural areas is to be realised, then a complete over-hauling of the Fire Service organisation is called for. The Fire Service need to be provided with adequate infrastructure and equipment for meeting the challenges posed by the advancement of technology and economic growth.
(d) Also, in the immediate aftermath of any disaster, coordinated search and rescue efforts are critical for saving lives and property. The mobilization and deployment of trained personnel for search and rescue operations immediately is critical for the survival of disaster-affected victims. For this purpose, it is imperative that the districts and State level Fire Services are empowered for carrying out search and rescue operations immediately after a disaster. The enhancement of the search and rescue capabilities of the firemen for quick response will save many lives.
(e) I would therefore like to urge the Standing Fire Advisory Council to undertake indepth deliberations and come up with concrete suggestions on measures required to develop Fire Services as Multi-hazard disaster response units.

SPEECH OF THE HON'BLE HOME MINISTER OF A.P.

Hon'ble Chief Minister, Dr. Y.S. Rajasekhara Reddy Garu, Hon'ble MLA Mohd. Moazam Khan Garu, Chief Secretary Dr. Mohan Kanda Garu, Director General Civil Defence Sri Vijay Shanker Garu, DGP Sri Swaranjit Sen Garu, Special Chief Secretary, GAD Sri A. Raghotham Rao Garu, Principal Secretary Home Department Sri A.K. Shrivastava Garu, Delegates, Senior Officers and Members of the Press.

I am happy to be present here to preside over the inaugural function of the 31st Meeting of Standing Fire Advisory Council. On behalf of the Government of Andhra Pradesh, I extend a warm welcome to all.

- 2) I understand that the SFAC would be deliberating on complex issues and major challenges confronting the Fire Services in the country in a comprehensive manner with a view to finding ways and means for improving and standardising the response of Fire Services throughout the country.
- 3) Government of Andhra Pradesh accords a very high priority to the Fire Services and has taken several measures to improve its operational efficiency. Following re-organisation of the Department, sanction of 13 posts of Divisional Fire Officers, according gazetted status to the post of Assistant Divisional Fire Officer, each district now has a District Fire Officer and Assistant District Fire Officer. Government has also issued orders for filling up 31% of existing vacancies and Home Guards have been made available against remaining vacancies. Required relaxations have also been accorded to enable sanction of stagnation increments to the Driver Operators and Firemen which has considerably boosted their motivational levels and morale. During the financial year 2004-05, additional budget of Rs. 189 lakhs has been sanctioned for procurement of fire fighting and rescue equipment. Andhra Pradesh Government has sanctioned an amount of Rs. 500 lakhs for setting up the AP Fire Services State Training School.
- 4) Andhra Pradesh has 251 fire stations. 25 new Fire Stations already sanctioned are likely to be opened shortly.
- 5) Government of Andhra Pradesh has taken a policy decision to sanction additional fire stations, in a phased manner in each of the 68 Assembly Constituencies which do not have even a single fire station, besides upgrading the existing fire stations in Hyderabad City, Vijayawada, Visakhapatnam and Tirupati.
- 6) Since Government of India has proposed a project involving an expenditure of Rs. 2000 crores for upgradation of fire services in various States, I would like to request the Ministry of Home Affairs, Government of India to allocate required funds in this project for upgradation- modernisation and expansion of AP Fire Services and recognize Andhra Pradesh Fire Service State Training School as a Regional Training Centre so that it becomes a Nodal Training Institute for training of Fire Service personnel, Home Guards, and Civil Defence Volunteers in disaster management.
- 7) During the past 3 years, fire accidents in AP have exhibited an increasing trend. Government has viewed with concern the rise in incidence of fire accidents and issued instructions to all District Collectors and Municipal Commissioners to ensure joint inspections by Fire, electrical, revenue and municipal authorities of all high hazard occupancies. Sustained fire prevention-measures and awareness campaign undertaken by the AP Fire Services has arrested the increasing trend in incidence of fire accidents. During the year 2004-05, there has been a 10% decrease in fire incidence and 13% decrease in loss of lives in fire accidents as compared to the year 2003-04.
- 8) The Fire Service Department has also streamlined and simplified the process of issue of Fire Clearance of High Rise Buildings through e-seva, as a part of e-governance initiative of Government of Andhra Pradesh, which I am sure will facilitate better compliance of fire safety law/regulations.
- 9)
 - (a) Fire safety measures prescribed in the National Building Code of India have been incorporated in the fire safety law/regulations being enforced in Andhra Pradesh.
 - (b) The Government has received representations seeking formulation of fire safety norms for information Technology Companies and Information Technology Enabled Service Companies keeping in view their specialised nature of functioning.
 - (c) Representations have also been received from Builders of High Rise Shopping Malls and

Multiplexes to prescribe specialised fire fighting and rescue appliances to overcome the shortcomings on account of non-availability of mandatory open space.

10. I request the 31st SFAC to deliberate and give concrete suggestions regarding fire safety norms for Information Technology Companies and Information Technology Enabled Service Companies and Multiplexes and Installation of specialised fire fighting and rescue appliances to overcome the shortcoming on account of non-availability of mandatory open space.

I further request the delegates to share their valuable experience and expertise and suggest (a) utilization of modern fire fighting equipments (b) innovation in fire fighting techniques in specialised high hazardous occupancies to render effective services and to ensure better fire safety for the citizens.

11. I hope that all delegates are comfortable with the facilities made available by us and wish that the two day deliberations during the conference on current challenges confronting the fire services in the country would be fruitful and immensely helpful in formulating new strategies.

JAI HIND

Address by DG, NDRF & CD

Inaugural Session

It is indeed a matter of great honour for the Fire Service fraternity that we have Hon'ble Chief Minister and Hon'ble Home Minister of Andhra Pradesh amongst us at the inauguration of 31st Standing Fire Advisory Council Meeting. I, on behalf of Union Minister of Home Affairs, members of SFAC and on my own behalf welcome Hon'ble Chief Minister Dr. Y.S. Rajasekhara Reddy and Hon'ble Home Minister Sri K. Jana Reddy for sparing their valuable time. Your presence also indicates the importance that the Fire Service. I extend warm welcome to Chief Secretary, DG Police and Principal Secretary (Home) Andhra Pradesh. I also welcome the distinguished guests, members of SFAC and members of the Media.

Fire Service is organized in the States and UTs under the State Acts. It is included in Schedule XII to be read with Article 243 of the Indian Constitution specifying provision of fire service to be the municipal function. In other words, if there is no Municipality, there cannot be a fire service in the general area as fire service exists only in urban areas. Fire hazards in urban and rural areas are assuming serious proportions with allround incremental development in the country. This calls for an urgent attention for availability of appropriately empowered, trained and equipped fire service keeping in consideration the terrain, topography and available resources of our country.

Ministry of Home Affairs renders technical advice to States/ UTs and Central Ministries on Fire Protection, Fire Prevention and Fire Legislation through Directorate General Civil Defence and Standing Fire Advisory Council (SFAC). Fire Service aims at saving life and property in case fire and fire related accidents and other emergencies. But in our country, in the absence of any organized mechanism for intervention on non-fire emergencies like rescuing trapped persons from collapsed buildings or victims of gas and industrial disasters, drowning cases, Fire Services are quite often pressed into to tackle many such non-specific emergencies. In fact in our country, Fire Services have been acting as Multi-Hazard Response Services without adequate training, equipment and also, without any legal basis.

The Fire Service need to be provided with adequate infrastructure and equipment for meeting the challenges posed by the advancement of technology and economic growth. Also, in the immediate aftermath of any disaster, coordinated search and rescue efforts are critical for saving lives and property. The mobilization and deployment of trained personnel for search and rescue operations immediately is critical for the survival of disaster-affected victims. For this purpose, it is imperative that the district and State level Fire Services are empowered for carrying out search and rescue operations immediately after a disaster. The enhancement of the search and rescue capabilities of the firemen for quick response will save many a lives. This can be achieved by developing the Fire Services as multi-hazard disaster response units.

State of Fire Services in our country is very poor. As against 70,868 fire stations as per Standing Fire Advisory Council norms, there are 1745 Fire Stations operating throughout the country under various municipalities and State Governments with 5149 fire appliances and vehicles manned by total 50,713 fire professionals. Besides, there are 278 Fire Stations operating in industrial sectors exclusively for the fire safety of the concerned industries, with a fleet of 1053 appliances and vehicles of various specifications manned by 13,335 fire personnel. There is a shortage of 97.54% fire stations, 96.28% fireman and 80.04 % fire fighting and rescue vehicles for the fire fighting and rescue purposes without calculating the deficiencies for role of fire services in the Disaster Management in Search & Rescue capabilities. Even the Urban fire services suffer deficiencies of 72.75% in fire stations, 78.79% in man power and 22.43% in fire fighting and rescue vehicles.

After Disaster Management was transferred to the Ministry of Home Affairs, a review of the capabilities required to be put into place as well as the areas requiring intervention was undertaken. Base on this review a road map for future action plan for comprehensive vulnerability reduction was drawn up. One of the key areas identified in the road map drawn up by the MHA is enhancement of capabilities of the States to respond to disaster situations. Strengthening of the capabilities of the Districts and States in evacuation, search and rescue is identified as a priority area. It is envisaged that adequate strengthening and equipping of the fire and emergency services to carry out search and rescue would go a long way towards accomplishing the above objective. To achieve this objective a Rs.2,000 crores worth project to revamp Fire Service through out the country is under active consideration of the Central Government.

World over the fire services are used for search and rescue in all kinds of disasters. However, in India the role of fire services has been mainly limited to responding to fire related disasters. Neither are the fire services in India oriented to aiding civil authorities in disaster situations nor do they have the equipment for these tasks. In India there is a network of fire stations existing down to the sub-divisional level. However, there are some gaps as some sub-divisional Headquarters and District Head Quarters are not covered and it is proposed to fill these gaps and equip and train the personnel of the fire services for carrying out search and rescue in all types of disasters- so that they are converted into multi-hazard response units.

During 31st Meeting the Council will discuss following important issues relating to the fire service in the country :

- (i) National Commission for Fire & Emergency service
- (ii) Inclusion of Fire Service in Concurrent List of the Constitution of India
- (iii) Uniform Fire Service Act & Rules
- (iv) Uniform Building Code & Rules
- (v) Modernisation of Fire Services
- (vi) Other matters relating to fire service administration.

I once again thank you all for sparing valuable time.

Part – IV
PRESENTATIONS

THE AGENDA FOR DEVELOPMENT OF PUBLIC FIRE PROTECTION SERVICES IN INDIA

- I. ENLISTMENT OF THE SUBJECT, FIRE PROTECTION AND CONTROL IN THE CONCURRENT LIST OF THE 7th SCHEDULE TO CONSTITUTION OF INDIA.
- II. SETTING UP OF A NATIONAL COMMISSION FOR FIRE AND EMERGENCY SERVICES IN INDIA

31ST MEETING

**STANDING FIRE ADVISORY COUNCIL
MINISTRY OF HOME AFFAIRS, NEW DELHI**

4TH AND 5TH AUGUST 2005

VENUE SVP, NPA, HYDERABAD

**PRESENTATION BY : Dr. P.K.John, PH.DFI, Fire E. (UK)
DIRECTOR OF FIRE & EMERGENCY SERVICES GOA**

&

PRESIDENT – NATIONAL ASSOCIATION OF FIRE OFFICERS

THE AGENDA FOR DEVELOPMENT OF PUBLIC FIRE PROTECTION SERVICES IN INDIA

BY DR. P.K. JOHN, PH.D.F.I.FIRE E (UK)

1. PREFACE

The fire service in India is more than two centuries old. During the pre-independence period, several fire bridges were established under the control of local bodies in various parts of the country. They were organized around the need to respond to fire incidents aims mainly at saving life and property of all the citizens within the jurisdiction of their responsibilities, more or less on the same pattern of the Country Fire Brigade in the U.K. The Metropolitan city of Mumbai was the first to start Fire Brigade Service in 1803, followed by Calcutta.

During the initial post-independence years, some efforts were made by the Govt. of India to re-organise fire services by convening a meeting of the expert committee in 1950, followed by Fire Chiefs Conference in 1955. In pursuance of their recommendation, the Govt. of India constituted the Standing Fire Advisory Committee in 1956 to examine the technical, organizational and other related problems concerning the Fire Service and makes recommendations to the Government. This is purely an advisory body comprising representatives of recognized fire services, now meeting for the 31st time since its inception. This recommendatory body could not make any substantial impact on the development and growth of fire services in the country, since many of the important and far reaching recommendations made in 1955 are yet to be implemented. Hence, it is to be admitted that after 58 years of independence, fire service in India has only stunted growth and lopsided development and largely remains heterogeneous in character, as there is no uniformity in administration and organisation in Fire Service.

CONSTITUTIONAL POSITION IN RESPECT OF FIRE PROTECTION AND CONTROL

The backwardness of fire service is largely due to its peculiar and not so well defined constitutional position for governance. In order to facilitate proper administration on various aspects, subjects have been distributed between the Union Government and the State Government for legislative purpose for making laws under articles 246, which is reflected in the 7th schedule of the constitution viz. (1) Union List-97 (2) State List -66 and (3) Concurrent list -47, but the subject fire protection does not figure in any of the 7th schedule to the Constitution of India. The problems created by or relating to fire are generally delegated to State Government responsibilities. By virtue of 74th amendment, the word Fire Services has been reflected in the Schedule 12 to be read with article 243 W specifying it to be a municipal function. There are major States viz. Maharashtra, Gujarat, Rajasthan, Madhya Pradesh, Punjab and Haryana, where Fire Services are controlled by the local bodies. Poverty ridden Municipalities cannot establish, leave alone maintain and develop fire service as a service delivery organisation. In fact it turns out to be self defeating provision in the constitution for developing fire service. As a result 70% of the population who live in villages do not have fire protection services.

Further it is also seen that the control and protection of life and property is treated as part of maintenance of public order, which is a State duty. With the existing heterogeneous set up of Fire Service, it has not been possible to introduce legislation both at Central and State level for uniformity in organisation, administration and effective implementation of fire protection and safety measure, not has it been possible to integrated fire safety requirements in developmental efforts at the national level.

RENAMING THE FIRE SERVICE AS FIRE & EMERGENCY SERVICE

- 1.5 The society and the requirements, it place on Fire Service have changed enormously, but the Fire Service as an institution has not changed in turn since it is organised around the need only to respond to fire incidents which makes up no more than 25% of its total activities and so it is not now, and will not in future be, the dominant activity,. Fire Service therefore, requires a major reform in terms of its functions, legislative packing and management and it needs to be planned carefully and continuously reviewed. A radical programme of reform is required to change the existing fire service into a modern service delivery institution, designed to improve all germane aspects of community safety more focused on prevention rather than intervention. It is imperative to bring about a paradigm shift in the approach and role of Fire

Service for a wider role and re-christen it as Fire and Emergency Services. Hence, there is a need to review the constitutional position in respect of fire protection and control services so as to include the subject Fire Protection Service in list 3 Concurrent list for the following reasons :-

ENLISTMENT OF THE SUBJECT, FIRE PROTECTION AND CONTROL IN THE CONCURRENT LIST OF THE 7TH SCHEDULE OF THE CONSTITUTION.

- 2.1 As per the 74th amendment to the Constitution of India, any corporation and municipalities are empowered to set up Fire Services whereas 70% of the of India's population resides in villages, but no such provision is made in Xith Schedule of the Constitution of India dealing with Panchayats. Fire Protection is a basic human need, which should not be relegated to municipalities as the poor villagers have to pay exorbitant charges for use of Fire Services for protection of their life and property during exigencies and at times they pay this sum by obtaining loans. On the other hand their counter parts in municipal areas do not pay anything for the use of Fire Service. Depriving villagers from this critical facility is against the letter and spirits of the Constitution of India, which speaks of equality and social justice.
- 2.2 As per the directive principles of State policy, it shall be the endeavor of the State to protect and improve the environment and safeguard the forest and wild life of the country – Article 48A & 49 speak for protection of monuments and places and objects of national importance. Planning for adequate fire protection arrangements need to be made therefore a part of the overall Civil Defence plan for which center is the guiding and coordinating authority. The expenditure towards these efforts should be shared between the Central and State Governments on equal basis. Besides it will facilitate organised efforts at National and State level for making and public aware of the nature of fire hazards and need for observing basic fire prevention measures during peace and war time alike. Enlisting fire service in the concurrent list therefore makes eminent sense.
- 2.3 As it is, the Centre has a direct responsibility in the matter of training Fire Service personnel in as much, as Union agencies and Institutions, for professional, vocational or technical training including the training of Police Officers are placed under item 65 of the list 1 in Union List. Hence, it makes sense to include professional service like Fire Service as a whole in the Concurrent list.
- 2.4 There are major services in the central Government Ministries/departments and therefore it is appropriate that the subject of fire is brought under the Concurrent List. As there is an urgent need for legislation both at Central and State level to ensure uniformity in administration and effective implementation of fire safety measures in various sectors.
- 2.5 Since protection of life and property from ravages of fire is a national responsibility which is vital for consolidation of gains accrued from the national development plan, a more rational approach to the problem will be to have this responsibility shared by the Central as well as State Government.
- 2.6 Fire prevention/safety is a responsibility of any civilized society. Subjects like social security and social insurance, employment and unemployment included at item 23 and whereas education including technical education, vocational and technical training of labour is reflected in the Concurrent list item 25, while the subject of far greater national significance life protection of life and property from the threat of fire has been left out.
- 2.7 The constitutional ambiguity of the subject Fire Protection and Control is a serious lapse for a developing country like India for progressive industrialization. Fire and explosion are the major threat for any industrial disasters, which needs comprehensive study and risk evaluation which is technical and professional in nature. There are public sector undertakings with the partnership of Central Government as well as State Government. As Fire does not discriminate Central and State PSUs for safety precautions, it is advisable that the subject is brought under the Concurrent list for enforcement and legislative purpose.
- 2.8 Fire service had a major Budget head earlier viz. 260 Fire Protection and Control, however, the same has been clubbed up with other administrative services. As a result, discussion in the legislative Assembly about the subject Fire Protection & Control is often by passed during Budget sessions of the Assembly, unless there are serious mishaps on the day of Budget discussion. Fire Services do not get

adequate attention for improvement and development.

- 2.9 Fire Service is deemed as a State subject under maintenance of Public Orders; which do not provide legitimate ground for proper development since Fire Service to the community are placed under the control of local bodies under section 243W. A service delivery organisation like Fire & Emergency Service ought to have been organised to take on the responsibilities as a dependable State emergency response force for all types of fire and non-fire emergencies including response for Arson Terrorism and disaster management. In the larger context of urbanization and industrialization, inclusion of Fire Protection and Control in the concurrent list makes greater sense.
- 2.10 Disasters and Fires do not have any geographical barriers. Therefore, it would be appropriate if it is included in the Concurrent List for the safety, security and welfare of the people in the country, particularly in view of the recommendation of the High Powered Committee on Disaster Management to strengthen and streamline and develop the fire and Emergency Services in the country.

3. **SETTING UP OF A NATIONAL COMMISSION FOR FIRE PROTECTION SERVICES**

The role of Fire Service is not just limited to being a fire fighting service as generally perceived but it also plays the role of a disaster preventive agency especially in urban areas. It can provide basic rescue and search service and can also co-ordinate in event of a disaster situation with other agencies like Police and Health Service and work in conjunction with them. The recommendations of the High Powered Committee of Disaster Management regarding revamping Fire Service are as follows :-

- a) The appointment of a National Fire Service Commission to suggest the reorganization of Fire Services to cope with the challenges posed by the technological advancement during peacetime and war situations.
- b) Formulation of a National Policy on Fire Preparedness in Rural and Urban Areas.
- c) The provision of a comprehensive legislative backup to the Fire Services to enforce fire regulations.
- d) The risk mapping of cities and industrial towns and the norms for fire protection levels in such areas.
- e) Review of training standards and equipment requirements.
- f) Planning of Fire Safety programme for the public.
- g) Planning of fire prevention and protection in slums and shanty towns.
- h) To review provisions of the model Fire Service Bill.

We have National Commission for almost all special case groups. Hence, it is very important set up a Commission in line with the National Police Commission as its Prime function should be to review, assess and monitor on a continuing basis, the role and performance of fire service in view of the new role assigned to fire service in the context of Disaster Management as first respondent for all hazard response purpose. The Commission should be set up and entrusted with the following terms and references.

- 3.1 To examine in depth the organizational set up, their role and functions and recommend ways and means to re-structure them with a view to achieve maximum possible uniformity and efficiency.
- 3.2 To examine the pay structure, condition of service, personal matters, medical standards, career path, which have bearing in maximum efficiency. They should have access to cadre service and be able to develop their full potential.
- 3.3 Managing Fires is more technical than perceived. In order to examine the adequacy of training methods and recommend measures for improvement and the reward structure based around integrated professional development schemes with career path for new entrants and
- 3.4 To examine the existing legal provisions if any on fire service matters and recommend additional legislation at Central and State level for better administration of the service equipping them suitably to develop as a dependable civil emergency force of the State for all types of natural and man made disasters.

- 3.5 To examine present state of preparedness of Fire Service in the country and recommend measures for modernisation with a view to enable the fire service to meet new challenges of technological advances.
- 3.6 To examine the existing safeguard if any against health and accident hazards faced by the members of the profession and recommend improvement.
- 3.7 To recommend suitable steps to intensify the fire safety awareness programme among masses and to develop the force as a disaster preventive agency in urban areas.
- 3.8 To recommend measures for subjecting fire service for periodical inspection by competent professional authorities to ensure standard of efficiency at par with Medical Council of India.
- 3.9 To examine adequacy of fire fighting equipments provided as per the Standing Fire Advisory Council norms in view of the added responsibilities for urban search and rescue services.
- 3.10 To examine the progress made in the field of Research and Development and to intensify the efforts to cope with the requirements of the protection service to keep in pace with the technological progress..
- 3.11 To examine the feasibility for providing grant-in-aid for development of Fire Service from the Insurance amount collected by the respective States in line with the recommendation made by the Sarkaria Commission for Railway passenger fare.
- 3.12 To examine problems of financing the services for modernisation and suggest schemes for locating adequate resources for improvement of fire service and maintain them in high standard of efficiency.

In view of the foregoing, we should have Fire Service Commission to look into the problems besetting the development of fire services so that whole host of problems that are being faced by the Fire Services in the country, to whom we owe a great deal, are solved. The future fire service will have clear and accountable lines of direction and management.

MODERNISATION OF FIRE AND RESCUE SERVICES

S.K. Dogra, IPS, Director, Tamil Nadu Fire and Rescue Services

If we were to select one word which most frequently figures during the discussions in our fire and rescue services, we would, without any doubt, come up with the word "modernisation". No conference, no review meeting, no discussion --- not even a telephonic conversation between two officers --- seems to be complete without a mention of the need for modernisation of our fire and rescue services. When I began to prepare for this presentation, therefore, I started with an introspective analysis of what goes on in our minds when we talk of modernisation. I realised that in our minds there is an entrenched antithesis between what is modern and innovative on the one hand and what is ancient, traditional, and follows the beaten track on the other. Our concept of modernisation also derives from the belief that over the centuries there has been and is still continuing to be a gradual, progressive evolution which results in the emergence of better and better equipment, methods of operation, techniques of training and systems of communication which can be used for improving our effectiveness and efficiency. In other words, the concept of modernisation derives from the deeply entrenched notion that "THE LATEST IS THE BEST".

When we look back at the history of modernisation in our fire and rescue services, or, for that matter, in any fire and rescue service in the world, we find that three approaches to the task of modernisation can be identified:

- 1) Reactive Approach
- 2) Comparative Approach, and
- 3) Proactive Approach.

The reactive approach to modernisation is the result of the society's reaction to one or more incidents. Thus, a fire in Uphar Theatre leads to a re-look at the safety rules and laws; a fire in a school in Kumbakonam leads to fire-certification system in schools in Tamil Nadu and elsewhere; a devastating earthquake in Gujarat results in India's first ever Disaster-management Act; and we are all familiar with the steps taken in the USA in the wake of 9/11. In our country with its limited resources where various demands are tied up in a cut-throat competition, it has most often been the reactive approach to modernisation that has been most prevalent and has often succeeded best.

The comparative approach to modernisation comes into play when we get an opportunity to interact with another fire-service. Bomb blasts occur in the London Underground. Our television screens show well-trained London fire personnel moving around in well-equipped vehicles. We ask ourselves, "Why can't I build my brigade into a similar type?" An officer visits Singapore Civil Defence Academy and returns with the wish that he should transform his own state training centre into a similarly well-equipped training academy. The sense of comparison under such circumstances becomes the motivating force for modernisation.

The Proactive approach to modernisation is based on anticipation of situations and advance planning. Such an approach signifies the ideal set-up which does not wait for tragedies to occur before it springs into action. As leaders in our own respective states we need to play a role in building up a culture of such proactive modernisation.

I started by saying that modernisation is the implementation of the latest --- latest techniques, latest technology, latest communication systems and so on. But what are the objectives to be achieved through modernisation?

Any organisation aims for the attainment of certain basic goals and so does a fire and rescue service. These goals are:

- ✧ Effectiveness
- ✧ Efficiency
- ✧ Ability to handle major crises, and
- ✧ To achieve all this at minimal costs.

Effectiveness is the capability of an organisation to satisfy the social need for which it was created. The effectiveness of a fire service lies in its capability to extinguish different types of fires. The effectiveness of its rescue wing lies in its capability to rescue persons trapped in hazardous situations.

Efficiency connotes speed, promptness and propriety of methods. An efficient service carries out its tasks in a neat and immaculate rather than shabby and unprofessional manner.

A force must not only be effective and efficient during normal times, but should also be capable of handling sudden and big crises, such as a Tsunami or an earthquake or a cyclone or multiple blasts.

To complete the picture, we must say that all these objectives must be achieved at minimum material and human costs to the society. The material cost is incurred in the procurement and maintenance of equipment. Human cost is due to recruitment, maintenance of personnel and the loss of life and limb due to accidents.

These objectives have been beautifully summed up by Mr. Bill Manning, Editor of Fire Engineering, in these words:

"The ultimate objective of the fire-chief is to deliver the highest level of emergency response with the greatest margin of safety for firefighters in the most fiscally responsible way."

Let us go back to these objectives and see how these objectives are achieved through modernization.

Effectiveness of a fire and rescue service can be enhanced by procurement of latest and state of the art equipment. Such equipment must cover all the requirements, including the requirement for vehicles, pumps, Personal Protection Equipment, and rescue tools etc. While planning for the equipment we must identify the special needs of an area and its conditions. The equipment which may be very useful in an urban situation may not be equally relevant for a rural situation. Then, there may be special installations in the area covered by us such as a nuclear plant or a chemical factory which may require special arrangements. Such specific needs must get adequate focus in our modernization planning. There may also be strategic issues requiring attention. An area may be prone to cyclones, another to earthquakes and still another to floods due to rains. Preparing the fire and rescue services for these tasks would require proper planning of equipment and training. Another area of strategic importance is the possibility of terrorist attacks. Serial bomb blasts, bio-terrorism and chemical terrorism are threats that loom large and any modernization strategy would be incomplete if it does not provide for these requirements.

Efficiency can be enhanced in many ways by the use of modern equipment. One important area is communication. Ideally, we must procure communication sets that provide hands-free operation. Monitoring systems such as GPS, video cameras for remote-viewing and facilities for teleconferencing can vastly increase efficiency. Computer networks can be utilized for collection of statistics, analyses of situations and predictions and projections. Standard Operating Procedures, mock-drills and coordination exercises with other sister agencies such as police and revenue department help to smoothen the functioning together of these agencies at times of crises. Manuals which clearly define the role of each agency go a long way in improving coordinated functioning in a multi-disciplinary context.

As mentioned earlier, it should be our endeavour while modernizing the fire and rescue services to use maximum economy. We must keep it in mind that in a third world country like ours, whatever resources are spared for us have to be withdrawn from some other equally important need of the society. Economy can be achieved by standardizing the procurement procedures, and by proper maintenance of equipment. In my own experience, I have found these two areas to be very tricky. Equally important is the need for proper planning to assess the type and quantity of equipment required by the Department. One has to encounter many pitfalls while undertaking this exercise. It is often difficult to draw the balance between those items which may be required almost daily and those which may not be needed frequently but may become very crucial when the need for them arises. Take a hazmat vehicle for instance. The cost of a hazmat vehicle is equal to the cost of nearly 40 water tenders or 50 water lorries. While the addition of 40 water tenders or 50 water lorries would make a sea-change to the fire-fighting capability of a fire-brigade, a hazmat vehicle may mostly lie idle. Yet, at the time of a poisonous gas-leak, such a vehicle may help to save hundreds of lives. Other questions of choices between different options often confront the Fire Chief. Should one go in for a smaller number of high-pressure but costlier pumps or a larger number of low-pressure but cheaper pumps? Would it be more economical to purchase very high pressure monitors which could be used to direct a jet of water straight to a

height rather than skylifts? What would be an ideal combination of the two? Perhaps conferences and meetings like this should in the weeks and months to come become a forum for sharing experience on such issues.

Having given an overview of the modernization framework, I now wish to dwell on some specific issues related to modernization.

While it is good to focus on technology and state-of-the-art equipment, there are many other less tangible aspects of modernization which are of equal consequence. One of these is the organizational culture. The interpersonal relations and the manner of communication within an organization make a significant difference to the results achieved by it. A modern organization must be a learning organization where each member constantly tries to improve and grow. I wish to reproduce a few words from the book *The Fifth Discipline*, where the writer says:

"Because learning is integral to planning and because planning is inescapable to management, you cannot escape learning....It is not a marginal activity to be engaged when one has spare time or a concern of a handful of "experts".

A modern learning organization works with a shared vision. All the members of the organisation work for and towards goals which are common to them and to the organization. A shared vision brings commitment. Attainment of such a vision gives a sense of satisfaction and draws the individual emotionally closer to the organization. Any attempt at modernization must, therefore, give adequate emphasis to a shared vision.

The organization should work towards the building up of a shared knowledge base which is available to all and to which all make a contribution. Computers and networking make such a knowledge base possible. In Tamil Nadu we are now trying to build such a knowledge base which would be available to the officers working within Chennai City. In course of time we will try to extend it to the whole state.

Another aspect of the learning process is the building up of a system of reviews in which everyone makes an honest and constructive self-assessment. Introducing such practices pose initial difficulties. We may have a fear that our subordinates will take advantage of us. It takes time, effort and courage to break a system that has fossilized over years and years of practice. But in my opinion it is well worth the effort to try such innovative methods. In a sense the effort taken by the DGCD to organize experience and ideas sharing sessions of the type that we are having today has gone a long way in promoting a shared vision at the national level. The DGCD could perhaps consider making the website an active forum of online sharing of experiences and knowledge. Conferences and meetings of this type could then be the culmination of such online and continual experience and knowledge sharing.

Training is another major area requiring emphasis in modernization. Training is the root and the spring of change. A properly managed and suitably energized training centre can play a crucial role in changing the organizational culture of a fire and rescue service. Fortunately, Ministry of Home Affairs has initiated the modernization of the training centres at the national level. In Tamil Nadu we propose to start a Disaster Management School as a part of the upgradation of the present training centre into an autonomous Academy. The idea has been accepted in principle and the proposal sent by me is pending for the approval of the Government. In the days to come perhaps the four states of Tamil Nadu, Kerala, Karnataka and Andhra Pradesh could each develop one area of specialization so that duplication of similar facilities could be avoided. Similar regionalization could perhaps be attempted for other areas.

Cultivation of a culture of ideas, thinking and discussion are another area of prime significance. In Tamil Nadu I have successfully tried meditation as a technique for developing the culture of thinking. Frequent thinking-sessions and discussions have resulted in a total transformation in the outlook of our officers. Of course, not everyone has responded with the same zeal. But, then, there is an overall leavening of the system with a few individuals responding with dramatic results. The results that have begun to emerge will encourage others in the days to come. One Veeramani, an Assistant Divisional Officer from Tamil Nadu was awarded the Godiva award for this year by the Institution of Fire Engineers, and one Namasivayam has been regularly contributing high-standard articles to the *Construction Journal of India*.

One important aspect of modernization is the identification of problems and finding innovative and effective solutions to these problems. During the Tsunami that struck the coast of Tamil Nadu on 26th of December 2004, our men and officers had to work under highly stressful conditions. They had to carry the heavy burden of hundreds of dead bodies which either lay buried under silt brought by the sea, or were

entangled in bushes or simply lay unnoticed within huts.

The extremely stressful task performed by the personnel of TNFRS posed serious problems of coping. We decided to study the problem and took the assistance of a group of psychiatrists. These psychiatrists conducted tests on our men and the results of these tests were discussed by us. The findings were significant from several points of view. It was found that a sizeable number of our personnel had developed varying degrees of disorders, with at least one developing PTSD. Another significant finding was that compassion satisfaction was higher among the personnel who had spent more time in the Department. Also persons with longer service showed less compassion fatigue. Another encouraging result obtained from the study was that more than 50% of the personnel used problem solving as a coping strategy, while only a small percentage had a tendency to use the escape-avoidance strategy. Although the sample used for the study was small, yet the results were significant indicators. In my opinion, taking up such studies should become a very important part of our modernization strategy.

To conclude, I have briefly touched upon some of the major issues in the modernization of fire services. Perhaps the issues need to be debated and more clearly defined in the days and months to come so that we could all learn from one another and move on the path to modernization. The challenges of today are much bigger than the challenges of yesterday, and the challenges of tomorrow are going to be bigger still. These challenges call upon us to give our best. I wish to reproduce a line from the foreword to the Fire-Chief's Handbook, which says:

A Fire-chief in today's world is expected to be

"a ubiquitous leader, creative accountant, social thinker, personnel relations specialist, chief safety officer, lawyer-in-training, public speaker, and computer hack, among many others (not to mention incident commander!)"

Also, modernization will have to be a continuous practice. Things are changing fast and what is new today will be old tomorrow. Today's tomorrow will be day-after-tomorrow's yesterday.

APPENDIX "31-D"

32ND MEETING OF THE STANDING FIRE ADVISORY COUNCIL

ON 5TH AND 6TH AUGUST 2009

**OTERRA, NO. 43, ELECTRONICS CITY PHASE -1, HOSUR ROAD,
BANGALORE**

MINTUES

**GOVERNMENT OF INDIA
MINISTRY OF HOME AFFAIRS
DIRECTORATE GENERAL CIVIL DEFENCE
NEW DELHI**

**MINUTES OF THE 32ND MEETING OF STANDING FIRE ADVISORY COUNCIL
HELD AT OTERRA, NO. 43, ELECTRONICS CITY PHASE -1, HOSUR ROAD,
BANGALORE ON 5TH AND 6TH AUGUST 2009**

Chairman : Sh. R. K. Bhatia, IPS, DG National Disaster Response Force and Civil Defence, Ministry of Home Affairs, New Delhi.

Member Secretary : Sh. Om Prakash, Fire Adviser, Directorate General Civil Defence, Ministry of Home Affairs.

Member/Delegates : List of members/delegates to 32nd meeting of SFAC is to Annexure - 1

Proceeding of the meeting

ITEMS ON THE AGENDA AND THE DECISIONS TAKEN ARE MENTIONED BELOW:

Sl. No.	AGENDA POINTS	REMARKS
	POLICY /LEGAL ISSUES	
1	UTILIZATION OF POLICE MODERNIZATION FUNDS FOR UP-GRADATION OF FIRE SERVICES ON PAR WITH HOME GUARDS. <u>Andhra Pradesh</u> There has been considerable decrease in the funds allocated to the Fire Services by the Central & State Government. It is therefore, suggested that Government of India should consider allocation of Police Modernization funds for upgradation / modernization of fire services at par with Home Guards as First Responders.	Chairman informed the Council that In the past GIC had allocated Rs. 405 crores. Xth & XIth Finance Commissions have allocated Rs. 80 & Rs. 201 crores respectively. Planning Commission has allocated Rs. 200 crores for the plan period 2007-2012. Fire and Emergency Services need more funds for the modernization. The Ministry will approach to the XIII th Finance Commission for the same. Chairman also suggested to the State Fire Services that they should also project their demand to the XIII th Finance Commission through their State Governments. DGCD will write to the concerned authority to give 10% of Calamity Relief Fund allotted to the State Governments for the procurement of rescue and evacuation equipments for Fire Service. Action : DGCD, MHA/States
2.	DIRECTIONS TO STATE GOVERNMENTS' LOCAL AUTHORITIES FOR CONDUCTING REGULAR RECRUITMENT OF FIREMAN / DRIVER OPERATOR/STATION FIRE OFFICER TO MAINTAIN MINIMUM RIDING STRENGTH OF FIRE VEHICLES TO IMPROVE THE EFFECTIVENESS OF FIRE SERVICES	Chairman informed the Council that the SFAC has already recommended the minimum manpower fireman/driver required for maintaining fire fighting and rescue vehicles. The Compendium of Instructions of Standing Fire Advisory Council contains all the details. Members may impress upon their State Governments for implementation of the policy guidelines on appointment of fireman/drivers.

Andhra Pradesh

SFAC in its recommendations has fixed the minimum riding strength of fire vehicles for attending the fire and rescue calls. But due to long ban on recruitment and retirement of existing strength many fire services are finding it impossible to maintain the minimum riding strength of fire vehicles and this affecting the performance of Fire Services. As Fire Service is the first responder for all types of fires/disaster, it is desirable that the minimum riding strength is maintained by all the Fire Services for effective operations. Therefore it is requested that necessary recommendation / directions may be issued to all Fire Service Authorities/State Governments to plan and conduct regular recruitment of fire personnel to ensure minimum, riding strength of fire vehicles.

Action : States

3. DECLARATION OF FIRE SERVICE AS ENGINEERING DEPARTMENT

Assam

The Fire Service Department should be declared as Technical Department on the basis of its nature of duties as well as the equipment and appliances used for the purpose to discharge the duties. Moreover, the subject of fire technology consist of Civil, Electrical, Mechanical and Automobile etc. and all these subjects are taught to the fire service personnel at the initial stage after recruitment. Therefore, it is requested to issue necessary guideline to the State Government to take necessary action in this regard.

Chairman informed the members that the Council in its earlier meetings have already decided to declare Fire Service in the country as a Technical Service. Members can convince the State Government for implementing the decision in this regard.

Action : States

4. RECRUITMENT OF B.E. (FIRE) IN THE STATE FIRE SERVICE.

Assam

As the nature of job in the Fire Service Department is technical, engineers like B.E.(Fire) should be recruited in the cadre posts (A.D.O./D.O.) so that in the senior level/posts can be held by them in the Organization just below the rank of the D.G. of Fire Service.

Chairman informed the Council that DGCD (Fire Cell) issued a policy direction that B.E. (Fire) candidates are eligible to be recruited in the State Fire Services in the cadre of ADO/DO.

Action : Nil

5. ADOPTION OF UNIFORM BUILDING CODE, FIRE SERVICE ACT & RULES ALLOVER INDIA. <u>Assam</u> The State Government empowers the Department like Development Authority to issue N.O.C. for construction of all types of buildings including high-rise buildings according to their own Bye-laws and their Bye-laws are incorporated with the National Building Code of India. Therefore it is suggested that the Government of India may issue necessary instruction to all State Govt. to prepare uniform building code as per N.B.C. 2005 in consultation with the State Fire Service for fire safety measures of all buildings and areas to be developed. It is requested to adopt Uniform Fire Service Act & Rules in India for development of Fire Services in India	Chairman informed th e Council that Fire being a State subject, it is primarily for the State Government to enact Fire Service Act, Rules and adopt National Building Code in their State. However, whenever any State Government sends their State Fire Service Act for vetting, DGCD (Fire Cell) insist on incorporating the provisions of fire safety as contained in the National Building Code of India under the relevant clauses proposed in the State Act. If States incorporate the provisions of NBC in their local building bye-laws and State Fire Service Act the standard of fire safety will be enhanced. Action : States
6. FIRE SERVICE OATH <u>Bhilai Steel Plant</u> Fire Services in India are taking Fire Service Oath as per local arrangements in their Departments. In some of the PSU they are taking safety and security oath on the eve of Fire Service day. There is a need for National Fire Service Oath so that all Fire Service personnel can read same oath through out the country.	Members discussed the issue and felt that there is an urgent need to have a standard Fire Service Oath for all over the country. It was decided that Shri Jagmohan Jain, Chief Fire Officer, Bhilai Steel Plant will collect the samples of Oath from the various Fire Services and submit the drafts to the Chairman for approval. Action : Chief Fire Officer" Bhilai Steel Plant/DGCD, MHA
7. PERSONNEL SAFETY Daman & Diu and Dadra & Nagar Haveli, Goa & Bhilai Steel Plant The Personnel safety of the Fireman is a great challenge especially when they are being press into service in the natural and man-made disaster situations. Personal protective equipments with regards to clothing and gumboots need to be updated. Multilayered Fire Fighting Garments conforming to EN 469/2007 (Performance level 2 suitable for Fire Fighters) and fire resistant and chemical resistant gumboots should be recommended in the Appendix D of the Compendium.	Members discussed on the issue and emphasized the need to have standard specification for the Personal protective equipments. After discussion it was decided that a Sub-Committee comprising of Director, Fire & Emergency Services Goa as Chairman, Chief Fire Officer, Bhilai Steel Plant, and a representative each from Mumbai and Delhi Fire Service will review the existing standard and send the draft to the Chairman. Action : Sub-Committe

8. DEPLOYMENT OF HOME GUARDS AS AUXILIARY FIREMAN <u>Daman & Diu and Dadra & Nagar Haveli</u> The attachment of Home Guards to Fire Services as auxiliary fireman would tide over the man power shortage. The Police Departments are already utilizing their services in traffic and general duties. The Home Guards should also be deployed and trained in the fire fighting and rescue operation to manage the increasing work load of Fire & Emergency Services during the emergency as also recommended in 29th Meeting of SFAC.	Chairman informed that decision on the deployment of Home Guards as Auxiliary Fireman has already been taken by the SFAC in the past, it is for the State Governments to implement the same. Action : States
9. NEED TO STATUTORY RECOGNITION TO STANDING FIRE ADVISORY COUNCIL. <u>Goa</u> Act of Parliament may be got passed conferring Statutory status to the Standing Fire Advisory Council. The Ministry of Home Affairs to take steps to convert SFAC into a Statutory/Mandatory body on the same line as other statutory bodies like National Safety Council, National Medical Council, etc.	Chairman informed the Council members that SFAC is only a recommendatory body. Therefore, Central Government cannot impose its recommendations on the State Governments as Fire is a State subject according to the constitution of India. Action : States
10. OBSERVANCE OF WORLD PROTECTION DAY AND INCLUSION OF FIRE PREVENTION AS ONE OF THE FUNCTIONS IN UN CHARTER <u>Goa</u> To review the recommendations made in the 23rd meeting of SFAC and expedite the matter by Government of India through Ministry of External Affairs with the UN body	The point raised by the State Government of Goa was discussed in detail and the Chairman decided that Director, Goa Fire & Emergency Services will prepare a draft in this regard and send the same to DGCD (Fire Cell) for taking necessary action. Action: Director, Fire & Emergency Services, Goa.
11. CALAMITY RELIEF FUND TO THE REVENUE DEPARTMENT OF ALL STATE GOVERNMENTS <u>Karnataka</u> At present, even though the Gal is releasing Calamity Relief Fund to the Revenue Department of all State Governments, it is difficult to obtain these funds from State Government for the Fire & Emergency	Chairman apprised that In the past GIC had allocated Rs. 405 crores. Xth & XIth Finance Commissions have allocated Rs. 80 & Rs. 201 crores respectively. Planning Commission has allocated Rs. 200 crores for the plan period 2007-2012. Fire and Emergency Services need more funds for the modernization. The Ministry will approach to the XIII th Finance Commission for the same. Chairman also suggested to the State Fire Services that they should also project their demand to the

Services to strengthen their Disaster Management capabilities. Hence the GOI should fix certain percentage of the earmarked amount for the above purpose.	XIII th Finance Commission through their State Governments. DGCD will write to the concerned authority to give 10% of Calamity Relief Fund allotted to the State Governments for the procurement of rescue and evacuation equipments for Fire Service. Action : DGCD, MHA/States
12. IMPORTED VEHICLES AND EQUIPMENT ARE TO BE EXEMPTED FROM DUTY <u>Karnataka</u> Imported vehicles and equipment like Hydraulic Platforms, Rescue vehicles, Rescue and life saving equipments are to be exempted from duty and the procedure of procurement may have to be simplified	Chairman informed the Council members that efforts have been made. in the past but the proposal was turned down by Ministry of Finance. The Chairman decided that letters will be sent to the State Governments asking their requirements. Based on the proposals received from the State Governments, DGCD (Fire Cell) will again take up the matter with Ministry of Finance for the exemption of custom duty on import of Fire Service Equipment / appliances. Action : States
13. NAMING AS FIRE EMERGENCY AND DISASTER MITIGATION SERVICE <u>Puducherry</u> It is well known that the Fire Service being first responder to all types of natural and man made disasters including Fire, naming it as Fire, Emergency and Disaster Mitigation Service will be more appropriate to the current situation.	Chairman informed the Council Members that the decision about re-christening of Fire Service as Fire & Emergency Service has already been taken in the SFAC Meeting and the re-christened name seems more relevant for Fire services in the country. Many States have already changed the names as Fire & Emergency Service. Action : States
II ORGANIZATIONAL ISSUES	
1. PROVISION OF RENT-FREE ACCOMMODATION <u>Daman & Diu and Dadra & Nagar Haveli</u> It is very essential that rent free accommodation should be provided for all members of the Service of the Fire Station premises as also discussed at the 23rd Meeting of the Council. However, yet no action has been taken in this matter. As such, once again suggested that the matter may be taken up during the meeting and Directorate General Civil Defence (Fire Cell) is requested to take up matter with concerned Ministries for necessary approval of the same.	Chairman informed the Council members that Fire Service being an Emergency Service, require the fire personnel available in emergency round the clock duty. It becomes necessary for the State Governments to provide rent-free accommodation to the fire personnel. The recommendations on this have already been issued to the State Government in the past. Action : States
2. RECOMMENDATION TO PAY COMMISSION	Chairman informed the members that Fire &

<u>Puducherry & Daman & Diu and Dadra & Nagar Haveli</u> Standing Fire Advisory Council has to give Recommendations to Pay Commission for fixing up of pay scales to Fire Service Officers and Personnel for a uniform national scale, since the 6th CPC has not recommended appropriate and uniform pay scales.	Emergency Service being governed by the State Government Rules and regulations, it is primarily for them to decide the suitable pay structure for Fire Services under their jurisdiction. Action : States
III MODERNIZATION	
1. FIRE STATIONS BE EQUIPPED WITH MODERN FIRE EQUIPMENTS <u>Uttarakhand, Bhilai Steel Plant</u> Fire Stations be equipped with ' modern fire equipments for natural and Industrial disasters. Turntable ladder and Hydraulic platform are required for 100 ft. height.	Chairman appreciated the point raised by the State Govt. of Uttarakhand and Bhilai Steel Plant and informed that for the modernization of Fire Services in the country Rs. 200 crores has been allocated by the Planning Commission. He emphasized that there is an urgent need to upgrade Fire Services in the country by providing them State of the art equipments and appliances. It is primarily for the State Governments to give them modern equipments and appliances to enable them to discharge their duties efficiently and provide them adequate funds. Action: States
2. MODERNISATION OF FIRE & EMERGENCY SERVICES <u>Daman & Diu and Dadra & Nagar Haveli & Karnataka</u> The Fire Services in India required strengthening by providing modern specialized Fire Fighting and rescue equipments to combat emergencies presented by high-rise building, hazardous materials, industries and high population dent cities. A large number of Fire station with adequate fire fighting and rescue operation therefore, need to be located in rural and urban area for giving timely fire cover to the public and property. As such, a central sponsored scheme should be implemented for development and Modernization of Fire & emergency Services in India for filling of the above deficiencies. GOI should allocate grants/financial assistance for the modernization and up-gradation of Fire & Emergency Services in the country. The release of grant should be on the basis of the performance and development of each Fire & Emergency Services.	Chairman appreciated the point raised by the State Govt. of Uttarakhand and Bhilai Steel Plant and informed that for the modernization of Fire Services in the country Rs. 200 crores has been allocated by the Planning Commission. He emphasized that there is an urgent need to upgrade Fire Services in the country by providing them State of the art equipments and appliances. It is primarily for the State Governments to give them modern equipments and appliances to enable them to discharge their duties efficiently and provide them adequate funds. Action : States

3. **THE PROBLEMS IN MULTIPLEX**

Jharkhand

- Large scale of public assembly
- Various types of fire risk
- Shortage of place of comparative / ultimate safety
- Want of direct approach to the EXIT
- Terrorist attack
- Two stairs in Cinema halls and they have no concern with occupancies
- In Multiplex there is educational occupancy.
- All stairs should be enclosed and Fire Check door are also operated from the Control room
- High velocity water mist technology in place of sprinkler
- Fire check door.

Chairman informed the members that the National Building Code of India contains the detailed recommendations on fire safety/fire protection in all types of buildings including that of in Multiplexes. It was decided to incorporate the provisions in their local building bye-laws and the Fire Service Act.

Action : States

4. **EQUIPMENTS FOR HIGHLY RADIOACTIVE ZONE:**

Rajasthan

It is felt that modernization of equipment is required for fire fighting in highly radioactive zone.

Suitable specification/standard need to be developed for meeting the requirement.

Chairman appreciated the requirements of Fire Service to fight fire in the areas where the radioactive material is handled. Since Shri Tandle, Chief Fire Officer, Bhabha Atomic Research Centre has the expertise in the field, It was resolved that Shri Tandle will suggest the equipments for the fire service and submit the draft specification of each item for consideration and approval.

**Action: Shri Tandle, Chief Fire Officer,
Bhabha Atomic Research Centre**

5. **SPECIFICATION OF EQUIPMENT & MANPOWER FOR FORMATION OF SEARCH & RESCUE (SAR) & RESCUE (SAR) TEAM.**

Andhra Pradesh

Fire and Emergency Service Department is identified as Multi-Hazard First Responder and entrusted with safeguarding Life and Property in natural and manmade disasters.

As per the section 18, of the Disaster Management Act 2005, the State Disaster Management Authority (SOMA) is authorized to lay down the State Disaster Management Policy to approve the State Plan in accordance with the guidelines laid down by the National Authority and approve the Disaster Management plans prepared by the departments of the State Government etc ..

Members discussed the issue and felt that search and rescue is the integral part of the Fire Services and there is no need to raise the separate search and rescue team. The State Government can strengthen the existing department by strengthening the existing organization for the purpose.

Action : States

The A. P. Fire and Emergency Services has proposed to constitute:

- 23 Search and Rescue Teams to be stationed at all District Headquarters. The details with financial implications are shown in Annexure-I.
- One Nuclear, Biological and Chemical (NBC) search & rescue team. The details with financial implication are shown in Annexure-II.
- One Search & Rescue Team each in all (93) Sub Divisional Headquarters. The details with financial implication are shown in Annexure-III.

It is requested to discuss and finalise the Manpower, vehicles and equipment composition of SAR Team specification of specialized vehicles and equipment to ensure uniformity.

6. PROCURING SPECIAL APPLIANCES (AERIAL LADDERS AND HAZMAT VANS) FOR FIRE SERVICES

Goa & Bhilai Steel Plant

The D.G.C.D. (Fire Cell) may identify the requirement of Aerial Ladders (Turn Table Ladders, Hydraulic Platforms, Telescopic Ladders, etc.) and Hazmat Vans for Fire Services in the country and help procuring the equipment for the state Fire & emergency Services through Central assistance.

Chairman informed that the Compendium of Instructions of Standing Fire Advisory Council has detailed guidelines for provision of special appliances such as Aerial Ladders, Rescue Vehicles etc. In the absence of any hazard analysis in the States it is very difficult to quantify the requirement of such equipments. For the first time DGCD (Fire Cell) will be getting sufficient funds for risk analysis of whole country. It will help to forecast the future monetary requirements for the Fire Services in the country.

Action: DGCD, MHA/States

7. LIFE PERIOD OF FIRE APPLIANCES

Bhilai Steel Plant

Life period for different fire appliances & extinguishers shall be specified. This will be helpful to get the replacement of old Fire Appliances & Extinguishers

Members emphasized the need to re-look on the existing recommendations relating to life period of fire appliances. After discussion it was decided that a Sub-Committee comprising of Fire Adviser, Government of Maharashtra, as Chairman, Shri Jagmohan Jain, Chief Fire Officer Bhilai Steel Plant, a representative from Mumbai Fire Service and Delhi Fire Service as member will look into the matter and suggest suitable changes in the existing policy wherever necessary and submit the report.

Action : Sub- Committee

8. FIRE CHEMICALS USED IN HIGHLY HAZARDOUS INDUSTRIES

Oil & Natural Gas Commission

Members from Oil & Natural Gas Commission suggested that specifications be formulated by the Fire Advisory Council for specialized Fire fighting equipments, System and Fire chemicals used in highly hazardous industries like hydrocarbon, petrochemical, fertilizer and

Standardized specifications to be formulated by the Fire Advisory Council for specialized Fire fighting equipments, Systems and Fire chemicals used in highly hazardous Industries like hydrocarbon, petrochemical, fertilizer and shipping etc.	shipping etc. Chairman informed that Sub-Committee has already submitted the specifications of Hazmat Van, rescue van and others special fire fighting and rescue equipments. A copy of which is distributed amongst the members and approved. Action: DGCD, MHA
9. RATE CONTRACTS FOR VARIOUS FIRE FIGHTING EQUIPMENTS <u>Oil & Natural Gas Corporation Limited</u> Rate contracts for various fire fighting equipments and fire chemicals to be finalized by SFAC and circulated to all organized Fire Services to facilitate early procurement action	Chairman explained the members the importance of having rate contracts with DGS&D for the firefighting and rescue equipments to ensure easy availability of items at reasonable cost without going through tender process. These contracts are generally entered into with DGS&D by the manufacturers and suppliers directly. SFAC need not to come in between for the commercial negotiation. Action : Nil
10. STANDARDIZATION OF EQUIPMENTS FOR ATTENDING SPECIAL SERVICE CALLS <u>Puducherry</u> Fire Service responds to Special Service calls such as rescuing of human beings and animals fallen into wells, removing of fallen trees, rescuing of people from inland water sources (where under water searches and rescues are made), destroying of Wasp combs etc. in these circumstances, in most services there are no specialized rescue gear and makeshift methods (which are unsafe to the rescuer in sometimes) are only applied. Hence action may be taken for standardization of equipments and necessary specialized training courses have to be formulated for responding such Special Service calls effectively.	Chairman appraised the members that SFAC already laid down the norms for fire fighting, rescue and the specialized equipments, manpower and other requirement of fire services based on population, response time and the fire risk in the area. Members can take help of these norms for working of the real requirement of their fire services. Action: Nil
IV TRAINING	
1. TRAINING OF DIRECT RECRUIT STATION FIRE OFFICERS AND DIVISIONAL FIRE OFFICERS AT NATIONAL FIRE SERVICE COLLEGE, NAGPUR. Andhra Pradesh With the direct recruitment of various Cadre fire officers like Station Fire Officers,	Chairman informed that the decision has already been taken in the 29th SFAC. Director NFSC has already been instructed to give admission to all these directly recruited Station Fire Officer and Divisional Fire Officers whenever the request received by him from any State Government. However, such cases will be referred to DGCD for approval on case-to-case basis. Action : Director, NFSC

Divisional Fire Officers, the need is felt by various Fire Departments that the minimum qualifications and experience for admission to Station Fire Officers, Divisional Fire Officers Courses should be relaxed to avoid any anomalies in Promotions/service matters. It is also observed

that most of the direct recruits are Graduates/Post Graduates and professional degree holders recruited through various recruitment agencies like State Public Service Commissions and Police recruitment boards after rigorous recruitment process. Therefore it is requested that the Director, National Fire Service College, Nagpur should be empowered to relax the minimum qualifications and experience in case of direct recruit Station Fire Officers, Divisional Fire Officers as and when such officers are sponsored for the training programmes at National Fire Service College, Nagpur.

2. TRAINING INFRASTRUCTURE

Goa, Karnataka, Oil & Natural Gas & Bhilai Steel Plant

NFSC the only college of the Home Ministry is conducting Fire Professional Courses including B.E. (Fire). At present neither it has sufficient teaching faculty nor infrastructure to cope up the requirement of Fire Services in the country. There is huge demand of NFSC qualified Fire Professionals in PSUs, Research Centers & Different Fire Services in the country. NFSC shall be strengthened & developed in to the world class Fire Academy.

Chairman apprised the members the status of the project proposal for upgradation of NFSC as an Institution of Excellences, which will be implemented in near future on top priority.

Action : DGCD/MHA

3. REGARDING REGIONAL TRAINING ACADEMIES/ CENTERS

Karnataka

The GOI should recognize and support a few established Regional Training Academies/Centers to conduct Sub Officers and Station Officers Course (now being conducted at NFSC, Nagpur), provision for regular financial support from the states sponsoring the candidates and also from GOI.

Members were of the opinion that Government of India should recognize and support a few established Regional Training Academies/Centers to conduct Sub Officers and Station Officers Course (now being conducted at NFSC, Nagpur), provision for regular financial support from the states sponsoring the candidates and also from GOI. Chairman informed the members that Regional Fire Training Centers to conduct Sub Officers of NFSC are already operational in many States. As regards to monetary assistance for their upgradation is concerned the same will be provided on availability.

Action : Nil

4. A SPECIALIZED TRAINING COURSE <u>Oil & natural Gas Corporation Limited</u> A specialized training course of two weeks on hydrocarbon, petroleum emergencies and related subjects to be formulated and conducted by National Fire Service College, Nagpur	Chairman clarified that the existing facilities are not sufficient to conduct specialized courses on hydrocarbon, petroleum emergencies and related subjects. These courses will be only possible when the up-gradation of the College is completed. Action : Nil
5. PROPER TRAINING TO APPOINTED FIREMEN <u>Uttarakhand</u>	Members suggested for up gradation of syllabus, proper training to the Firemen, so that they can discharge their duties efficiently. The Chairman apprised the members that the syllabus for training to the Firemen has recently been up-dated by the SFAC and circulated to the State Governments for adopting the same. Action : States
6. UPDATING THE SYLLABUS FOR VARIOUS RANKS IN FIRE & EMERGENCY SERVICE <u>Goa</u> Diploma and Ad. Diploma Certificates issued by the National Fire Service College, Nagpur should be placed at parity with the Diploma and AMIE qualifications awarded by the Institution of Engineers (India). The Institution of Fire Engineers award of Graduate ship and AMIE also be placed at par as above	The Chairman decided that Director, NFSC will up-grade the existing syllabus and submit the comprehensive proposal for approval. Action : Director, NFSC
7. DIRECTOR, NFSC • Syllabus __ Review • Uniform _____ Charge, review and Implementation • State Government Contribution _____ Status & Monitoring • National Policy of Standard Norms for selection of Fireman in the country. • Preparing list with Fire Service Personnel with specialization from State • Government for NFSC - Guest Faculty. • Policy of training requirement _____ Qualification, Duration and Driving License for all courses. • Introduction of Capsule and refresher Courses for Private Industries/Govt.	Director, NFSC proposed the review of syllabus for various courses, review of Firemen uniform, State Govt. contribution towards training, training courses for private industries, clarification for direct entry Station Officers and Instructors Course, Divisional Officers Course, feed back received from Regional Fire Training Centres. After deliberation it was decided that a Sub-Committee comprising of Director, NFSC as Chairman, the representative from the Regional Training Centres on rotation basis will be set up to study the requirement and make suitable recommendations on each issue raised by the Director, National Fire Service College, Nagpur. Action : Director, NFSC

• Clarification for direct entry in Station Officer & Instructors/Divisional Officers course. • RTC _____Feedback for training quality from State Government.	
8. CONDUCTING OF SPECIALIZED COMPREHENSIVE DISASTER MITIGATION COURSES <u>Puducherry</u> Training in TOT Courses specially designed for Fire Officers and Personnel has to be extended to National Fire Service College, Nagpur, by National Institute of Disaster Management, New Delhi.	Member from Puducherry suggested that training of TOT Courses be specially designed for Fire Officers and Personnel and conducted at National Fire Service College, Nagpur and at National Institute of Disaster Management, New Delhi. Chairman agreed to the proposal. Action : Nil
9. B.E.(FIRE) DISTANCE MODE THROUGH EDUCATION <u>Puducherry</u> Some of the Universities are awarding B.E. (Mechanical, Civil, Chemical and Electrical etc.) through Distance Education mode. Action may be taken for conducting of B. E. (Fire) through Distance Education mode by National Fire Service College, Nagpur, as more Fire Officers are available with basic and professional experience. And thereby quality of service rendering to the public may be enhanced.	The Chairman agreed to the suggestion and suggested that the Director, NFSC will examine and put up the detailed proposal for approval. Some of the Universities Action : Director, NFSC
V MISCELLANEOUS	
1. Hindi version of Compendium Volume I provided so that everyone can understand. <u>Uttarakhand</u>	Member from Uttarakhand suggested that the Compendium of Instructions of Standing Fire Advisory Council be provided in Hindi so that everyone can understand the policy guidelines easily. Chairman apprised the members that Compendium is already available in both Hindi & English and can be had from the Office of DGCD. Action : Nil
2. MASS AWARENESS <u>Goa, Daman & Diu and Dadra & Nagar Haveli</u> At present, not much has been done towards making the public aware of fire	Chairman informed the members that in the past electronic and publicity material have been prepared/published and regularly send to the State Governments by DGCD Office and copies of recently prepared material have been distributed to Members in this meeting. Members can go through the material and give their suggestions for further improvement.

safety. Therefore the matter may be taken up during the meeting for introduction of mass awareness programme in better way.

Action: Nil

3. **NATIONAL FIRE RECORDS DATA BASE.**

Puducherry

National Fire/Special Service calls record data base has to be created wherein we can ascertain the Fire accidents happening all over the country and will be useful for

Members felt the need to have centralized data collection system on the activities of Fire Services in the country. After discussion it was decided that a copy of already developed soft ware will: be sent to the States.

Action : DGCD/MHA

Chairman thanked all the delegates who have attended the 32nd Meeting of the Standing Fire Advisory Council and he stressed the need to work together to help in the development of Fire Services in the country.

The Meeting ended with the vote of thanks by Shri R. K. Bhatia, DGNDRF&CD, MHA, Chairman.

**Delegates who have attended the 32nd Standing Fire
Advisory Council held on 5-6th August, 2009**

1. Shri R. K. Bhatia, DGNDRF&CD
2. Shri Om Parkash, Fire Adviser, MHA
3. Shri D.K. Shami, Dy. Fire Adviser, MHA
4. Shri Gouranga Sahoo, UDC
5. Shri D. K. Borah, ADGP, Assam, Guwahati,
6. Shri A.K.Sinha, Director General, Fire Service, Bihar,
7. Shri Ramesh Chandra, State Fire Officer, Bihar
8. Shri Suresh Prashad, Jharkhand
9. Shri Jayantanarayan Ray, Chief Fire Officer, Heavy Water Plant, Rajasthan.
10. Shri Pratap Pandey, Addl. Director of State, Hyderabad.
11. Shri N. Noren Singh, Director, Manipur
12. Shri Mohinder Lal Kakkar, ADFO, Punjab
13. Shri A.K. Tandle, CFO Mumbai
14. Shri Jasbir Singh, Fire Officer, NDMC Hqrs., New Delhi.
15. Shri B.D.Dubey, Director (IH), DGFASLI, Mumbai
16. Shri D.S. Chauhan, Dy. CFO, Karnataka
17. Shri U. S. Chillar, Gen Secretary, IFE (India) New Delhi
18. Shri B. S. Tongar, OSD, Police Fire Station, Bhopal, M.P.
19. Shri Zoram Mawia, Director, Mizoram
20. Shri Balla Knirstya, Divisional Fire Officer, Puducherry
21. Shri Jagmohan Jain, Bhilai Steel Plant
22. Shri Shamim, Director, NFSC
23. Dr. G. A. Bhat, DG Fire & Emergency Services, J&K.
24. Shri R. C. Sharma, CFO, Delhi Fire Service
25. Shri S. Kumar, GM(FS) AAI
26. Dr. G. Mishra, Dy. CFO, DFS, New Delhi.
27. Shri K. U. Ramesh, CFO, Bangalore
28. Dr. N. Suresh, Director, BFRC
29. Shri H. W. Ramathirtha, Chairman, LCRC, N!E, Mysore
30. Shri P. Nimiswamy, DCGHG, Dy Director CD
31. Shri V. K. Sharma, DIG/Fire CISF
32. Shri G. B. Menon, Fire Adviser(Retd) Cochin.
33. Shri D. P. Biswas, Addl. Director General
34. Shri K. C. Wadhwa, Addl. Director, CFEES, MOD, Delhi.
35. Shri Raghvan The Hindu.
36. Shri Abhinandan, AH, Admn. Officer, F&ES,
37. Shri Tara, DGP, Tamilnadu Fire Service
38. Shri P. D. Karauppar, CFO, Mumbai

**MINUTES OF THE 32ND MEETING OF STANDING FIRE ADVISORY COUNCIL,
HELD AT OTERRA, NO. 43, ELECTRONICS CITY PHASE -1, HOSUR ROAD,
BANGALORE ON 5TH AND 6TH AUGUST 2009**

Sl. No.	Name Designation and Name of the State/UT/Orgn.	Tel. No. Office	Tel. No. Residence	Moblie	Fax	E-Mail
1.	Shri R.K Bhatia, DGNDRF&CD	26712851				
2.	Shri Om Prakash, Fire Advisor, MHA New Delhi	26712832	517717465	9312405577	26712832	
3.	Shri D.K Shami Dy. Fire Adviser	011- 26712951	9871391222	9868233999	011- 26712951	d.k.shami@ yahoo.com
4.	Shri D.K Borah, ADGP, Assam, Guwahati,			09435046892		
5.	Shri A.K Sinha DG Fire Services Bihar Patna			09431012952		
6.	Shri Suresh Chandra, State Fire Officer Bihar	0612- 2222467	0612- 2523679	09431448273	0612- 2222467 0612- 2221191	
7.	Shri Suresh Prashad, Jharkhand	0651- 2284238	0651- 2480466	0943110440	0651- 2284238	
8.	Shri Jayantenarayan Ray, Chief Fire Officer, Heavy water plant,	01475- 242222	2338751	9001002344 9314002344	01475- 242203	

	Deptt. of Atomic Energy, Anushakti Kota Rajasthan					
9.	Shri Pratap Pandey, Addl Director of State, Hyderabad			9849906106		
10.	Shri N. Noren Singh Joint Director Manipur Fire Station	23109	2220969	9436022374		norenfire@yahoo.co.in
11.	Shri Mohinder Lal Kakkar Astt. Div. Fire Officer, c/o Secretary Local Govt. Punjab 130-131 Janeja Building Sector-17, Chandigarh	0172-2728241	0712 2793672	09780100779	0712-2728241	
12.	Shri A.K Tandle, CFO Mumbai	022-25595336 022-25505222				
13.	Shri Jasbir Singh, Fire Officer, NDMC Hqrs, New Delhi	23366633		09810163433		
14.	Shri B.D Dubey, Director (IH), DGFASLI, Mumbai	022-24092203		09867406106		
15.	Shri D.S Chauhan, Dy. CFO, Karnataka			9448291794		
16.	Shri U.S Chillar, Gen Secretary, IFE (India) New Delhi			09810568675		

17.	Shri B.S Tong ar, OSD, Fire & Disaster, Govt., of MP			09425066202		
18.	Shri Shri Zoram Mawia, Director, Mizoram			09436142594		
20.	Shri Jagmohan Jain, Bhilai Steel Plant			9907181864		
21.	Shri S. Shamim, Director National Fire Service College Nagpur-440001	0712- 2560075 2560179	0712- 2592107	9422118110	0712- 2560075	nfsengp@sanch ar.co.in
22.	Dr. G.A. Bhat, D. G.Fire & Emergency Services, J&K Hq. Batmloo, Srinagar 190001	0194- 2452068 2455061	0194- 2455077	09419118806	0941- 2452068	gabhat- dfes12@ rediffmail.com
23.	Shri R.C. Sharma, Chief Fire Officer, Delhi Fire Service Connaught Lane New Delhi- 110001	011- 23414000	23414262	9868040509	23412593	sharmarc-dfs@ rediffmail.com
24.	Shri S. Kumar GM (FS), AAI			09868277208		
25.	Dr. G.C. Mishra Dy. CFO, DFS New Delhi			09868022790		
26.	Shri K.U Ramesh, CFO Bangalore			9343311165		
27.	Dr. N. Naresh, Director			9448356009		

28.	Shri Shri H.W Ramathirtha, Chairman, LCRC, NIE, Mysore			9448351336		
29.	Shri P. Nimsway DCGHG Dy Director CD			9449085580		
30.	Shri V.K Sharma DIG/Fire, CISF			9911397961		
31.	Shri M.V Deshmukh, Director, Fire & Emergency Services, Govt. of Maharashtra, Vidhyanagar, Hans Bhugra Marg, Santacruz -East, Mantralaya Mumbai-400098	022- 26871144 26670339	022- 24913169	9821107580	0222- 6870325	mdeshmukh2 mideindia.org
32.	Shri G.B Menon Fire Advisor MHA (Retd.) "Nandavanam" No. 33/2965-A (Gr. Floor) Vennala High School Road, Vennala, Cochin -6082 028, Kerala					
33.	Shri D.P Biswas			9830068025		
34.	Shri K.C Wadhwa, Joint Director Ministry of Defence Brig S.K Mazumdar Road, Timarpur Delhi-54	011- 23907141	0124- 2254207	9810830150	011- 238819547	kc-wadhwa@ yahoo.co.in
35.	Shri Raghava N. The Hindu			9448455908		

36.	Shri Abinandan A.H			9980832778		
37.	Shri M. Tara, IG Tamil Nadu Fire Service			9840484411		
38.	Shri P.D Karauppakar, CFO, Mumbai			9820198622		

APPENDIX '31-E'

No. VI-14022/1/SFAC-2(I)/03-DGCD(F)
Government of India/Bharat Sarkar
Ministry of Home Affairs/Grih Mantralaya
+++++

East Block 7, Level-7
R.K. Puram (Main)
New Delhi, the 7th April, 2004

To
Chief Secretaries of all the States/UTs
Heads of Fire Services of all States/UTs

Sub : **Minimum Physical and Medical Fitness Standard for Undergoing Professional Courses of National fire Service College, Nagpur.**

Sir

I am directed to refer to the minutes of the 29th meeting of the SFAC on the subject mentioned above and to enclosed herewith the Minimum Physical and Medical Fitness Standard for undergoing professional courses of NFSC, Nagpur for information and further necessary action. These standards will be implemented with immediate effect in all professional courses conducted at NFSC, Nagpur and Regional Training Centres identified by this Ministry.

Yours fathfully

(D.K. Shami)
Dy. Fire Adviser
Tel. No. 26712951

Copy to :

All the members of the Standing Fire Advisory Council (as per list for information).

REPORT OF THE WORKING GROUP
ON
MINIMUM PHYSICAL AND MEDICAL FITNESS
STANDARDS FOR UNDERGOING PROFESSIONAL COURSES OF
NATIONAL FIRE SERVICE COLLEGE, NAGPUR

VENUE : NATINAL FIRE SERVICE COLLEGE, NAGPUR
DATE : 22nd & 23rd December 2003
TIME : 1030 HRS.

As per the decision of the 30th meeting of Standing Fire Advisory Council, held on 10th and 11th December 2003 at New Delhi, and in the request made by Shri D. K. Shami, Dy. Fire Adviser, DGCD, vide his letter No. VI-14022/1/SFAC-2(i)/2003-DGCD(F), dated 15th December, the working group met on 23rd December 2003 at, National Fire Service College, (NFSC) Nagpur

THE FOLLOWING MEMBERS WERE PRESENT

1. Shri R.C. Sharma Chief Fire Officer, Delgi Fire Service,
2. Shri M.V. Deshmukh, Fire Adviser, Govt. of Maharashtra,
3. Shri S. L. Nagarka, AIG (Fire), Central Industrial Security Force, New Delhi,
4. Dr. K. C. Wadhwa, Director, N.F.S.C. nagpur
5. Shri Shamim, Dy. Director, N.F.S.C. NAGPUR
6. Shri. D.K. Shami, Dy. Fire Adviser, D.G.C.D. Ministry of Home Affairs, New Delhi

Shri H. S. Kaparwan, joint Director, DRDO and Shri P.K. Rao, Dy. Director, U.P. Fire Service, could not attend the meeting due to other commitments.

The members have discussed the issue of Minimum Physical Fitness, Medical Fitness and Endurance Test for undergoing professional courses of N.F.S.C. for the following candidates :-

- 1) Private candidates of Sub-Officers Course & B.E. (Fire)
- 2) In-service candidates of all the professional courses.

The Eligibility, Physical Standard, Medical Standard and physical efficiency test for the private candidates of Sub-Officers Course are as under:-

ELIGIBILITY

Qualification : 10+2 with Science
Age : 18-25 yrs.

PHYSICAL STANDARD

Height : Male 165 cms.
Female 157 cms
Chest : Male -Unexpanded 81 cms
-Expanded 86 cms
Female -Unexpanded 77 cms.
-Expanded 82 cms.
Weight Corresponding to Height as per medical standards. (Annexure 'A')

MEDICAL STANDARDS :-

Visual:- Better eye - 6/6
Worse eye - 6/12
(Without optical device)
Candidates are required to pass colour vision Test

The candidate must not have knock-knees, flat feet, squint eyes and stammering They must be in good mental and bodily health and free from any physical defect.

PHYSICAL EFFICIENCY TEST (P.E.T.)

The physical efficiency test will consist of the following events and the candidates shall have to qualify each of these events.

- a) High Jump - Minimum 3 ft. 6 inches.
- b) Long Jump - Minimum 12 ft.
- c) 800 mtr. Race - To be completed in Minimum 175 seconds.
- d) Chin up - Minimum 5 Nos
- e) Push up - Minimum 15 Nos.

(The marking of P.E.T. events is attached in Annexure 'B')

HEIGHT WEIGHT READY RECKONOR FOR ADULT

			AVERAGE WEIGHT IN KILOGRAMS (IN INDOOR CLOTHING)						
			17-19 yrs.	20-24 yrs.	25-29 yrs.	30-39 yrs.	40-49 yrs.	50-59 yrs.	60-69 yrs.
MEN	ft.	----	kg.	kg.	kg.	kg.	kg.	kg.	kg.
	5	2	54	58.1	60.8	62.1	63.5	64.6	63
	5	3	55.8	59.9	62.6	64	65.3	65.8	64.4
	5	4	57.6	61.7	64	65.8	67.1	67.6	66.2
	5	5	59.4	63	65.3	67.6	68.9	69.4	68
	5	6	61.2	64.4	67.1	69.4	70.8	71.2	69.9
	5	7	83	65.8	68.5	71.2	73	73.5	72.1
	5	8	64.9	67.6	70.3	73	74.8	75.3	73.9
	5	9	66.7	69.4	72.1	74.8	76.7	77.1	76.2
	5	10	68.5	71.5	73.9	77.1	78.9	79.4	78.5
	5	11	70.3	73	75.8	78.9	80.8	81.6	80.8
	6	0	72.6	75.3	78	81.2	83	83.9	83
	6	1	74.5	77.1	80.3	83	84.6	85.7	85.3
	6	2	76.2	78.9	82.6	85.3	87.1	88	87.5
	6	3	78	80.0	84.4	87.5	89.4	90.3	89.8
	6	4	79.8	86.2	86.2	90.3	92.1	93	92.5

			AVERAGE WEIGHT IN KILOGRAMS (IN INDOOR CLOTHING)						
			17-19 yrs.	20-24 yrs.	25-29 yrs.	30-39 yrs.	40-49 yrs.	50-59 yrs.	60-69 yrs.
WOMEN	ft.	----	kg.	kg.	kg.	kg.	kg.	kg.	kg.
	5	2	44.9	46.3	48.5	52.2	55.7	56.7	57.6
	5	3	46.3	47.6	49.9	53.1	56.2	57.6	58.5
	5	4	47.6	49	51.3	54.4	57.6	59	59.4
	5	5	59.4	50.8	52.6	55.8	59	60.3	60.8
	5	6	51.3	52.2	54	57.2	60.3	61.7	62.1
	5	7	52.6	53.5	55.3	55.5	61.7	63.5	64.
	5	8	54.4	54.9	56.7	59.9	63.5	65.3	65.8
	5	9	56.2	56.7	58.5	61.2	64.9	67.1	67.6
	5	10	57.6	58.5	60.3	63	66.7	68.9	69.4
	5	11	59	59.9	61.7	64.4	68.5	70.8	71.2
	6	0	60.8	61.7	63.5	66.2	70.3	72.6	73
	6	1	62.6	63.5	65.3	68	72.1	74.4	74.8
	6	2	84.4	65.3	57.1	69.9	74.4	76.7	---
	6	3	66.7	67.6	69.4	72.5	76.7	78.9	---
	6	4	65.9	69.9		74.4	78.9	81	---

ANNEXURE-'B'

MARKING FOR PHYSICAL EFFICIENCY TEST

HIGH JUMP	3' 6" upto below 4 feet	-	3 marks
	4' upto below 4'6"	-	7 marks
	4' 6" and above	-	10 marks
LONG JUMP	12' to below 13'	-	5 marks
	13' to below 15'	-	7 marks
	15' and above	-	10 marks
800 Mtrs. RACE (Seconds)	175 to 165	-	7 marks
	164 to 155	-	9 marks
	154 to 145	-	11 marks
	144 to 135	-	13 marks
	134 and below	-	15 marks
Chin up (Times)	5	-	5 marks
	7	-	7 marks
	10	-	10 marks
Push up (Times)	15 to 19	-	2 marks
	20 to 24	-	3 marks
	25 & above	-	5 marks

ANNEXURE-'C'

PHYSICAL EFFICIENCY TEST FOR FIRE SERVICE PERSONNEL UNDER VARIOUS AGE GROUPS

PHYSICAL EFFICIENCY	GRADING	PET UPTO 35 YRS. OF AGE	PET FROM 35 TO 45 YRS. OF AGE	PET FROM 45 YRS. OF AGE AND ABOVE
1 Jump & Reach	Excellent V. Good Good Poor	20" OR MORE 16" to 19" 12" to 15" Below 12"	18" or more 16" to 17" 13" to 16" Below 10"	
2 Chin Up	Excellent V. Good Good Poor	8 or more 6 to 7 4 to 5 Below 4	6 or more 4 to 5 3 Below 3	Not Applicable
3 Push up	Excellent V. Good Good Poor	20 or more 17 to 19 14 to 16 Below 14	15 or more 12 to 14 8 to 11 Below 8	Not Applicable
4 Sit Up	Excellent V. Good Good Poor	20 or more 17 to 19 14 to 16 Below 14	15 or more 12 to 14 8 to 11 Below 8	Not Applicable
5 One Mile Run	Excellent V. Good Good Poor	5 min. or less 5 min. to 6 min. 6 min. to 7 min. more than 7 min.	6 min. or less 6 min. to 7 min. 7 min. to 8 min. more than 8 min.	Not Applicable
6 One Mile Walk	Excellent V. Good Good Poor	Not Applicable	Not Applicable	15 min. or less 15 min. 16 min. 16 min. 17 min. more than 17min
7 Fireman's Lift	Excellent V. Good Good Poor	60 sec. or less 61 to 70 sec. 71 to 80 sec. 81 sec. or more	70 sec. or less 71 to 80 sec. 81 to 90 sec. 91 sec. or more	Not Applicable
8 2 Mile Run	Excellent V. Good Good Poor	14 min. 45 secs. or less 14 min. 46 secs. to 16 min. 45 secs. 16 min. 46 secs. to 17 min. 25 secs. more	15 min. 20 secs. or less 15 min. 21 secs. to 17 min. 45 secs. 17 min. 46 secs. to 20 min. 15 secs. or more	Not Applicable

APPENDIX '31-F'

No. VI-14022/1/SFAC-5/2003-DGCD(F)
Government of India/Bharat Sarkar
Ministry of Home Affairs/Grih Mantralaya
+++++

Jainsalmer House
Man Singh Road,
New Delhi-110011
the 18th June, 2003

To

1. All the Chief Secretaries in the States/UTs
2. Heads of Fire Services in the States/UTs

Sub : Syllabus for the training for fireman.

Sir

I am directed to refer to the minutes of the 29th meeting of the SFAC on the subject mentioned above and to enclosed herewith the syllabus for the training of firemen received from Delhi Fire Service for the adoption by all the State Governments in their training curriculum for the firemen to provide the uniformity in the training standards.

(D.K. Shami)
Dy. Fire Adviser
Tel. No. 23071169

Copy to : All the members of the Standing Fire Advisory Council (as per list for information.

SYLLABUS FOR SIX MONTH FIRE OPERATOR

1. CHEMISTRY OF FIRE

Combustion its contents causes and classes of fire. Extinguishing Fire methods available such as starvation smothering, cooling and advantage of water.

2. HOSE :-

Description of delivery hose its type, care and Maint. standard test and causes of decay.

SUCTION HOSE :-

Soft and Hard, its construction, care and Maintt. suspender.

3. HOSE FITTINGS :-

Delivery Hose coupling suction hose couplings, suction wranches, Branches and Nogs, Branch Holders, and monitors, stand pipe collating heads, suction stainers breaching Adaptors, Blank caps

4. LADDERS:-

Extn. Ladder, its parts and standard test.

Hook Ladder, T.T.L., ladder, T.T.L., (Brief description)

5. NOTESW & LINES :-

Names with qualities of material used for manufacturing ropes and lines in Fire service use. its maint. and standard test.

6. EXTINGUISHERS

- a) Soda acid its type and application.
- b) Water gas cartidge type and water stored pressure type.
- c) Foam extinguishers.
- d) Dry power chemical Fire extinguishers.
- e) Co2 Fire extinguishers.
- f) Nalon fire extinguishers. (only brief description) Description construction, refilling and methods of operation used advantages and disadvantages, care and maintt. of a,b,c, and d, type of fire extinguishers.

7. MACHANICAL FOEM AND FOAM MAKING EQUIPMENTS.

Brief description of foam marking equipments and type of foam used in regular fire extinguishers.

8. BREATHING APPARATUS.

Function of oxygen in maintaining life composition of air and importance of B.A. set in fire service.

Type (a) atmospheric (b) self contained.

1) Open circuit 2) Close circuit.

Names and functions of its parts operational use, method of wearing signals, recharging care, maint. and testing.

9. HYDRAULICS

Composition of water and simple problem on tank cap.

10. APPLIANCES

Knowledge of various appliances in Delhi Fire Services and their stationing.

11. SMALL GEARS

- a) Breaking away glares Hammers, Chisel, solopicks pick axe, Crow- Bar, door opener.
- b) Cutting away gears: axe, lock or bolt cutter, wood saw. cut saw hack saw, chopper, hay Knives.
- c) Rescue Gears: Jumping sheet, automatic as cape, sling bolt, safety well hook, life jacket, stratcher, first aid box, lino, fireman's axe, rubber gloves, gum boots helmet, ceiling hook.
- d) Lights: Hurricane lamp, paraffin lamp, S.A., Lamp. flood Light, electric torch.
- e) Turning over gear: obowela, spades, fork, drage hook calling hook, pluskey tools.
- f) Transport gear: life jacket, starting handle, cutter plier, screw driver, D.E.Spanner, screw & pipe wrenches gland spanner, plug spanner type lever wheel brakes, grease gun, dil cane hammer file.
- g) Miscellaneous & special gears: Dockets, blower & exhauster, welding-cutting set, electric generator chain saw, abastors suit, blankets firm bell, rocking stretchers automatic a scape, fire beathers, resuscitation apparatus.

12. PUMPS AND PRIMERS

Brief description of pump, types of pump and their uses in fire services.

Description of centrifugal pump its parts advantage and disadvantages, type of pump such and their classification as per discharge can.

13. WATER RELAY

Definition, Type (Open close and collector pumping) names of pump at different positions, supply pump, intermediate pump, delivery pump). spacing of pump advantages and disadvantages, important points for carrying out relay and study of gauges.

14. BUILDING CONSTRUCTION

Material used and their behavior in fire, brief idea of column, beam, joints and walls with openings causes and signs of collapse.

15. WATCH ROOM PROCEDURE

Definition and requirements of watch room and control room, receiving and transmitting of telephone calls, maintenance of Occurrence book and its importance, standard message.

16. PRACTICAL FIREMANSHIP

Qualifies of fireman and -1) Duties at station, Turn out 2) Duties in way to fire (Traffic Regulation Fire bell Road accident 3) Duties on reaching the spot (Quick survey and reporting to the control point to the control points of the first attendance, sending messages, Planing of pumps, setting into hydrants, laying of hose, methods of entry, rescue removal of bodies, working in smoke or darkness, room searching, finding and fighting the fire 4) After the fire (making up duties on return to station)

17. **SALVAGE**

Definition: Damage (Direct, Indirect) Equipment required for salvage work, cleaning of water form Building, reducing water and smoke damage.

18. **KNOTS**

Running and standing part loop, bight, half hitch, thumb or over hand Knot fly, of sight, carrick, raaf knot, clove hitch, single draw hitch, slippery hitch ship shank, can't paw, bowline, running bowline, bowline on the bite, block will hitch, mid ship man hitch, water man's hitch, chair knot, barrel or drum hitch, splicing (short, eye, back)

19. **Difficulties (Means of communication) delay in fire call, road condition, lack of water supply system, combustible nature of dwellings and stocks, causes of village fire, normal appliances for the village fire, house and branches, methods of fighting the fire, fire beaters wind ward, Ice ward, fire break, counter firing natural fire break.**

WATER SUPPLY

20. **Sources: 1) hydrants, types, construction, parts care & maintt. of screw down and sluice value type hydrants hydts. gears of fittings.**

2. Static Tanks.

3. Well and other sources.

21. **ELECTRICITY**

sources of electricity and its productions brie description of transformer, fuses, short circuit and fire fighting of electric appliances, fireman switch and its use.

22. **SPECIAL SERVICE CALLS**

swire rescue, drowning, Road Accidents, electrocuted Railway accident, leakage of gases and lift rescue.

23. **DISCIPLINE**

Definition, How discipline is produced order s, outward sign of discipline, discipline is art, Importance of discipline in fire Services.

24. **TOPOGRAPHY AND FIREMAN**

A) Its importance and use.

25. **FIRST AID**

Artificial Breathing, Carrying of casualty, fireman's lift Fractures, Snake bite and burns.

26. **GASES FIRE**

Its extinguishment and precautions.

27. **COMMUNICATION ON D.S.F. WITH OTHER SERVICES.**

1. Communication with folic Control Room., Deus, Water supply and its Importance.
2. Different calls signs and methods of addressing.

28. **FIRE PREVENTION IN MULTI STORY BUILDING**

1. Construction of Building

2. Fire detection system.
3. Fixed Fire fighting Installation.
4. Provision of first Aid-Fire fighting equipment.

29. WIRELESS SYSTEM :

Definition of Wireless, Communication of control room D.F.S. on fire & rescue, scan Definition of frequency channel. Kinds of set used in D.F.S. range of communication call signs address.

30. GENERAL KNOWLEDGE

Different range in D.F.S. total no. of Fire station names of seniors officers.

FIRE DRILLS

1. P. T.
2. Squad Drill and saluting.
3. Reporting officers.
4. Nose Drill.
5. Hydrant Drill
6. Pump Drill. (Open water and coise water, using soft and H.
7. Water tender Drill
8. Extension Ladder Drill. (Lag Lock and Log Holding)
9. Water with Extn. Ladder. (L2 Drill with water Tender)
10. Singles used in Fire Services.
11. Digging and removal of earth & Debris.
12. Practical Relay (un sing branching, collecting Heads)
13. P. A. set Drill (wearing and signals)
14. Pick up drill.
15. Fireman's Lift from extn. Ladder.
16. Emergency methods of rescue, by chair knots, ropes sliding.
17. Ruscus from deep wells., Ruscus from River, and Sowers rescue.
18. Methods of Artificial respiration.
19. Working in smoke and darkness, room searching, fireman's cranl .
20. Knots and lines used in Ice services.

CHAPTER FOR PAPER 2ND

<u>Sr. No.</u>	<u>Name</u>
1.	CHEMISTRY OF FIRE.
2.	EXTINGUISHERS.
3.	HYD POLLICIS.
4.	GAS FIRE
5.	WATER RELAY
6.	RURAL FIRE
7.	DISCIPLINE
8.	BUILDING CONSTRUCTION
9.	WATCH ROOM
	PROCEDURE

10. SPECIAL SERVICES
11. GENERAL KNOWLEDGE(OFS. RANKS)
12. PRACTICAL FINE MAN SHIP
13. FINE PREVENTIONING IN MULTY STOREY BUILDING.
14. ELECTRICITY.

CHAPTER FOR PAPER 2ND

1. HOUSE AND HOSE FITTINGS
2. LADDERS
3. ROPES AND LINE
4. FORM AND FORM MAKING EQUIPMENT (ONLY BRIEF DESCRIPTION)
5. R. A. SETS.
6. APPLIANCES
7. SMALL GEARS
8. PUMPS AND PRIMERS
9. SALVAGE
10. WATER SUPPLY AND HYDRANTS
11. DISCIPLINE
12. TOP OG RAPILY AND FIRE
13. FIRST AID

APPENDIX '31-G'

No. VI-14022/1/SFAC-16/2003-DGCD(F)
Government of India/Bharat Sarkar
Ministry of Home Affairs/Grih Mantraya

Jaisalmer House,
Man Singh Road,
New Delhi-110001
the 19th June, 2003

To,

1. The Chief Secretary of all the States/UTs.
2. heads of the Fire Service of all the States/UTs.

Subject:- Sub-Committee report of Uniform badges of Ranks for Indian Fire Service Professionals, Terrycot Uniform, Professional Heads for fire service, Separates Post of D.G.Fire. Ranks For Fire Service.

Sir,

I am directed to refer to the Minutes of the 29th Meeting of Standing Fire Advisory Council on the subject mentioned above and to say that a Sub-Committee was formed in the 27th SFAC to make recommendations on following items:-

- Item No. 1- Uniform badges of rank for Fire Services Professionals.
- Item No. 2- Terrycot uniform for the operational officers and Personnel of the Fire Services.
- Item No. 3- Professional heads for Fire Services.
- Item No. 4- Separate post of DG Fire.
- Item No. 5- Ranks for Fire Services according to size of command.

2. The report was circulated and discussed in 28th Meeting where Members decided to further review the report. Comments were asked from the members but nobody replied.
3. The report was further discussed in the 29th SFAC Meeting and decided to accept the report and circulate to the States as broad guidelines for implementation suggesting that higher-level officer including chiefs in the rank of DG should be fire professionals.
4. Copy of the report is enclosed.

Yours faithfully

(D.K. Shami)
Dy. Fire Advisor
Tel No. 23071169

Copy : All the members of Standing Fire Advisory Council (as per list) for Information.

**RECOMMENDATIONS OF STANDING SUB COMMITTEE UNDER THE STANDING FIRE ADVISORY
COUNCIL OF THE GOVERNMENT OF INDIA**

AUTHORITY : Government of India, Ministry of Home Affairs Letter
No. VI-14022/2/96 DGSD (F) dated 19th February, 1996.

COMPOSITION OF SUB COMMITTEE

- | | | |
|----|---|----------|
| 1. | Shri S.K. Dheri
Chief Fire Officer
Delhi Fire Service | Convener |
| 2. | Shri B.Pathak
Director
West Bengal Fire Service | Member |
| 3. | Shri D.J. Kulkarni
Chief Fire Officer
Bombay Fire Brigade | Member |
| 4. | Shri V.Jaya Perumal
Director
Tamilnadu Fire Service | Member |

TERMS OF REFERENCE

To examine the item nos. 6, 7, 8, 13, and 23 of the agenda discussed during 27 SFAC Meeting held on 30th & 31st Day of May 1995 at New Delhi and forward report to MHA within six month.s

- | | |
|--------------|---|
| Item No. 6- | Uniform badges of rank for Fire Services Professionals. |
| Item No. 7- | Terrycot uniform for the operational officers and Personnel of the Fire Services. |
| Item No. 8- | Professional Heads for Fire Services. |
| Item No. 13- | Separate Post of D.G. Fire. |
| Item No. 23- | Ranks for Fire Services according to sieze of command. |

RECOMMENDATIONS OF THE STANDING FIRE ADVISORY COUNCIL

ITEM NO. 6: UNIFORM BADGES OF RANK FOR FIRE SERVICE PROFESSIONALS.

Keeping in view, the growth of Fire Services in the country and thus, the size of command the SFAC recommends the following rank markings for various ranks in the Fire Services.

Sr. No.	Rank	Badges of Rank *
1.	Fire Man	Shoulder titles
2.	i) Leading Fireman	One bar ½" wide and 1-1/2" long with semi circular cross section flat with bottom surface and round surface on top made out of white metal to the worn ½" from the bottom end of both shoulder straps.
	ii) Driver	2" dais, 3 spoked steering wheel embroidered in white on blue back ground worn on the right sleeve halfway between the shoulder and the elbow.
3.	Sub-Officer	One small impeller ¾" dia.
4.	Assistant Station Officer	Two small impeller ¾" dia.
5.	Station Officer	Three small impellers 1" dia in a semi circular wreath
6.	Assistant Director/Assistant Commissioner/Asstt. Fire Marshal/Divisional Officer/Dy. Fire Officer/Supdt.	Large small impellers 1" dia in a semi Circular wreath.
7.	Deputy Director/Dy. Assistant Fire Commissioner/Dy. Asstt. Fire Marshal/Asstt. Divisional Officer/Dy. Fire Officer/Supdt.	Large small impellers 1" dia in a semi Circular wreath surmounted by one small impeller ¾" in dia.

* The head gear, neck gear and flag car decorations have been presented appendix 'C', 'D', 'E' & 'F' for various ranks.

8.	Joint Director/Deputy Commissioner/Deputy Fire Marshal/Dy. Chief Fire Officer/ Fire Officer.	Large impeller 1 "dia in a semi circular wreath surmounted by two small impeller ¾" in dia.
9.	Addl. Director/Additional Commissioner Addl. Fire Marshal/Addl. Chief Fire Officer.	Large impeller 1 " dia in a semi Circular wreath surmounted by three Small impellers ¾/4 " in dia.
10.	Director Fire Service/ Fire Commissioner/Fire Marshal/Chief Fire Officer	Cross sword & baton with Ashoka emblem in case of Govt. owned Fire Services and cross Sword & baton with one 1" dia Impeller in case Fire Services under the control of local bodies.
11.	Director General Fire Service	Cross Sword & baton with Ashoka emblem and one eight Points star for Govt. owned Fire Services and cross sword & baton with 1" dia impeller and ¾/4 " dia impeller in Case of fire Service under the control of Local bodies.

Item No. 7 TERRYCOT UNIFORM FOR OPERATIONAL OFFICERS AND PERSONNAL OF FIRE SERVICES.

Issue of terrycot uniform for operational officers and personnel of the fire services has been considered in light of the research findings of a study done at the Centre for Biochemical Engineering Department of the Indian Institute of Technology, Delhi with a World Health Organisation Grant (findings enclosed - Appendix 'A' & 'B') and recommends

"The issue of cotton uniform including overall to operational Fire Officer and other members of the Fire Services be dispensed with hereafter and instead, terrycot uniform be issued while overalls shall be made out of Fire Retardant Cloth and heat resistance suitable of appropriate scale".

ITEM No. 8 PROFESSIONAL HEADS OF THE FIRE SERVICE

The expert committee on firefighting setup by the Government of India via G.O. No. 44/14/50 - Public dated 23-3-1950 recommended at Sr. No. 13 separation of Police and Fire Forces in order to ensure technical efficiency and convenience from administrative point of view and the Government of India communicated their decision vide Ministry of Home Affairs letter No. 33/50- CD dated 5/1/1952 reproduced below :-

"The Government of India agree in principle that provincialized Fire Services, where they exist should work directly under Government (whether in Home or the LSG Department) and not under the Inspector General of Police.

ITEM NO. 13 SEPARATE POST OF DIRECTOR GENERAL FIRE

This SFAC recommends that a separate post of Director General Fire be created in Ministry of Home Affairs in line with Director General Civil Defence who shall be responsible for planning/reviewing of training for Fire Service personnel in India and abroad, providing technical know-how on the state of art, standardisation of fire service equip and appliances and vested with rights of inspection of Civil/Industrial Fire Service besides co-ordination between State and the Center.

He shall be responsible for the following:-

- a) To closely co-ordinate the activities of all the fire services in the country.
- b) To formulate the policies and guidelines in the matters of resource management, including man-power management, training standardisation of equipments, research & development, collection of fire statistics, fire protection, fire prevention and fire engineering and other matters of common concern to the fire services and community at large.
- c) To be responsible for the management of training facilities assured by the Ministry of Home Affairs or any other Ministry of Home Affairs or any other Minister in the Central Government.
- d) To promote close and regular interaction among fire services and their personnel and with all the industries and other Government Ministers interconnected matters of the fire protection and fire prevention.

ITEM No. 23 : RANKS FOR FIRE SERVICES ACCORDING TO SIZE OF COMMAND

The SFAC recommends that due to rural -urban migration of population betterment in the living standard, growing trend in high-rise culture, increasing use of plastic in the construction and furnishing of buildings the risk to life and property has increasing manifold and thus, the size of command in the Fire Service. It is, therefore necessary that the ranks, for Fire Service vide appendix '10-B' of the SFAC compendium be reviewed according to the size of command. For this purpose, the committee categorized the cities according to the population as under:-

CATEGORY A	Cities having population more than 1 crore. (Rank to start from Director General).
CATEGORY B	Cities having population more than 50 lakhs and Upto 1 crore. (Rank to start from Director).
CATEGORY C	Cities having population more than 20 lakhs and Upto 50 1 lakhs. (Rank to start from Addl. Director).
CATEGORY D	Cities having population more than 10 lakhs and Upto 20 lakhs. (Rank to start from DCFO and to be know as Fire Officer).
CATEGORY E	Cities having population more than 10 lakhs (Rank to start from Supdt., Dy. Supdt.. and Assistant Supdt.).
INDUSTRIAL TOWNS	Towns having 2000 or more industrial having a work force of 25000 persons or more.
DISTRICT FIRE STATION	Fire Station at District level in a provincialized Fire Service.
COMMISSIONARY FIRE SERVICE HEADQUARTERS	Fire Service Head Quarters in the Commissionary/zone to be headed by the officer not below the rank of Joint Director/Deputy Commissioner Fire Service.

* In case of hilly States, the population norms shall not be applied due to the fact that in such States area and risk is comparatively more with respect to population density and total population.

The SFAC further recommend the following rank structure for Fire Service according to the size of command.

Rank Structure for Provincialized Fire Service/Category 'A' City/State/U.T	Rank Structure for Fire Service under the Municipal corporation in cities having population 50 lakhs to 1 crore	Rank Structure for Fire Service under the Municipal corporation in cities having population 20 lakhs to 50 lakhs	Rank Structure for Fire Service under the Municipal corporation in cities having population 10 lakhs to 20 lakhs	
Director General Fire Service				
Director Fire Service	Commissioner/Fire Marshal	Chief Fire Officer	-	-
Additional Director	Additional Commissioner/Addl. Fire Marshal	Addl. Chief Fire Officer	-	-
Joint Director	Deputy Commissioner/Deputy Fire Marshal	Dy. Chief Fire Officer	Fire Officer	-
Dy. Director	Asstt. Commissioner/Asstt. Fire Marshal	Divisional Officer	Dy. Fire Officer	Supdt.
Asstt. Director	Dy. Asstt. Commissioner/Dy. Asstt. Fire Marshal	Asstt. Divisional Officer	Asstt. Fire Officer	Deputy Supdt.
Station Officer	Station Officer	Station Officer	Station Officer	Station Officer
Asstt. Station Officer	Asstt. Station Officer	Asstt. Station Officer	Asstt. Station Officer	Asstt. Station Officer
Sub Officer	Sub Officer	Sub Officer	Sub Officer	Sub Officer
Leading Fireman/Driver	Leading Fireman/Driver	Leading Fireman/Driver	Leading Fireman/Driver	Leading Fireman/Driver
Fireman	Fireman	Fireman	Fireman	Fireman

*** The post of D.G./Fire shall be based on the norm that he has 4000 *** or more personnel under his command.

The figure of 4000 is recommended taking into consideration the shift hrs. system up to the rank of Leading Fireman and below and proportionate shall be given to this effect in case of Fire Service have other duty system.

In case of hilly States, the population norms shall not be applied due to the fact in such areas the population scatters and fire risk is higher due to forestation, non availability of water sources and difficult approach due to hilly terrain.

RANK STRUCTURE FOR FIRE SERVICE HEAD QUARTERS AT COMMISSIONARY LEVEL

RANK STRUCTURE FOR PROVINCIALIZED FIRE SERVICE	RANK STRUCTURE FOR FIRE SERVICE, UNDER THE CONTROL OF MUNICIPAL CORPORATION IN CITIES HAVING POPULATION 50 LAKHS AND ABOVE
Joint Director	Deputy Commissioner Fire Service
Deputy Director	Assistant Commissioner Fire Service
Assistant Director	Deputy Assistant Commissioner Fire Service
Station Officer	Station Officer
Assistant Station Officer	Assistant Station Officer
Sub Officer	Sub Officer
Leading Fireman/Driver	Leading Fireman/Driver
Fireman	Fireman

RANK STRUCTURE FOR DISTRICT FIRE STATION

POPULATION 10 LAKHS AND ABOVE UPTO 20 LAKHS	POPULATION BELOW 10 LAKHS
District Fire Officer	
Assistant District Fire Officer Station Officer	Station Officer
Assistant Station Officer	Assistant Station Officer
Sub Officer	Sub Officer
Leading Fireman/Driver	Leading Fireman/Driver
Fireman	Fireman

A study of the burn characteristics of various Indian fabrics under conditions replicating real life fire situations has demolished a popular myth that cotton garments are safer than those made from synthetic fibres.

Based on the findings of the study, researchers have recommended that loose flowing garments are more hazardous than thicker, tight clothing. And people should not be advised to wear cotton instead of synthetic fibres as such advice gives a false sense of security.

The two year study sponsored by the World Health Organisation (WHO), was carried out at the Centre for Biomedical Engineering of the Indian Institute of Technology based in Delhi. The centre is also recognised as the WHO Collaborating Centre for Research and Training in Safety Technology.

BURNING BEHAVIOUR

While fire safety research has increasingly focused on the burning behaviour of fabrics in different settings, these studies have not covered Indian fabrics and garments.

The combustion characteristics of office and residential furnishings, aircraft and train interiors, upholstery and furnishings have also come under scrutiny.

These studies have helped to develop international standards of fire safety. But Dr Dinesh Mohan, who led the IIT team for the WHO study, says these standards (IS 11871 1986, ISO 6940 1984 and ISO 6941 1984) suffer from three major limitations:

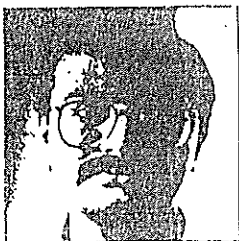
1. They are restricted to a strip test which does not mimic real life fire situations. Strip tests provide very limited information about the burning characteristics of a fabric when it actually catches fire.

2. The effect of dress type — loose versus tight fitting — has not been incorporated into these standards.

3. Most standards are for dresses and fabrics of European or North American origin. No studies have been carried out on Indian designs and materials.

OVERCOMING LIMITATIONS

The study has attempted to overcome all these limitations. In order to get data which a strip test would not provide, a burn facility was designed and set up at IIT.



DINESH SHARMA

How safe is Indian clothing?

DINESH SHARMA, our correspondent from India, brings news of a study of the burn characteristics of various Indian fabrics and suggests that US import bans on some of types of Indian clothing could be unjustified.

Studies at IIT showed that it is possible to accurately replicate the thermal properties of human tissue by using a hollow dummy made of galvanised iron filled with de-aerated water. Such a mannequin was fabricated for the study. Thermocouples were connected to the dummy and fed into a data acquisition system to record temperature characteristics of each test.

The dummy was cleaned using carbon tetrachloride and sandpaper. It was then clothed in the dress to be tested. The tight fitting tray contained cotton waste sprayed with kerosene, which was then ignited and placed under the dummy. After each test the dummy was cleaned and prepared for the next test.

The raw data generated from the burn tests was plotted to generate time-temperature histograms. This data was analysed, along with still photographs, video recordings and visual observations made during each test.

The parameters used for comparing results are:

- ignition delay
- burn times
- peak temperatures
- elevated temperature durations

These parameters, says the study, give an indication of the fabric flammability and depth of burn.

In order to study effects of dress type and fabric, a wide range of dresses were used in the tests. These could be broadly classified as men's clothes and women's dresses. Men's clothing tested for their combustion characteristics were pants and shirt, kurta pyjamas (a loose fitting Indian dress) and lungi (a long piece of cloth which is worn instead of pants).

The same (a flowing dress that covers the entire body), salwar kameez (a two-piece loose dress), and nightie were the

different types of women's dresses used for testing. For each of these dress types, burn tests were carried out for the commonly used fabrics — viz cotton, terrycotton, polyester silk and various other blends. All garments were new and tested without washing or flame retardant treatment.

The study concludes that strip tests provide only limited information on burn characteristics of a fabric. The tests revealed that broad combustion characteristics match only when the fabric was single layer, oriented vertically and loose fitting. In all other cases, strip tests cannot be used with any degree of certainty.

A major finding is that loose fitting cotton garments are very volatile. The resulting flames are very large, spread quickly over the garment. Shortly after ignition, the flames engulf the dummy completely. The fabric neither breaks nor falls off during the burning process and smoulders for a long time.

In synthetics, by sharp contrast, the flames are always localised. The combustion is less vigorous and flames travel

slowly. The fabric has a tend to shrivel and fall away. The flame size is small.

Silk is the only fabric that burns vigorously than cotton. The flame is large and moves quickly across the dress, resulting in high temperatures.

A comparison of burn characteristics of loose and tight fitting garments revealed that tight fittings are always much safer. Loose fitting garments, such as nighties, saris and kurta, burn more vigorously than tight fitting garments like jeans. Often, underclothes which fitted snugly around the dummy did not burn at all.

On the basis of these results, Dinesh Mohan recommends that all loose flowing garments are more hazardous than thicker, tight garments.

"These tests dispel the myth that it is safer to wear a cotton sari while cooking in the kitchen," he says and recommends that saris, both cotton and synthetic, should be made safer by using flame retardants in the fabric.

However, others involved in fire safety do not agree. S K Dheri, Delhi's Chief Fire Officer said, when contacted, that he had only seen a television report on the study. But, he said, it would not be correct to advise people that cottons are not safer, before the results of the IIT study are shared with all concerned agencies and discussed within a large forum.

GOVERNMENT GUIDELINES

The Delhi Government has recently issued guidelines that bar the use of synthetic materials in tents. This follows the Dwarka school fire in which 40 people perished. Mr Dheri said that the recommended use of cotton for tents was based on observations that synthetic tents, once they catch fire, start falling and burning pieces make the fire spread faster.

Dinesh Mohan replied that his study was limited to personal clothing and did not cover upholstery or materials used for tents. Scientists at the Defence Institute of Fire Research, which conducts research in various aspects of fire engineering, and has a separate protective clothing division, refused to comment on the IIT findings.

The findings of the study also contradict the US Government's contention that synthetic rayon skirts exported from India to the US are highly flammable. Based on this, the US last year banned these exports from India, hitting the garment industry hard.

Following this ban, it was made mandatory for all exporters to have flame tests carried out on skirts before exporting them to the US. However, export of cotton skirts continues.

The study has thrown up some important conclusions and issues relating to standards that need to be addressed.

The findings of the study also contradict the US Government's contention that synthetic rayon skirts exported from India to the US are highly flammable...

eport says cottons catch fire more easily than synthetics

mes of India News Service
 NEW DELHI, May 11.—
 many to conventional
 idom, wearing cotton
 is actually often more
 but than synthetic ones in a
 the startling revelation from
 year study on the subject.
 every done with a World
 Organization. First, the
 found by the study for
 the Engineering of the
 Institute of Technology.
 The startling result
 is that thick, cotton clothes
 more easily than a syn-
 also burns faster and with
 flame. Synthetic
 the, unlike conventional
 synthetics do not stick to
 while burning. The burnt
 drops off, leaving gravi-
 other words, synthetics
 out fire. The findings are
 falling down. Doesn't operate only
 when the body is horizontal; for
 instance, entering fire while lying
 in bed, when gravity can't operate.
 Thickness of the cloth and
 tightness of the weave are the
 factors to watch. Thin, loose-
 fitting or flowing garments are
 always bad, they catch fire very
 easily. And cotton is worse here
 than synthetic again, loose-
 woven clothes catch fire faster
 than tighter. The reason a lot of
 oxygen is available.
 Tight-fitting clothes and thick
 ones catch fire much less easily
 and also burn much slower.
 weather cover silk or synthetics
 is very difficult to set much per-
 ments on fire. Thus, thick han-
 loom or cotton jeans are safer than
 the rest of cotton clothes, thick
 synthetics have similar qualities.
 Incidentally, the researchers say
 that cotton carries fire in five
 seconds, found the study
 compared to 20 seconds for a syn-
 thetic one. And engulfed the body
 the, found light-fitting under-
 garments never burn completely.
 Hence, if you do come across a
 case where this has happened,
 "some hot" play should be
 suspected.
 Put in more familiar terms,
 wearing a sari, a sarwar-kamari or
 a nightgown while cooking is dan-
 gerous regardless of the fabric.
 set, asserts the study, is the most
 dangerous garment. There is six
 yards of it to burn and the fire will
 go on that much longer. And the
 flames will be very big.
 And to repeat, a synthetic sari is
 better than a cotton one. Which is
 better than a silk one. In general,
 any dress of a flowing material is a
 fire-hazard.
 A cotton sari catches fire in five
 seconds, found the study.
 compared to 20 seconds for a syn-
 thetic one. And engulfed the body
 in large, yellow flames, synthetic
 ones burnt with smaller, blue
 flames. The temperature, in a
 cotton sari's burnings while in a
 body, burnt to 200 degrees
 Centigrade in half a minute; a syn-
 thetic takes twice the time to reach
 half that intensity. Silk is worse; it
 reaches close to 300 degrees
 Centigrade in only 25 seconds.
 The "body" once someone
 enters fire, there is very little time
 to do anything, as it takes less than
 a minute. If a bucket of water is
 handy, use it immediately.
 Director, Mohan, head
 Centre, says the idea for the study
 began around six years ago, when
 they were requested by
 Doordarshan to do a short visual
 on safety tips for Diwali, meant to
 be telecast. They dressed a statue
 in cotton clothes and then in syn-
 thetic ones. And, to their shock,

found what has been described. It
 was the opposite of what the visual
 had sought to tell viewers.
 The visual was cancelled. And,
 when the WHO grant came for the
 study, they researched in detail. A
 burn facility was established, using
 a hollow dummy filled with de-
 aerated water. The dummy was
 dressed in clothes of various fabri-
 cs down to the undergarments.
 The thermal properties were
 designed to imitate the human
 body's. After each dressing, they
 tried to set the dummy clothes on
 fire. Each experiment — they did
 around 80 — was videotaped.
 To summarise, in comparing
 thin cotton to thin synthetics, the
 latter are better, safety-wise. When
 comparing thick to thick, the ver-
 dict is ambiguous. In general, says
 the study, loose-flowing garments
 are a hazard. In particular, there is
 having any hair

no evidence to suggest a cotton sar-
 is safer than a synthetic one. Both
 should, it suggests, be made safer
 with flame-retardants.
 "We are not saying cotton is bad
 or khadi is bad," clarifies Mohan,
 who wears only khadi
 clothes himself, all the time. "But
 the study shows the subject is
 much more complicated than it
 was thought to be."
 But why was none of this known
 till now? The Centre says the stan-
 dard Western tests were all done
 with synthetics, not with actual
 simulation of real-life fire situa-
 tions. As for why cotton catches
 fire so quickly, examining it under a
 microscope, it has hair, not will
 see. This is the reason, the flame
 travels up the hairs in mil-
 seconds. This flash takes place
 only on cotton, synthetics not
 having any hair

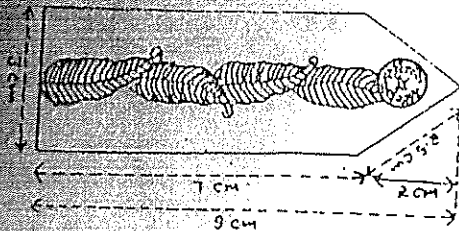
HEAD DRESS

APPENDIX 'C'

RANK	PEAK CAP	HELMET
Director General Fire Service	Two rows of silver oak leaves on peak, embroidered badge and black band placed around the head band	White with one 38 mm black band surmounted by 12.5 mm black band with 12.5 mm separation
Director Fire Service/ Fire Commissioner/ Fire Marshal	- do -	White with one 38 mm black band
Adtl. Director/ Adtl. Commissioner/ Adtl. Fire Marshal/ Chief Fire Officer	One row of Silver oak leaves on peak, embroidered badge and black band placed around the head band	White with two 19mm black band with 12.5 mm separation
Joint Director/ Deputy Commissioner/ Dy. Fire Marshal/ Dy. Chief Fire Officer/ Fire Officer	- do -	White with one 19 mm black band surmounted by 12.5 mm band with 12.5 mm separation
Dy. Director/ Asstt. Commissioner/ Asstt. Fire Marshal/ Divisional Officer/ Deputy Fire Officer/ Supdt.	Plain peak with embroidered badge	White with three 12.5 mm black band with 12.5 mm separation
Asstt. Director/ Deputy Asstt. Commissioner/ Dy. Asstt. Fire Marshal/ Asstt. Div. Officer/ Asstt. Fire Officer/ Deputy Supdt.	- do -	White with two 12.5 mm black band
Station Officer	Plain peak with metal badge	Yellow with one 12.5 mm black band
Asstt. Station Officer	Plain peak with metal badge	Yellow
Sub Officer	- do -	- do -
Leading Fireman/ Driver/ Fireman	Beret with metal badge	Black

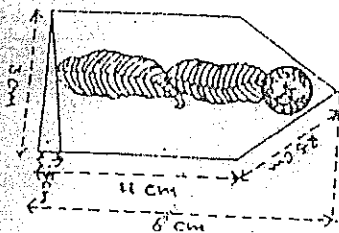
SILVER HAKEAVED/LINE
BLUE-BLACK GORGET PATCHES FOR VARIOUS RANKS.

GORGET PATCH

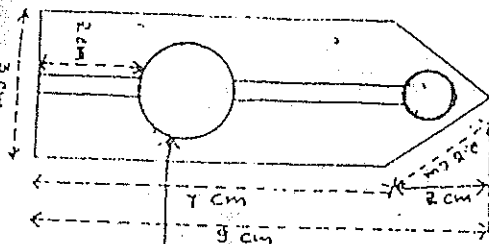


AUTHORISED RANKS

Director General Fire Services

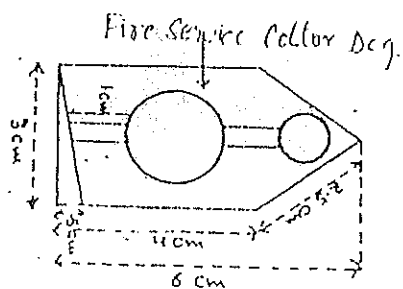


Director/Commissioner/Fire Marshal/
Chief Fire Officer/Additional
Director/Additional Commissioner



Joint Director/Deputy Commissioner/
Deputy Fire Marshal/Deputy Chief
Fire Officer.

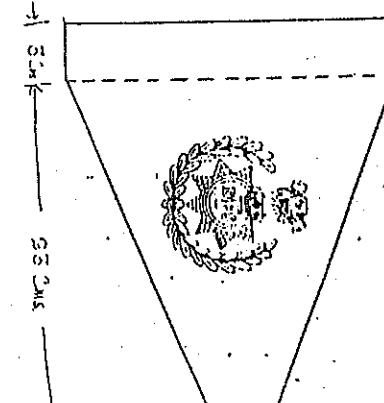
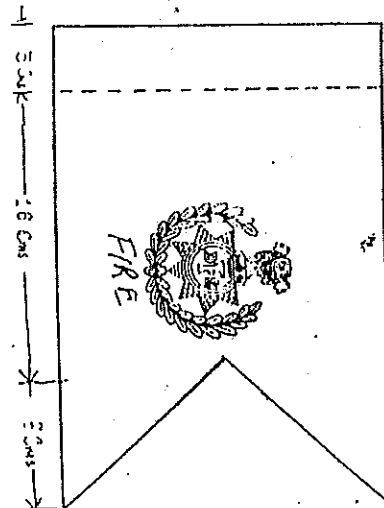
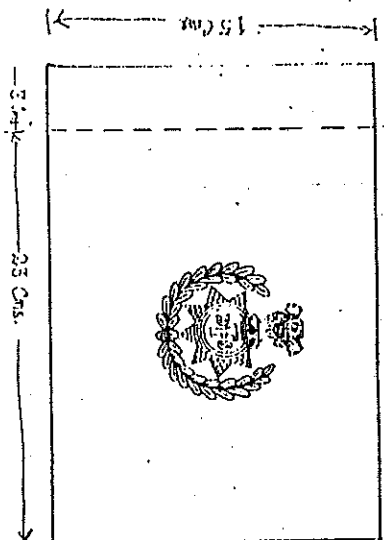
Fire Service Collar Dog



Deputy Director/Assistant Commissioner
Assistant Fire Marshal/Divisional
Officer.

CAR FLAGS FOR VARIOUS RANKS

APPENDIX 1



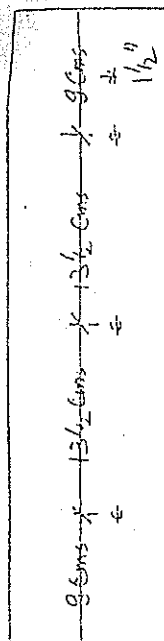
Flag made out of blue black blazer cloth with dimensions shown above for use on bonnet of Staff Car used by the Director General Fire Service

Flag made out of blue black blazer cloth with dimensions shown above for use on bonnet of Staff Car used by the Director/Commissioner/Fire Marshal/Chief Fire Officer.

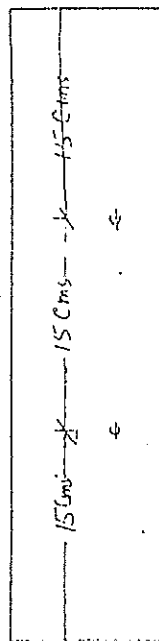
Flag made out of blue black blazer cloth with dimensions shown above for use on bonnet of Staff Car used by the Additional Director/Additional Commissioner/Additional Marshal/Additional Chief Officer.

BLUE STAR PLATES FOR VARIOUS RANKS TO BE DISPLAYED ON STAFF CAR

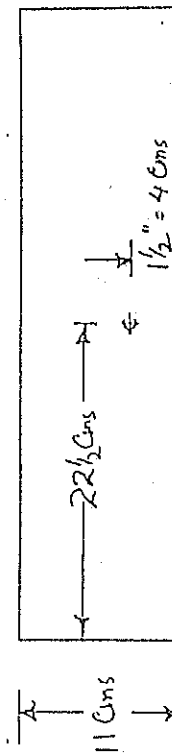
APPENDIX



Star plate to be used on the front, rear side bumper of the staff car used by Director General, Fire Service.



Star plate to be used on the front, rear side bumper of the Staff Car used by Director/Commissioner/Fire Marshal/Chief Fire Officer.



Star plate to be used on the front and rear side bumper of the Staff Car by Additional Director/Additional Commissioner/Additional Fire Marshal/Additional Chief Fire Officer.



* The eight point Star used on the Star plates shall be not less than 3" in diameter.

RECOMMENDATIONS OF THE STANDING FIRE ADVISORY COUNCIL

ITEM No. 6 : UNIFORM BADGES OF RANK FOR FIRE SERVICE PROFESSIONALS.

Keeping in view, the growth of Service in the country and thus, the size of command the SFAC recommends the following rank markings for various ranks in the Fire Services.

Sr. No.	Ranks	Badges of Rank *
1.	Fire man	Shoulder title
2.	i) Leading Fireman	One bar ½" wide and 1-1/2" long with semi circular cross section flat with bottom surface on top made out of white metal to the worn ½" from the bottom end of both shoulder straps.
	ii) Driver	2" dia, 3 spoked steering wheel embroidered in white on blue back ground worn on the right sleeve halfway between the shoulder and the elbow.
3.	Sub-Officer	One small impeller ¾" dia
4.	Assistant Station Officer	Two small impellers ¾" dia
5.	Station Officer	Three small impeller ¾" dia
6.	Asst. Director/Dy. Asst. Fire Commissioner/Dy. Asstt. Fire Marshal/ Asstt. Divisional Officer/Asstt. Fire Officer/Dy. Supdt.	Large impellers 1" dia a semi Circular wreath.
7.	Deputy Director/Assistant Commissioner/Asstt Fire Marshal/Divisional Officer/Asstt. Fire Officer/Dy. Supdt.	Large impeller 1" dia in a semi circular wreath surmounted by one small impeller ¾" in dia

* The head gear, neck gear and flag car decorations have been presented appendix 'C', 'D', 'E' & 'F' for various ranks.

No. VI-4022/1/SFAC-16/2003-DGCD(F)
Government of India/Bharat Sarkar
Ministry of Home Affairs/Grih Mantralaya

Jaisalmer House
Man Singh Road,
New Delhi-110001
the 3rd July, 2003

To

1. The Chief Secretary of all the States/STs.
2. Heads of the Fire Service of all the States/UTs.

Subject : Sub-Committee report on Uniform badges of Ranks for Indian Fire Service Professionals, Terry cot Uniform, Professional Head for fire service, Separate Post of D.G. Fire, Ranks For Service.

Sir,

I am directed to refer to this Ministry's letter of even number dated 19th June, 2003 on the subject noted above and to say that some typing mistake has been noticed on page No. 2 at Serial No. 5, 6 & 7 under Item No. 6 of the Sub-Committee Report. The Sr. No. 5, 6 and 7 be read as under:-

- | | | |
|----|--|--|
| 5. | Station Officer | Three small impellers 3/4" dia |
| 6. | Asst. Director/Dy. Asst. Fire
Commissioner/Dy. Asst
Fire Marshal/Asstt. Divisional
Officer/Asstt. Fire Officer/Dy. Supdt. | Large impellers 1" dia in a semi Circular wreath. |
| 7. | Deputy Director/Assistant
Commissioner/Asstt.
Fire Marshal/Divisional
Officer/Dy. Fire Officer/Supdt. | Large impellers 1" dia in a semi Circular wreath surmounted
by one small impeller 3/4" in dia |

You are requested to either make necessary corrections at page No. 2 in the report available with you or replace page No. 2 with the corrected page. (Copy enclosed)

Yours faithfully,

(D.K. Shami)
Dy. Fire Advisor
Tel. No. 23071169

Copy : All the Members of Standing Fire Advisory Council (as per list) for Information.



DIRECTORATE GENERAL CIVIL DEFENCE

MINISTRY OF HOME AFFAIRS, GOVERNMENT OF INDIA

EAST - BLOCK-7, LEVEL -7, R.K. PURAM, NEW DELHI-110066