

ANNEXURE - VI

GOVERNMENT OF WEST BENGAL
DEPARTMENT OF CIVIL DEFENCE
WRITERS' BUILDINGS, KOLKATA-1.

Mem: Sri N.K. De Sarkar,
Joint Secretary.

To : The 1) Controller of Civil Defence, Kolkata.
2) District Magistrate & Controller of Civil Defence,

3) Commandant, C.C.D.T.I., W.B./C.D.T.I., West Bengal.

No. 1341(30)-CD/N/1B-35/07.

Dated: 15.10.2007.

Sub: Guide Lines for engagement of Civil Defence Volunteers with effect from 01.10.2007.

The undersigned is directed to request him to follow the following guidelines regarding engagement of Civil Defence Volunteers with immediate effect:

- 1) Civil Defence Volunteers may be engaged for a period not exceeding two weeks at a stretch in a month on following occasions :-
 - a) To perform duties related to Disaster Management and Social Emergency like Accident, Boat Capsizing etc..
 - b) To perform duties relating to Festival & Fair;
 - c) To impart Civil Defence Training;
 - d) For driving of Ambulance and water tanker of Civil Defence Department; and
 - e) To meet up the necessity of C.D.T.I./C.C.D.T.I. with the approval of the Department of Civil Defence.
- 2) He is further requested to stop the existing engagement of Civil Defence Volunteers with immediate effect, excepting the occasions as laid down under Sl.No.1 above, with the request to submit requisition of allotment of fund under detailed head "02-Wages" & "50-Other Charges" to this Department with effect from 01.10.2007, in incorporating the certificate of fulfillment of conditions of engagement of Civil Defence Volunteers, as per guide lines stated above.

N.K. De Sarkar
15/10/07
(N.K. De Sarkar
Joint Secretary.