

महाराष्ट्र शासन

क्र.मअसे/५३/२०२३/७०३

दूरध्वनी: २६६७७५५५

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महाराष्ट्र अग्निशमन सेवा संचालनालय,

महाराष्ट्र अग्निशमन सेवा अकादमी,

विद्यानगरी, हंस भुग्रा मार्ग,

सांताक्रूझ-पूर्व, मुंबई-४०० ०९८.

दिनांक : २१.०४.२०२३

२४

कालमर्यादा दि.१५.०५.२०२३

प्रति,

मा.आयुक्त तथा संचालक,

नगरपरिषद प्रशासन संचालनालय,

७ वा मजला, बेलापूर भवन,

नवी मुंबई महानगरपालिका इमारत,

सी.बी.डी.बेलापूर, नवी मुंबई-४००६१४.

विषय : राष्ट्रीय अग्निशमन सेवा महाविद्यालय, नागपूर येथे जुलै-२०२३ मध्ये आयोजित होणा-या विविध पाठयक्रमांबाबत.

संदर्भ : राष्ट्रीय अग्निशमन सेवा महाविद्यालय, नागपूर यांचे पत्र क्र.एफसी/७६-१२/२०२१, दि.०५.०४.२०२३

महोदय,

राष्ट्रीय अग्निशमन सेवा महाविद्यालय, नागपूर यांनी उपरोक्त संदर्भान्वये पाठविलेला सन जुलै-२०२३ मध्ये आयोजित होणा-या विविध पाठयक्रमांचा कार्यक्रम सोबत जोडला आहे. तसेच पाठयक्रमाच्या प्रवेशासंबंधी अटी व शर्ती व अर्जाचा नमुना इत्यादी माहितीही सोबत जोडली आहे. पाठयक्रमांच्या शिफारशी या संचालनालयास पाठविण्याची अंतिम तारीख संबंधीत पाठयक्रमाच्या समोर दर्शविली आहे. त्यानुसार पाठयक्रमाच्या शिफारशी विहित नमुन्यात शिफारस पत्रासह दोन प्रतीत पाठविण्यांत याव्यात.

सब आफीसर पाठयक्रम, स्टेशन ऑफीसर अॅण्ड इन्स्ट्रक्टर पाठयक्रम आणि डिक्विजनल ऑफीसर पाठयक्रमासाठी लागणारी अर्हता पुढीलप्रमाणे आहे.

अ.क्र	पाठयक्रमाचे नाव	पाठयक्रमसाठी आवश्यक असणारी अर्हता
१	एक्सटर्नल सब-ऑफिसर्स पाठयक्रम	१.किमान एस.एस.सी.उत्तीर्ण असावा. २.पुरस्कृत कर्मचारी हा किमान ०२ वर्षे नियमित अग्निशामक/ किंवा त्यावरील पदावर कार्यरत असावा किंवा पुरस्कृत कर्मचारी हा किमान ०१ वर्षे नियमित लिडींग फायरमन/ड्रायवर कम पंप ऑपरेटर किंवा त्यावरील पदावर कार्यरत असावा ३.या अकादमीचा ०६ महिने कालावधीचा अग्निशामक प्रशिक्षण पाठयक्रम पूर्ण केलेला असावा किंवा ०३ महिने कालावधी प्राथमिक अग्निशमन प्रशिक्षण पाठयक्रम पूर्ण केलेला असावा. ४.पुरस्कृत कर्मचा-यांचे वय ४५ वर्षांपेक्षा अधिक नसावे. (डिसेंबर २०२७ पर्यंत वयोमर्यादा ०५ वर्षांपर्यंत शिथिल करण्यांत आली आहे)
२	स्टेशन ऑफिसर्स अॅण्ड इन्स्ट्रक्टर्स पाठयक्रम	१.पुरस्कृत कर्मचारी/अधिकारी हा किमान ०२ वर्षे नियमित सब ऑफीसर किंवा ०५ वर्षे लिडींग फायरमन/ड्रायवर कम पंप ऑपरेटर या पदावर कार्यरत असावा २.राष्ट्रीय अग्निशमन सेवा महाविद्यालयाचा सब ऑफीसर्स पाठयक्रम पूर्ण

		केलेला असावा किंवा ०१ वर्ष कालावधीचा उपस्थानक अधिकारी आणि अग्निप्रतिबंधक अधिकारी प्रशिक्षण पाठयक्रम पूर्ण केलेला असावा. ३.पुरस्कृत अधिकारी/ कर्मचा-यांचे वय ५० वर्षांपेक्षा अधिक नसावे. (डिसेंबर २०२७ पर्यंत वयोमर्यादा ०५ वर्षांपर्यंत शिथिल करण्यांत आली आहे) ४.जड वाहन चालविण्याचा वैध परवाना (पाठयक्रमाचा कालावधी पूर्ण होईपर्यंत)
३	डिक्कीजनल ऑफिसर्स पाठयक्रम	पुरस्कृत कर्मचारी/अधिकारी हा किमान ०२ वर्षे नियमित स्टेशन ऑफीसर किंवा त्यावरील या पदावर कार्यरत असावा २.राष्ट्रीय अग्निशमन सेवा महाविद्यालयाचा स्टेशन ऑफीसर्स अॅण्ड इंस्ट्रक्टर्स पाठयक्रम पूर्ण केलेला असावा ३.जड वाहन चालविण्याचा वैध परवाना (पाठयक्रमाचा कालावधी पूर्ण होईपर्यंत)

०२. राष्ट्रीय अग्निशमन सेवा महाविद्यालय, नागपूर यांनी पाठविलेला सन जुलै-२०२३ मध्ये आयोजित होणा-या विविध पाठयक्रमांचा वार्षिक कार्यक्रम सोबत जोडला आहे. तसेच पाठयक्रमाच्या प्रवेशासंबंधी अटी व शर्ती व अर्जाचा नमुना इत्यादी माहितीही सोबत जोडली आहे. पाठयक्रमांच्या शिफारशी या संचालनालयास पाठविण्याची अंतिम तारीख संबंधीत पाठयक्रमाच्या समोर दर्शविली आहे. त्यानुसार पाठयक्रमाच्या शिफारशी विहित नमुन्यात शिफारस पत्रासह दोन प्रतीत राज्यातील सर्व नगरपालिका/नगरपरिषदा/नगरपंचायती यांचेकडून मागविण्यांत येऊन आपल्यामार्फत या संचालनालयास दोन प्रतीत पाठविण्यांत याव्यात.

०३. या कार्यालयाच्या क्र.५२७/अस/नपा-९६/सीआर-६५, दि.१०.१२.१९९६ च्या पत्रामधील परि.क्र.४ (अ) नुसार कोणत्याही अधिकारी वर्गाच्या पाठयक्रमासाठी शिफारशी पाठविताना अशा कर्मचा-यांनी प्रथम कार्यरत पदावर आवश्यक असलेले प्रशिक्षण व पात्रता पूर्ण करणे आवश्यक आहे. उदा.अग्निशामक पदावर कार्यरत असलेल्या कर्मचा-यास जर सब ऑफीसर पाठयक्रमासाठी अर्ज करावयाचा असल्यास त्याने प्रथम अग्निशामक पदाचे प्रशिक्षण पूर्ण करणे आवश्यक आहे. (या संचालनालयामार्फत महानगरपालिका यांच्या अग्निशमन सेवेतील कर्मचा-यांसाठी आयोजित करण्यांत येणारा प्राथमिक अग्निशमन पाठयक्रमासाठी वयाची मर्यादा १८ ते ४५ वर्षे इतकी आहे. त्यामुळे जे कर्मचारी अग्निशामक पदावर कार्यरत आहेत व त्यांचे वय ४५ वर्षांपेक्षा जास्त आहे अशा कर्मचा-यांना सब ऑफीसर पाठयक्रमासाठी अर्ज करण्यासाठी ही अट शिथिल करण्यांत येत आहे).

०४. प्रवेश अर्जात दर्शविल्याप्रमाणे पुरस्कृतकर्त्याचे प्रमाणपत्र, उमेदवारांच्या स्वास्थ व सेवा जेष्ठतेबाबतची विहित नमुन्यातील हमीपत्रे अग्निशमन सेवेच्या विभाग प्रमुखांनी स्वाक्षरी करून जोडणे आवश्यक आहे. वैद्यकीय फिटनेस प्रमाणपत्र मुख्य वैद्यकीय अधिकारी, शासकीय रुग्णालय आणि पुरस्कृत करणा-या अधिका-याने प्रमाणित करणे आवश्यक आहे. एक्सटर्नल सब-ऑफिसर्स पाठयक्रम, स्टेशन ऑफिसर्स पाठयक्रम, डिक्कीजनल ऑफिसर्स पाठयक्रम, या पाठयक्रमांसाठी वयोमर्यादा शिथिल करण्यांत आली आहे याची कृपया नोंद घ्यावी.

०५. जुलै-२०२३ मध्ये आयोजित होणा-या एक्सटर्नल सब-ऑफिसर्स, स्टेशन ऑफिसर्स अॅण्ड इंस्ट्रक्टर्स, डिक्कीजनल ऑफिसर्स पाठयक्रमांचा क्रमांक, कालावधी व या संचालनालयास अर्ज पोहचण्याची अंतिम तारीख याबाबतचा संक्षिप्त तपशील पुढीलप्रमाणे आहे.

अ. क्र.	पाठयक्रमाचे नाव	कालावधी	पाठयक्रमाचा कालावधी	या संचालनालयास शिफारशी पाठवायची अंतिम तारीख
१	५० वा एक्सटर्नल सब-ऑफिसर्स कोर्स	२५ आठवडे	दि.१०.०७.२०२३ ते दि.२९.१२.२०२३	दि.१५.०५.२०२३
२	८७ वा स्टेशन ऑफिसर्स अॅण्ड इंस्ट्रक्टरस कोर्स	२५ आठवडे	दि.१७.०७.२०२३ ते दि.०५.०१.२०२४	दि.१५.०५.२०२३
४	७७ वा डिव्हीजनल ऑफिसर्स कोर्स	२२ आठवडे	दि.१०.०७.२०२३ ते दि.०८.१२.२०२३	दि.१५.०५.२०२३

०६. वरील तत्क्यामध्ये दर्शविल्याप्रमाणे नगरपालिका/नगरपरिषदा/नगरपंचायती यांच्या अग्निशमन सेवेतील अधिकारी/कर्मचारी यांच्या शिफारशी अंतिम दि.१५.०५.२०२३ पूर्वी दोन प्रतीमध्ये शिफारसपत्र व इतर सहपत्रासह (शैक्षणिक, तांत्रिक अर्हता, वय, ओळखपत्र, वाहन चालविण्याचा परवाना, नेमणुक पत्र, वेतन प्रमाणपत्र (वेतनश्रेणी दर्शविणारी) वेदयकीय प्रमाणपत्र इ. प्रती) महाराष्ट्र अग्निशमन सेवा संचालनालयास पाठविण्यांत याव्यात. प्रत्येक संवर्गातील पदांमधील प्रत्येकी जास्तीत जास्त १ शिफारस अर्ज तर प्रत्येक पाठयक्रमासाठी जास्तीत जास्त ०६ शिफारशी पाठविण्यांत याव्यात. शिफारस पाठविणा-या अधिकारी/कर्मचा-यांची सेवाजेष्ठतेनुसार नांवे शिफारस पत्रात उल्लेख करणे अनिवार्य आहे. तसेच ज्या अधिकारी/कर्मचा-यांची सेवा अधिक झाली आहे त्यांनाच प्रशिक्षणासाठी पाठविण्यांसाठी प्राधान्य देण्यांत यावे. तसेच शिफारशी पाठवितांना खालील नमूद केलेल्या बाबींचे तसेच राष्ट्रीय अग्निशमन सेवा महाविद्यालय, नागपूरच्या सोबत जोडलेल्या अटी व शर्तीचे अवलोकन करण्यांत यावे.

१. नगरपरिषदा/नगरपंचायती अंतर्गत अग्निशमन सेवांमध्ये राज्यस्तरीय अग्निशमन अधिकारी यांचा संवर्ग तयार असल्यामुळे राष्ट्रीय अग्निशमन सेवा महाविद्यालय, नागपूर येथे आयोजित होणा-या स्टेशन ऑफीसर अॅण्ड इंस्ट्रक्टरस पाठयक्रमासाठी व डिव्हीजनल ऑफीसर पाठयक्रमासाठी शिफारशी या सेवाजेष्ठतेनुसार या संचालनालयाकडे पाठविण्यांत याव्यात.
२. राष्ट्रीय अग्निशमन सेवा महाविद्यालय, नागपूर च्या प्रवेश अर्जातील परिशिष्ट ड मध्ये सेवाजेष्ठता क्रमांक नमूद करुन शिफारस करण्यांत येणा-या अधिका-यांची नांवे त्यासमोर दर्शविण्यांत यावीत.
३. परिशिष्ट ड मधील मुददया क्र.२ चे अवलोकन करुन त्याप्रमाणे कार्यवाही करावी.
४. शिफारशी नगरपरिषद/नगर पंचायतीच्या मुख्याधिका-यामार्फत आपणाकडे प्राप्त होणे अनिवार्य आहे. वैयक्तिक रित्या केलेल्या शिफारशींचा विचार करण्यांत येऊ नये. आपणाकडून शिफारस करणा-या अधिकारी/कर्मचारी पाठयक्रमाच्या अटी पूर्ण करीत आहेत किंवा नाही याची खातरजमा करावी.
५. प्रत्येक पाठयक्रमासाठी जास्तीत जास्त ०४ शिफारशी पाठविण्यांत याव्यात.
६. सेवाजेष्ठता यादीतील अनुक्रमांनुसार अधिका-यांच्या शिफारशी पाठविण्यांत याव्यात. जे अधिकारी पाठयक्रम करण्यांस इच्छुक नाहीत त्यांचेकडून तसा लेखी अर्ज घेण्यांत यावा. त्यामुळे भविष्यात पदोन्नती देतांना कायदेशीर बाबी उदभवणार नाहीत.

आपला विश्वासू,

(एस.एस.वारीक)

संचालक,

महाराष्ट्र अग्निशमन सेवा

सहपत्र : वरीलप्रमाणे

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(२) उपायुक्त, नगरपालिका प्रशासन संचालनालय, बेलापूर, नवी मुंबई ४००६१४
(३) सर्व मुख्याधिकारी, नगरपालिका/नगरपरिषदा/नगरपंचायती

ADMISSION SCHEDULE FOR PROFESSIONAL COURSES- JULY 2023

The admission schedule to next session i.e 77th Divisional Officers Course 87th Station Officer & Instructors Course 50th External Sub Officers Course and 94th Sub Officers Course to be commenced from 10th July 2023 has been started.

S. No	Schedule	Date
1.	Last date of receipt of application form	31 st May, 2023
2.	Issuance of Allotment Order	23 rd June, 2023
3.	Date of reporting at NFSC	On or before 9 th July 2023

Important Instructions:

1. All the columns of the prescribed application form shall be completed in all respects.
2. The last date of receipt of application form is **31/05/2023**. Late receipt of applications will not be entertained.
3. The date on which the physical hard copy of application is delivered at NFSC, Nagpur will be considered as the date of receipt of Application Form.
4. Application form should be addressed to **The Director, National Fire Service College, Ministry of Home Affairs, Government of India, Takli Feeder Road, Raj Nagar, Nagpur-440013 (Maharashtra).**

While filling the application form, it must be duly certified by his employer/Head of Department. The application of in-service candidate **not** forwarded by the under mentioned authorities with covering letter will summarily be rejected.

Sr. No	Category	Forwarding Authority/signatory
a)	Central Government/State Government Department	Head of Department /Director/Administrative Officer
b)	State Fire Service	The Director, State Fire Services
c)	Autonomous Body /Board	The Secretary / Director
d)	Local Bodies	The Municipal Commissioner or the Chief Executive Officer of Local Body
e)	Public Sector Undertaking	H.R. in- charge /HOD

5. **Qualifying Service/experience details shall be mentioned properly along with relevant documents, viz. Appointment Order, Pay Slip etc.**
6. All Annexures duly filled and signed by appropriate authority, viz. Annexure- **A, B C & D** along with Medical Fitness Certificate- certified by Civil Surgeon shall be submitted by the applicant.
7. The candidate applying for Divisional Officers Course must ensure the **validity of Transport driving license.**
8. The List of candidates admitted for respective training program will be published on the college website along with **common Allotment orders.**
NO HARD COPY WILL BE FORWARDED

DIRECTOR



भारत 2023 INDIA
ONE EARTH • ONE FAMILY • ONE FUTURE



आज़ादी का
अमृत महोत्सव

भारत सरकार
गृह मंत्रालय
राष्ट्रीय अग्निशमन सेवा महाविद्यालय
राजनगर, नागपुर - 440013



GOVERNMENT OF INDIA
MINISTRY OF HOME AFFAIRS
NATIONAL FIRE SERVICE COLLEGE
Rajnagar, **NAGPUR - 440 013**

Telephone-one No. 0712-2982225 Telefax No. 2982224 website:- nfscnagpur.nic.in, email:- nfscnagpur-mha@nic.in
NO. FC/70-2/2023 Dated:-02nd January 2023

REVISED-TRAINING CALENDAR FOR THE YEAR 2023-24

S.No.	Name of Course	Intake Capacity	Duration	Course duration	DATE	
					From	To
1	49th Sub-Officers'Course	60 per RTC	25 Weeks	February to July	6/Feb/23	28/Jul/23
	Sub-Officers'Course (DGR)	10	33 Weeks	February to Sept.	6/Feb/23	22/Sep/23
	94th Sub-Officers Course (NFSC)	30	25 Weeks	February to July	6/Feb/23	28/Jul/23
2	86th Station Officers' & Instructors' Course	60	25 Weeks	February to July	6/Feb/23	28/Jul/23
3	76th Divisional Officers'Course	60	22 Weeks	February to July	6/Feb/23	9/Jul/23
4	Training of Trainers (TOT)	30	2 weeks	Febraury	6/Feb/23	17/Feb/23
5	National Building Code	30	2 weeks	March	13/Mar/23	24/Mar/23
6	Training of Trainers (TOT)	30	2 weeks	April	17/Apr/23	28/Apr/23
7	Disaster Management in Fire Services	30	1 week	May	8/May/23	12/May/23
8	9th Batch B-Tech (Fire Engineering)	69/YEAR	4 Years	Jul-22	In accordance with AICTE & RTMNU Norms	
9	50th Sub-Officers'Course	60 per RTC	25 Weeks	July to December	10/Jul/23	29/Dec/23
	Sub-Officers'Course (DGR)	10	33 Weeks	Jul-23 to Feb-24	10/Jul/23	25/Feb/24
	95th Sub-Officers Course (NFSC)	30	25 Weeks	February to July	10/Jul/23	29/Dec/23
10	87th Station Officers' & Instructors' Course		25 Weeks	Jul-23 to Jan-24	17/Jul/23	5/Jan/24
11	77th Divisional Officers' Course	60	22 Weeks	July to December	10/Jul/23	8/Dec/23

12	Training of Trainers (TOT)	60	2 weeks	July	24/Jul/23	4/Aug/23
13	Urban Search & Rescue Course	30	2 weeks	August	21/Aug/23	1/Sep/23
14	Training of Trainers (TOT)	30	2 weeks	September	11/Sep/23	22/Sep/23
15	HazMat Specialist Course	30	2 weeks	October	9/Oct/23	20/Oct/23
16	Training of Trainers (TOT)	30	2 weeks	October	30/Oct/23	10/Nov/23
17	Breathing Apparatus Course	30	1 week	November	20/Nov/23	24/Nov/23
18	Computational Fluid Dynamics	30	2 weeks	December	4/Dec/23	15/Dec/23

DIRECTOR

आवेदन पत्र / APPLICATION FORM

विभागीय मनोनीत उम्मीदवार

DEPARTMENTAL NOMINATED CANDIDATES

महत्वपूर्ण निर्देश / Important Instructions:-

- अपूर्ण आवेदन पत्र पर विचार नहीं किया जाएगा। / INCOMPLETE APPLICATION FORM SHALL NOT BE CONSIDERED.
- पूर्ण रूप से भरा हुआ आवेदन पत्र अंतिम तिथि तक इस कॉलेज में पहुंच जाना चाहिए।
Application Form completed in all respects should reach to this College by the last date.

आवेदक द्वारा भरा जाना है / TO BE FILLED BY APPLICANT

1. उम्मीदवार की सामान्य जानकारी / Candidate's General Information

1.1	पाठ्यक्रम का नाम और प्रारंभ होने की तिथि Name of the Course and Date of commencement		स्वयं का रंगीन फोटो चिपकाएँ / Paste your color photograph
1.2	पूरा नाम हिंदी में (स्पष्ट शब्दों में) / Full name in Hindi (in clear words)		
1.3	अंग्रेजी में पूरा नाम (केवल बड़े अक्षरों में) / Full Name in English (BLOCK LETTERS ONLY)		
1.4	पदनाम / Designation		
1.5	लिंग (अन्य/महिला/पुरुष/) Gender (Male/Female/Other)		

1.7	जन्म तिथि (दिन/माह/वर्ष) Date of Birth (DD/MM/YYYY)	
1.7	अभ्यर्थी का पूर्ण पता पिन कोड के साथ/Full Address of the Applicant for Correspondence along with PIN Code	
1.8	ईमेल आईडी / Email Id मोबाइल नंबर / Mobile No.	

2. **शैक्षिक योग्यता / Educational Qualification (नोट / Note:** यदि आवश्यक हो तो अलग पेज जोड़ें। / Add separate page if required. कृपया सहायक दस्तावेज की प्रति संलग्न करें। / Please enclose copy of supporting document.)

2.1 **एनएफएससी से उत्तीर्ण पाठ्यक्रमों का विवरण / Details of Courses Passed from NFSC**

Sr. No.	Course Name	Batch No.	Roll No.	Year of Passing	Percentage
2.1.1					
2.1.2					

2.2 **अन्य शैक्षिक विवरण / Other Educational Details:-**

Sr. No.	Course Name	School/College	Roll No.	Year of Passing	Percentage
2.2.1	10th				
2.2.2	12th				
2.2.3	Diploma				
2.2.4	Graduation				
2.2.5	Post-Graduation				

3. अनुभव का विवरण / Details of Experience

(नोट / Note: यदि आवश्यक हो तो अलग पेज जोड़ें। / Add separate page if required. कृपया सहायक दस्तावेज की प्रति संलग्न करें। / Please enclose copy of supporting document.)

Sr. No.	Department/ Organisation	Designation	Period		Pay Scale	Whether supporting document is enclosed like Appointment Order in each Column/category, PAY SLIP YES/NO
			From	To		
3.1						
3.2						
3.3						
3.4						
3.5						

4. ड्राइविंग लाइसेंस का विवरण / Details of Driving Licence

Sr. No.	Licensing Authority	Vehicle Class	Driving Licence No.	Issue Date	Licence Validity Date
4.1					

नोट / Note: कृपया सहायक दस्तावेज की प्रति संलग्न करें। / Please enclose copy of supporting document.

उम्मीदवार द्वारा घोषणा / DECLARATION BY THE CANDIDATE

1. मैंने उक्त पाठ्यक्रम में प्रवेश के लिए संबंधित निर्देश पढ़ लिए हैं और उसमें निर्धारित नियमों और शर्तों का पालन करने के लिए सहमत हूँ। / I have read the relevant instructions for admission to the said course and agree to abide by the rules and conditions prescribed therein.
2. मैं एतद्वारा राष्ट्रीय अग्निशमन सेवा महाविद्यालय, नागपुर के प्राधिकारियों को प्रशिक्षण के दौरान मुझे हुई किसी भी हानि या चोट या क्षति या किसी अन्य विकलांगता या मृत्यु के लिए सभी जिम्मेदारियों से मुक्त करता हूँ। / I hereby absolve the authorities of the National Fire Service College, Nagpur from all the responsibilities for any loss or injury or

- damages or any other disability suffered by me or death while under training.
3. मैं सत्यनिष्ठा से घोषणा करता हूँ कि आवेदन पत्र में मेरे द्वारा दिये गये तथ्य सही हैं /
I hereby solemnly declare that the facts given by me in the application are correct.
 4. मैं समझता हूँ कि किसी भी स्तर पर मेरी जानकारी के असत्य या गलत पाए जाने की स्थिति में, मेरी उम्मीदवारी बिना किसी सूचना के रद्द /समाप्त की जा सकती है। / I understand that in the event of my information being found false or incorrect at any stage, my candidature shall be liable to cancellation / termination without notice.
 5. मैं सभी तरह से चिकित्सकीय रूप से फिट हूँ और क्लोस्ट्रोफोबिया, या किसी अन्य शारीरिक कमी का शिकार नहीं हूँ जो मुझे इस तरह के कठिन प्रशिक्षण से गुजरने से रोकता है। / I am medically fit in all respects and not a victim of claustrophobia, or any other physical deficiency which prevents me to undergo such strenuous training.
 6. मैं एतद्वारा यह वचन देता हूँ कि जब भी कॉलेज की आवश्यकता होगी, पाठ्यक्रम पास करने के बाद के दो वर्षों के दौरान अस्थायी असाइनमेंट पर शिक्षण कर्तव्यों पर राष्ट्रीय अग्निशमन सेवा कॉलेज की सेवा करूंगा। / I hereby undertake to serve the National Fire Service College on Instructional duties on temporary assignment during the two years following my passing the course, whenever required by the College.
 7. किसी भी स्तर पर उत्पन्न होने वाले और कानूनी कार्यवाई के लिए अग्रणी कोई भी विवाद केवल नागपुर शहर में न्यायालयों के अधिकार क्षेत्र में होगा Any disputes arising and leading to legal proceedings at any stage shall be within the jurisdiction of the courts in Nagpur City only.

**आवेदक के हस्ताक्षर /
Signature of the Applicant**

स्थान /Place:

दिनांक /Date:

कार्यालय प्रमुख द्वारा घोषणा-पत्र

DECLARATION BY THE HEAD OF DEPARTMENT

(कार्यालय प्रमुख द्वारा भरा जाए | TO BE FILLED BY HEAD OF DEPARTMENT)

कार्यालय प्रमुख का पदनाम, पूर्ण पता पिनकोड सहित Name and Address of the Head of the Department with PIN Code	Name	
	Designation	
	Address	
	PIN CODE-	
	Telephone Nos.	
Email-ID		

I उपर्युक्त घोषणा-पत्र पर श्री _____ ने मेरी उपस्थिति में हस्ताक्षर किये हैं।

The above declaration has been signed by Shri _____ in my presence.

II आवेदन पत्र में शैक्षणिक/व्यावसायिक योग्यता, अनुभव संबंधित दिये गये तथ्य को कार्यालय रिकार्ड से सत्यापित किया गया तथा सही पाया गया है।

The facts stated in the application in respect of Educational/ Professional qualification, experience are verified from the office records and are found correct.

III मेरे द्वारा प्रमाणित तथ्य यदि गलत पाये गये तो विभागीय अभ्यर्थी को वापिस भेजा जायेगा तथा मेरे विभागीय अभ्यर्थी को महाविद्यालय द्वारा आयोजित पाठ्यक्रमों में प्रवेश पर दो वर्ष के लिए रोक लगेगी।

The facts certified by me, if found false, the nominated Departmental candidate is liable to be sent back and the departmental candidate is liable to be debarred for 2 years for admission to the courses conducted by the College.

IV मैं इस प्रार्थी को अस्थायी रूप से दो साल की अवधि के लिये शिक्षा देने सम्बन्धित सेवा हेतू जब भी राष्ट्रीय अग्निशमन सेवा महाविद्यालय को आवश्यकता होगी छोड़ने के लिये सहमत हूँ। (केवल प्रायोजित प्रार्थियों के लिये)

I agree to spare this candidate to serve the National Fire Service College on Instructional duties on temporary assignments during the two years following his passing the course whenever required by the College authorities.

V क्या प्रार्थी पर न्यायिक/सतर्कता/वीजीलन्स मामलें दर्ज हुए हैं? यदि हाँ तो उनका संपूर्ण विवरण संबंधित दस्तावेज सहित प्रस्तुत किजिए। हाँ/नहीं।

Is any Court/Vigilance case registered upon the candidate? If so, provide full details along with relevant documents :- YES/NO

VI प्रार्थी का भारी वाहन अनुज्ञप्ति पत्र मेरे द्वारा सत्यापित किया गया है एवं उसकी प्रतिलिपि इस आवेदन पत्र के साथ अग्रेषित की जाती है।

Heavy Motor Driving Licence of the applicant is verified by me and the copy of the same is enclosed along with forwarding letter.

हस्ताक्षर /पदनाम तथा मोहर
Signature of Head of Department
Designation and Seal

स्थान/Place
तारीख/Date

MEDICAL AND PHYSICAL FITNESS UNDERTAKING**(कार्यालय प्रमुख द्वारा भरा जाए | TO BE FILLED BY HEAD OF DEPARTMENT)**

मैं श्री _____ पदनाम _____ एतद्वारा यह प्रमाणित करता हूँ कि श्री _____ पदनाम _____ जिन्हें राष्ट्रीय अग्निशमन सेवा महाविद्यालय, नागपुर में होने वाले _____ पाठ्यक्रम में नामित किया जाता है वे मुख्य चिकित्सा अधिकारी, जिनका प्रमाणपत्र संलग्नित है द्वारा प्रमाणित उक्त पाठ्यक्रम को पूर्ण करने के लिए चिकित्सीय और शारिरीक स्वस्थता का अनुपालन करते हैं। प्रशिक्षण के दौरान किसी भी चिकित्सीय जटिलता के मामले में यह महाविद्यालय को जिम्मेदार नहीं ठहराया जाएगा। मैं यह भी घोषणा करता हूँ कि मेरा संगठन मुझे यह प्रमाणपत्र जारी करने के लिए अधिकृत करता है।

कार्यालय प्रमुख के हस्ताक्षर
कार्यालय मोहर सहित

स्थान:-

दिनांक:-

नोट:-

1. कार्यालय प्रमुख के हस्ताक्षर एवं मोहर के बिना आवेदन प्रपत्र अस्विकृत होगा।
2. चिकित्सीय स्वस्थता केवल पंजीकृत चिकित्सक/मुख्य चिकित्सा अधिकारी द्वारा प्रमाणित एवं कार्यालय प्रमुख द्वारा हस्ताक्षरित मान्य होगा।

I, Shri _____ Designation

_____ hereby certify that Shri _____
Designation _____ nominated for _____
_____ Course at National Fire Service College, Nagpur, is
Medically and Physically fit to undergo the said course, as certified by the Chief Medical Officer
(Certificate enclosed). The candidate complies with the Medical and Physical fitness required for
admission into the course nominated by me. In case of any medical complications during
training, NFSC shall not be held responsible. I also declare that my organization authorizes me
to issue this certificate.

SIGNATURE & SEAL OF HEAD OF DEPARTMENT

Place:-

Date:-

**NOTE:- 1. IF NAME AND SEAL OF DEPARTMENTAL AUTHORITY IS NOT MENTIONED THEN
FORM WILL BE REJECTED.**

**2. MEDICAL FITNESS IS TO BE CERTIFIED BY REGISTERED MEDICAL PRACTITIONER/CHIEF
MEDICAL OFFICER AND BY DEPARTMENTAL AUTHORITY.**

चिकित्सा प्रमाणपत्र

अभ्यर्थी द्वारा प्रस्तुत किया जाने वाला चिकित्सा अधिकारी सरकारी चिकित्सालय द्वारा जारी किया गया

एसओ/ एसटीओ /डीओ पाठ्यक्रम में प्रवेश हेतु

(प्रमाण पत्र जारी करने वाले चिकित्सक की हस्तलिपि में लिखा जाना है)

प्रमाणित किया जाता है कि मैं डॉ. _____ पंजीकरण संख्या _____ ने श्री/कु _____ के _____ पुत्र/पुत्री जो _____ के निवासी है उनकी जांच की है और उसे चिकित्सकीय रूप से योग्य और निम्नलिखित शारीरिक मानकों को पूरा करते हुए पाया है।

अ) लिंग पुरुष/महिला/अन्य (जो लागू न हो उसे काट दें)

ब) शारीरिक मानकों

i) ऊंचाई सेमी।

ii) वजन किलोग्राम।

iii) छाती सामान्य _____ विस्तारित _____

स) दृष्टि की तीक्ष्णता:

i) दृष्टि: बाएँ _____ दाएँ _____

(कृपया प्रत्येक आँख की दृष्टि स्थिति का अलग-अलग उल्लेख करें)

ii) मेरे द्वारा जांचे गए व्यक्ति को वर्णान्धता नहीं है

घ) वह निम्नलिखित में से किसी भी विकलांगता से पीड़ित नहीं है:

i) भीतर मुड़े घुटने

ii) सपाट पैर

iii) भेंगापन

iv) हकलाना

v) वह किसी भी शारीरिक या मानसिक दोष से मुक्त है

मुख्य चिकित्सा अधिकारी के हस्ताक्षर

स्थान:

दिनांक:

**MEDICAL CERTIFICATE FROM CHIEF MEDICAL OFFICER OF A GOVERNMENT HOSPITAL
TO BE PRODUCED BY CANDIDATES FOR ADMISSION INTO SO/ STO/ DO COURSE**

(TO BE WRITTEN IN THE HANDWRITING OF THE DOCTOR ISSUING THE CERTIFICATE)

Certified that I, Dr. _____ Regd.No _____ has examined
Shri/Ku _____ Son/Daughter of _____
resident of _____ and found him /her medically fit and fulfilling the following
physical requirements.

a) Gender

Male/Female/Other (Strike out which is not applicable)

b) Physical standards

i) Height cms.

ii) Weight..... kgs.

iii) Chest Normal _____ Expanded _____

c) Acuity of vision:

i) Vision: Left _____ Right _____.

(Please mention vision status of each eye separately)

ii) The person examined by me does not have colour blindness

d) He/She does not suffer from any of the following disabilities -

i) Knock-knee

ii) Flat foot

iii) Squint eyes

iv) Stammering

v) He is free from any physical or mental defect

**Signature of Chief Medical Officer
Designation**

Stamp:

Office Seal

Place:

Date:

विभागीय प्राधिकारियों द्वारा वरिष्ठता का दायित्व

(विभाग प्रमुख द्वारा भरा जाना है)

में, _____, इस विभाग के निम्नलिखित उम्मीदवारों के विभागीय प्राधिकारी/अग्रेषण प्राधिकारी होने के नाते, यह वचन देता/देती हूं कि विभाग/राज्य द्वारा बनाए गए वरिष्ठता सूची के अनुसार नामांकित उम्मीदवार/उम्मीदवारों को सूचीबद्ध किया जाता है/हैं। मैंने इसके अलावा _____ (पाठ्यक्रम का नाम और बैच संख्या) पाठ्यक्रम के लिए अन्य कोई नामांकन नहीं भेजा है। (कृपया 20 से अधिक उम्मीदवारों के लिए अलग कागज पर संलग्न करें)

वरियता क्रमांक	उम्मीदवार का नाम	पदनाम	वरियता क्रमांक	उम्मीदवार का नाम	पदनाम
1			11		
2			12		
3			13		
4			14		
5			15		
6			16		
7			17		
8			18		
9			19		
10			20		

2. यह विभाग अलग-अलग विभागीय उम्मीदवारों द्वारा न्यायालय में आने से उत्पन्न होने वाली सभी कानूनी जटिलताओं के लिए जिम्मेदारी लेता है तथा न्यायिक मामले में निदेशक, राष्ट्रीय अग्निशमन सेवा महाविद्यालय, नागपुर अथवा गृह मंत्रालय को प्रतिवादी बनाते हुए, मुकदमों का बचाव महाविद्यालय या मंत्रालय की ओर से हमारे विभाग द्वारा किया जाएगा।

3. विभाग यह सुनिश्चित करने का प्रयास करता है कि नामांकित उम्मीदवारों के संबंध में कोई अधूरा प्रपत्र न भेजा जाए। यदि ऐसा करने पर विभाग/राज्य द्वारा नामित सभी आवेदनों को अस्वीकृत कर दिया जाएगा।

नाम: - _____

मुहर के साथ पदनाम: _____

SENIORITY UNDERTAKING BY DEPARTMENTAL AUTHORITIES**(TO BE FILLED BY HEAD OF DEPARTMENT)**

1. I, _____ Designation _____, being the Departmental Authority/ Forwarding Authority of following candidates of this Department, undertake that the candidate/s nominated is/are enlisted as per the seniority maintained by Department/ State. I have **not** sent any other nomination/s for _____ (Name and batch no. of the Course) course other than this. (Please attach separate sheet for more than 10 candidates)

Seniority No.	Name of the candidate	Seniority No.	Name of the candidate
1		11	
2		12	
3		13	
4		14	
5		15	
6		16	
7		17	
8		18	
9		19	
10		20	

2. This department **undertakes responsibility for all legal complications arising out of individual departmental candidates approaching to the Court of Law** and making Director, National Fire Service College, Nagpur or Ministry of Home Affairs Respondent in the case, such litigations shall be defended by our department on behalf of the College or Ministry.
3. The department undertakes to take due care to ensure that **no incomplete form is sent** in respect of the nominated candidates. Failure to do this **will result in rejection** of all applications nominated by the Department/ State.

Name: - _____

Designation with Seal: _____

उम्मीदवार द्वारा घोषणा

1. मैंने उक्त पाठ्यक्रम में प्रवेश हेतु संबंधित निर्देश पढ़ लिए हैं और उसमें निर्धारित नियमों और शर्तों का पालन करने के लिए सहमत हूँ।
2. मैं एतद्वारा प्रशिक्षण के दौरान हुए किसी भी नुकसान या चोट या क्षति या किसी भी अन्य विकलांगता या प्रशिक्षण के दौरान मृत्यु के लिए राष्ट्रीय अग्निशमन सेवा महाविद्यालय, नागपुर के प्राधिकारियों को सभी जिम्मेदारियों से मुक्त करता हूँ।
3. मैं सत्यनिष्ठा से घोषणा करता हूँ कि आवेदन पत्र में मेरे द्वारा दिये गये तथ्य सही हैं।
4. मैं सभी तरह से चिकित्सकीय रूप से योग्य हूँ और क्लौस्ट्रोफोबिया, या किसी अन्य शारीरिक कमी का शिकार नहीं हूँ जो मुझे इस तरह के कठिन प्रशिक्षण से रोकता है।
5. मैं एतद्वारा यह वचन देता हूँ कि पाठ्यक्रम पास करने के बाद के दो वर्षों के दौरान अस्थायी कार्यभार पर शिक्षण कर्तव्यों पर जब भी महाविद्यालय को आवश्यकता होगी, सेवा करूंगा।

आवेदक के हस्ताक्षर

स्थान:

दिनांक:

DECLARATION BY THE CANDIDATE

1. I have read the relevant instructions for admission to the said course and agree to abide by the rules and conditions prescribed therein.
2. I hereby absolve the authorities of the National Fire Service College, Nagpur from all the responsibilities for any loss or injury or damages or any other disability suffered by me or death while under training.
3. I hereby solemnly declare that the facts given by me in the application are correct.
4. I am medically fit in all respects and not a victim of claustrophobia, or any other physical deficiency which prevents me to undergo such strenuous training.
5. I hereby undertake to serve National Fire Service College, Nagpur on Instructional duties on temporary assignment during the two years following my passing the course, whenever required by the College.

Signature of the Applicant

Place:

Date:

2. ADMISSION RULES

S. No.	Description	SUB-OFFICERS		STATION OFFICERS' / STATION OFFICERS' & INSTRUCTORS'	DIVISIONAL OFFICERS'
		Departmental Nominated	Private/Defence		
1	<p>Objectives</p> <p>This course is designed for In-service Fire Service personnel who are likely to be promoted to the rank of Sub-Officer and for those who want to make Fire Service as their profession. After completion of course, they will be able to:</p> <ul style="list-style-type: none"> • Demonstrate the foundation knowledge and skills required to respond, prevent and adapt to the needs of the society they will serve. The course sets the foundation for further development and a successful career in the Fire and Emergency Service. • State and apply fundamental principles of fire prevention and firefighting skills. 	<p>This course is designed for young graduates and defence personnel who want to make Fire Service as their profession. After completion of course, they will be able to:</p> <ul style="list-style-type: none"> • Demonstrate the foundation knowledge and skills required to respond, prevent and adapt to the needs of the society they will serve. The course sets the foundation for further development and a successful career in the Fire and Emergency Service. • State and apply fundamental principles of fire prevention and firefighting skills. 	<p>This course is designed to train In-service Fire Service Personnel who are in-charge of the fire station or likely hold independent charge of fire station. After completion of course, they will be able to:</p> <ul style="list-style-type: none"> • Look after the fire prevention and fire protection in their fire station jurisdiction. • Conduct fire hazards and risks assessment. • Manage fire station establishment and management of team work. • Lead and conduct operational duties during crisis on ground. 	<p>This course is designed for middle level In-service Fire Service Personnel imparting advanced level training. After completion of course, they will be able to:</p> <ul style="list-style-type: none"> • Command and control fire and emergency service organization. • Develop strategy and tactics for fire prevention and fire suppression. • Implement fire service rules and regulation in area of jurisdiction. • Plan and execute plan of action during major emergent situation. • Explain various fire laws applicable for fire prevention and protection. 	

S. No.	Description	SUB-OFFICERS		STATION OFFICERS' / STATION OFFICERS' & INSTRUCTORS'	DIVISIONAL OFFICERS'
		Departmental Nominated	Private/Defence		
2	Duration of Course	25 weeks (including 4 weeks of Practical Attachment with Major Fire Brigades of the country, anywhere in India)	33 weeks (including 12 weeks of Practical Attachment with Major Fire Brigades of the country, anywhere in India)	25 weeks (including 2 weeks visit to industrial establishments during attachment in major Fire Service, anywhere in India)	22 weeks (including 2 weeks visit to industrial establishments during attachment in major Fire Service, anywhere in India)
3	Intake Capacity	60 per batch	60 per batch plus 10% EWS Seats.	60 per batch.	60 per batch.
4	Age Limit	Not more than 45 years as on the last date of receipt of application of the course. Initially (till Dec, 2027) five years relaxation in age limit above 45 years as on date to complete the course.	In between 18 to 25 years. (relaxable for SC/ST/OBC as per government rules) A calculation of age of candidate will be as on 31 st December of the year, wherein he/she has appeared in All India Entrance Examination.	Not more than 50 years as on the last date of receipt of application of the course. Initially (till Dec, 2027, five years relaxation in age limit may be given for candidates above 50 years as on date to complete the course.	Not more than 58 years as on the last date of receipt of application of the course. As a one-time relaxation in age limit (till Dec, 2025), candidates above 58 years are also eligible to apply for Divisional Officers' Course.
5	Departmental Institute /Orgn.	Central Government/ State Government Department, Local Bodies, PSUs ^[1] (State/Central), Government Autonomous bodies.	Not Applicable	Central Government/State Government Department, Local Bodies, PSUs ^[1] (State/Central), Government Autonomous bodies.	Central Government/State Government Department, Local Bodies, PSUs ^[1] (State/Central), Government Autonomous bodies.

S. No.	Description	SUB-OFFICERS		Private/Defence	STATION OFFICERS' / STATION OFFICERS' & INSTRUCTORS'	DIVISIONAL OFFICERS'
		Departmental Nominated	Nominated			
6	<p>Eligibility Criteria</p> <p>1) Departmental Nominated Candidate: Matriculation passed or equivalent and candidates shall be able to read, write & speak English or Hindi.</p> <p>2) Directly Recruited Candidate: Graduated from any university (<i>Syllabus and Training curriculum of NFSC shall be different for these candidates</i>). These candidates shall be recruited directly by State Public Service Commission or through Statutory Recruitment Board^[3] for officers in Fire Services.</p>	<p>Graduation from recognized University in any discipline OR</p> <p>Three years Diploma in any branch of Engineering recognized by AICTE or Board of Technical Education, and Candidates must be able to read, write, and speak both in Hindi and English.</p> <p>Defence^[1] Officers (Nominated Through DGR): Not applicable</p>	<p>1) Departmental Nominated Candidate: The candidate shall have passed <u>Sub-Officers' course from NFSC / State or Regional Training Center.</u></p> <p>2) Directly Recruited Candidate: Graduated from any recognized university (<i>Syllabus and Training curriculum of NFSC shall be different for these candidates</i>). These candidates shall be recruited directly by State Public Service Commission or through Statutory Recruitment Board as <u>Group-B officers and above in Fire Services.</u></p>	<p>1) Departmental Nominated Candidate: Shall have successfully completed Station Officers Course / Station Officers & Instructors Course from NFSC.</p> <p>2) Directly Recruited Candidate: Graduated from any recognized university (<i>Syllabus and Training curriculum of NFSC shall be different for these candidates</i>). These candidates shall be recruited directly by State Public Service Commission or through Statutory Recruitment Board as Group-B officers and above in Fire Services.</p>		
7	<p>Experience</p> <p>1) Departmental Nominated Candidate: 2 years regular^[2] service as</p>	<p>Not Applicable</p>	<p>1) Departmental Nominated Candidate:</p>	<p>1) Departmental Nominated Candidate:</p>	<p>1) Departmental Nominated Candidate:</p>	

S. No.	Description	SUB-OFFICERS		STATION OFFICERS' / STATION OFFICERS' & INSTRUCTORS'	DIVISIONAL OFFICERS'
		Departmental Nominated	Private/Defence		
		<p>Fireman or higher post. OR 1 year regular^[2] service for Leading Fireman/ Driver-cum-Pump Operator or higher post.</p> <p>2) Directly Recruited Candidate: No Experience is required for candidates directly recruited through State Public Commission or through Statutory Recruitment Board for officers in Fire Services.</p>		<p>Shall have 2 years regular^[2] service as Sub-Officer or higher post. OR 5 years regular^[2] service as Leading Fireman or Driver-cum-Pump Operator or higher post. 2) Directly Recruited Candidate: No Experience is required for candidates directly recruited through State Public Commission or through Statutory Recruitment Board as Group-B officers and above in Fire Services.</p>	<p>Total 7 years regular^[2] service in Fire Service of Government/PSUs^[1]/ Govt. Autonomous Bodies and candidate shall also have at least 2 years regular^[2] service as Station Officer or higher post. 2) Directly Recruited Candidate: No Experience is required for candidates directly recruited through State Public Service Commission or through Statutory Recruitment Board as Group-B officers and above in Fire Services</p>
8	Driving License	Not Applicable	Not Applicable	<p>The candidate shall possess valid Heavy Motor Vehicle License as on date of application and shall be valid till the completion of Station Officers Course.</p>	<p>The candidate shall possess valid Heavy Motor Vehicle Driving License as on date of application and shall be valid till the completion of Divisional Officers Course.</p>

S. No.	Description	SUB-OFFICERS		STATION OFFICERS' / STATION OFFICERS' & INSTRUCTORS'	DIVISIONAL OFFICERS'
		Departmental Nominated	Private/Defence		
9	Medical & Physical Fitness	As per Application Form (<i>Annexure C and Medical Form</i>) enclosed at Appendix-A duly certified by the Chief Medical Officer of Government Hospital.	Medical & Physical Fitness test will be conducted by Medical Board at NFSC.	As per Application Form (<i>Annexure C and Medical Form</i>) enclosed at Appendix-A duly certified by the Chief Medical Officer of Government Hospital.	As per Application Form (<i>Annexure C and Medical Form</i>) enclosed at Appendix-A duly certified by the Chief Medical Officer of Government Hospital.
10	Award of certificate	The candidate passing Sub-Officers' Course from National Fire Service College shall be awarded a "Certificate" for having passed the course.	The candidate passing Sub-Officers' Course from National Fire Service College shall be awarded a "Certificate" for having passed course.	The candidate passing Station Officers' Course from National Fire Service College shall be awarded a "Certificate" for having passed the Station Officers' Course, while those candidates passing with the additional subject of 'Lecturette' (Optional) shall be awarded a "Certificate" to the effect that they have successfully completed the Station Officers' & Instructors' Course. The Diploma shall be issued on fulfilling the following two criteria: (i) Two year	The candidate passing Divisional Officers' Course from National Fire Service College shall be awarded an "Advanced Diploma in Fire Engineering".

S. No.	Description	SUB-OFFICERS		DIVISIONAL OFFICERS'
		Departmental Nominated	Private/Defence	
				<p>experience at the level of Sub-Officers or above.</p> <p>AND</p> <p>(ii) <u>Must</u> have valid Heavy Motor Vehicle Driving License.</p> <p>Shall be awarded "Diploma in Fire Engineering".</p> <p>The separate application is to be sent for this purpose to Director, NFSC routed through proper channel.</p>

Note:

[1] Candidates from PSUs and DGR shall be considered as Departmental Nominated Candidates.

[2] Contractual, Ad-hoc candidates etc. are not eligible for these Professional Courses.

3. ADMISSION FOR PROFESSIONAL COURSES (Departmental Nominated)

1. As per the annual training calendar of NFSC, the admission will be done for Professional Courses twice in a year.
2. The application for admission will be invited at least **five months** before the commencement of classes.
3. The notice for application will be published by NFSC on its website.
4. An application (hard copy) duly completed in all respect shall reach the office of the Director, NFSC within 30 to 45 days. The Director, NFSC reserves rights to extend the time limit.
5. Incomplete application or hard copy of application received after the last date, will liable to be rejected.
6. After receipt of applications, the scrutiny will be done by committee constituted by Director, NFSC. The committee shall finish the assignment within 30 days and submit their report to Director, NFSC.
7. On receiving committee's recommendation, the Director NFSC will do the allotment as per quota mentioned in Appendix-B.
8. Allotment Procedure
 - a) State Government Departmental Nominated Candidates [90% of total seats]
 - i. Selection of Departmental Nominated Candidates for the particular course depends upon the total number of candidates found eligible by the scrutiny committee.
 - ii. If eligible candidates are **LESS THAN OR EQUAL** to the total seat intake of the course,
 - All the eligible Departmental Nominated Candidates shall be selected for the particular course, after approval from the Competent Authority.
 - b) PSUs, NFSC and Autonomous Bodies Candidates [10% of total seats]
 - i. Selection of Departmental Nominated Candidates for the particular course depends upon the total number of candidates found eligible by the scrutiny committee.
 - ii. If eligible candidates are **LESS THAN OR EQUAL** to the 10% of total intake of the course.

- All the eligible Departmental Nominated Candidates shall be selected for the particular course, after approval from the Competent Authority.
- c) If eligible candidates are MORE THAN the total seat intake of the course.
- As per quota of the state, the seats will be allotted to eligible candidates based on seniority as provided by the departmental authority.
 - In case of PSUs and Autonomous Bodies it is difficult to establish the seniority due to different organization. Therefore, NFSC will sort the application based on Date of Joining.
 - If any departmental authority's quota remains vacant, then it shall be filled as per following procedure:
 - Combined list of eligible candidates to be prepared, to whom seats were not allocated.
 - In case of tie, the selection priority for seat allotment will be as follows:
 - I. Based on the date of birth (born earlier).
 - II. Based on the date of joining the department.
 - III. Having highest qualifications. The qualification should be from recognized university or board.
9. The final list of allotment of seats shall be published on the college website by the Director within 15 days of receiving the committee's recommendation.
10. Call letters to selected candidates shall be issued by training section at least one month before the commencement of the classes with a copy to departmental authority.
11. **If the applicant is not satisfied with the committee decision on the status of admission, then he can make an appeal against the decision within a week of the receipt of communication from NFSC. The competent authority shall take the final decision in appeal and will be final and binding to all.**
12. **Any disputes arising and leading to legal proceedings at any stage shall be within the jurisdiction of the courts in Nagpur City only.**

4. ROLE OF DEPARTMENTAL AUTHORITY AND CANDIDATE

1. The Departmental Candidate has to fill an application form after going through the relevant instructions for admission in the course.
2. The application form should be completed in all respect. Incomplete form straight-away will be rejected.
3. Departmental authority has to nominate the suitable candidates to NFSC for training.
4. Departmental authority shall ensure the correctness of application form in all respect.
5. **Departmental authority/Candidate will be responsible for delay in receipt of hard copy of application. Soft copy of application will be accepted to avoid the postal delay, however, hard copy of application will essentially be required at the time of scrutiny of the application.**
6. Color / Black & White Photocopy of application shall not be accepted.
7. Application received through proper channel shall only be considered (*see table below, for reference only*).
8. Application of candidate found with tampered mark sheets or certificates shall be rejected.
9. Applicant giving false/misleading information shall be straight away rejected.

Sr. No.	Name of the Institution/Organisation	Head of Institution/Organisation
1.	Central Government/State Government Department / UT	Head of Department
2.	State Fire Service / UT	The Director Fire Service
3.	Autonomous Body	The Secretary or Director
4.	Local Bodies	The Municipal Commissioner or the Chief Executive Officer
5.	Public Sector Undertaking	Officer In-Charge (Human Resource)

5. JOINING REPORT

1. The selected candidates are required to join at NFSC/STC at least one day before the commencement of course.
2. Late reporting is summarily not allowed.
3. The Identity proof, Demand Draft/online payment receipt and relieving order by Departmental Authority of the candidate is to be checked by the NFSC and then only candidate will be allowed to join the course.

4. The Joining Report of the Trainee Officers at NFSC to be forwarded to Departmental authorities by NFSC.
5. The Training Section will allot the Roll Numbers to the Trainee Officers based on the Joining Report.
6. To allot the roll numbers, the trainees list is to be arranged alphabetically. Then roll number in the format should be allotted (Batch No./Course Name/YYNN). For example: 74/DO/2201, 84/STO/2235, 47/ESO/2245 and 92/SO/2218.

6. FEE STRUCTURE

REVISED FEES STRUCTURE OF PROFESSIONAL TRAINING COURSES FROM 2023						
COURSE NAME	FEES	TUITION FEES Rs.	ROOM RENT Rs. (Excluding Practical Attachment/ Industrial Visit period) AT NFSC	EXAMINATION FEES Rs.	CAUTION MONEY (REFUNDABLE) Rs.	TOTAL Rs.
SUB OFFICERS COURSE	Government Sponsored/DGR	2400	8820	500	1000	12720
	Other Central/ state Govt. Undertakings	5600	8820	500	1000	15920
	Private Candidates through All India Entrance Examination	8400	8820	500	1000	18720
STATION OFFICERS & INSTRUCTORS COURSE	Government Sponsored	3600	9660	500	1000	14760
	Other Central/ state Govt. Undertaking	8400	9660	500	1000	19560
DIVISIONAL OFFICERS COURSE	Government Sponsored	6000	8400	500	1000	15900
	Other Central/ state Govt. Undertaking	14000	8400	500	1000	23900

Room Rent charges: Room rent will be charged as per actual as decided by the Competent Authority of NFSC/STCs (subject to change from time to time).

Mess Charges: Mess charges shall be paid by the candidates to mess contractor as per actual.

Mode of Payment: The candidate can pay the fees by Demand Draft or online through SBI Collect or NEFT/RTGS to NFSC/STCs.

In case of repeaters, the examination fees of Rs.100/- per subject will be charged.

7. LEAVE RULES

1. Trainee Officers will be allowed maximum 8 days casual leave permission during the training period, out of which not more than 5 working days will be granted at any given time, with prior permission of the Course Coordinator and approval of Director, NFSC.
2. At any point of time, not more than the 20% of batch strength will be granted leave permission.
3. Trainee Officers seeking leave on medical grounds must produce the certificate from Government Hospital or Government Medical College only.
 - Trainee Officer has to submit medical certificate with an application to training section through course coordinator.
 - On receiving application from Trainee Officer, immediately training section has to put the matter to Director, NFSC.
 - Trainee Officer given leave permission on medical ground must produce the fitness certificate from Government Hospital or Government Medical College.
4. Trainee Officers not reporting after completion of leave duration shall be debarred from the training.
5. Trainee Officers absent from training after expiry of leave or seeking additional leave than allowed shall be debarred from the training.
6. Any Trainee Officer if found absent for more than five hours from college campus (on working day or on holidays) without prior approval of competent authority shall be relieved from the course.
7. For the Trainee Officers not attending the theory/practical classes:
 - A warning letter shall be issued regarding his absenteeism.
 - After issue of warning still remains absent from theory/practical classes, he/she shall be relieved from the course.
8. During emergency situation at the place of leave, Director NFSC may grant additional leave permission considering the merit of the case.
9. The additional leave permission granted on medical grounds or emergency situation shall also be intimated to the sponsoring authority of Trainee Officers at the same time.
10. After completion of industrial attachment, the complete leave record of the Trainee Officers shall be forwarded to departmental authority for necessary action.

8. RELIEVING OF CANDIDATE

The Director, NFSC shall relieve the candidate on the following grounds:

- i. Upon successful completion of the course.
- ii. Self-willingness of the candidate.
- iii. On medical ground, if found unfit for training.
- iv. Violation of rules and regulations of NFSC or found involved in criminal activities or any breach of discipline of NFSC.