From : Digcent (Pers)

No.D.I.04/2017-PERS.DA.8 (NTRO) 20/02/2017 U/C

Filling up of one post of Assistant Director (Disaster Management) in Disaster Management Division of MHA on deputation basis (.) MHA have called for nominations of willing and eligible officers for subject deputation (.)The eligibility conditions for subject deputation are as under (.)

Name of Posts	Eligibility criterion for the posts
Assistant Director (DM) Level-10 in the Pay Matrix (Rs. 56100-177500) (pre-revised PB-3 Rs. 15600-39100 plus Grade Pay Rs. 5400/- Number of post-01	Officers under the Central Government/State Government/Union Territories/Public Sector Undertakings/Universities etc. (a) (i) holding analogous posts on regular basis; Or (ii) with two years' service in the grade rendered after appointment thereto on regular basis in posts in Level-8 in the Pay Matrix(Pre-revised pay Band-2, 9300-34800 plus Grade Pay Rs. 4800/- or equivalent in the parent cadre or department; and (b) Possessing the following educational qualification and experience:- **Essential:-** (i) Master's Degree in Economics/Commerce/Mathematic Statistics/Operation Research from a recognized University; (ii) Five years' experience in compilation, Presentation and analysis of statistical data. **and** **Desirable:-** (i) Diploma of one year in Disaster Management from a recognized university or institution. (ii) Experience of handling matters connected with relief/flood/security relief

	operations. © The maximum age limit for appointment by deputation (including short term contract) shall be not exceeding 56 years as on the closing date of receipt of applications. **Duties and Responsibilities of the post:-** i. Supervision of NDM-I Section of DM Division. ii. Processing the requests of state/UN Governments for central assistance- both financial and logistic- in the wake of natural calamities as per the laid down procedure. iii. Matters relating to constitution and deputation of Inter-Ministerial Central Teams to states for on the spot assessment of the situation and requirement of funds for managing the situation effectively. iv. Analyzing the reports of the Inter Ministerial Central teams in the context of approved items and norms of assistance and provisions under various GOI Schemes/Programmes for placing before Inter Ministerial group and High Level Ministerial Committee for consideration and approval of quantum of assistance. v. Field visits as a member of the Central team for on the spot assessment. vi. Keeping close liaison with State Governments and the concerned central Ministries/Departments on the other hand for providing immediate relief and logistic support as a part of emergency response. vii. Preparation of situation reports based on the feedback of the affected states and central Ministries in the event of a natural calamity of severer magnitude. viii. Compilation and analysis of data/information relating to various aspects of disaster management as well as preparation of briefs/notes/presentations ix. Matter relating to various committees/expert group constituted for emergency response mechanism-agenda, proceedings and follow up. x. International cooperation including bilateral agreement in the field of

		emergency response. xi. Organization of national and international events viz. conferences, seminars, meetings related to Disaster Management. xii. Analytical processing of various proposals on various aspects of disaster preparedness and mitigation received from various agencies. xiii. All other matters relating to response to disaster situation and early warning. xiv. To work as resource person in the National Institute for Disaster Management and faculty on NDM in State ATIs.
	Desirable	

(.) Reqst fwd nominations of willing and eligible officer's in the rank of **ACs** fulfilling above eligibility conditions in the prescribed format attached as Curriculum vitate so as to reach this Dte by **25/02/2017 repeat 25/02/2017** (.) If nominations are not recd. by target date, then nil report will be presumed (.) It may be ensured that nominated officers should meet all the requirements of the post applied for (.) It may also be ensured that nominated officers must be free from vigilance angle and fulfills the eligibility conditions as laid down in deputation policy guidelines framed by MHA dated 22/11/2016 (.) Besides above, preference may be given to the officers in following category (.) A (.) officers who have served in hard area i.e. LWE,J&K and NE Region at least 02 and 03 years respectively (.) B (.) Officers who have not availed any deputation/UN Assignments (.) C (.) Officers who are having good operational achievements (.) D (.) Officers who have awarded PPMG,PMG & DG's Disc etc. (.) Officers who are in promotion zone need not apply/considered (.) Correspondence made between lower formation may not be endorsed to this Dte ///--

Sd/

20/02/2017

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