

**CIVIL DEFENCE OFFICE K-BLOCK 2ND FLOOR NAND NAGRI
OFFICE OF THE DY. COMMISSIONER (R) NORTH EAST DISTRICT DELHI**

F.No 37-39(26)/CD/74/NE/2019

Dated:- 9-12-2019

CIRCULAR

All Civil Defence Corps (Men & Women) of District North East are hereby informed that Civil Defence Volunteers (Men & Women) are to deploy on callout basis in DTC & Cluster Buses as Bus Marshal with following requirements:-

- i. **Minimum Height** : Minimum Height criteria of 165 cm for male and 150 cm for female.
- ii. **Minimum education** : 8th Pass
- iii. **Upper Age Limit** : 50 Years for male and 47 years for female at the time of callout duty as marshal.
- iv. **Medical Certificate** : the candidate should be physically fit and should get a certificate to this effect from any doctor of government Hospital/Dispensary or MBBS Doctor.
- v. Must be enrolled & active Civil Defence Corps on or before 31.03.2019.
- vi. Must have completed Civil Defence Basic Training.
- vii. Must have valid aadhaar card & Pan Card.
- viii. Must have valid bank account.

Sr. Chief Warden to Dy. Divisional Warden & Addition Chief Warden (Women) to Dy. Lady Warden of District North East are hereby directed that inform all eligible, interested & active CD Corps enrolled in their respective Division/Sub Division/District to fill up the prescribe Performa (enclosed) and submit it personally with photocopy of necessary documents, in the District Civil Defence, North East District, Delhi-110093. onfrom..... to..... (Also carry original documents for verification only).

Further wardens/CD Corps are informed that the prescribed Performa is also available at revenue website of North East District and CD office, North East District.

Dy. Controller Civil Defence/SDM (HQ)
North East District

Copy to:-

1. Ps to Divisional Commissioner/Director Civil Defence, 5 Sham Nath Marg, Delhi-110054 for information please.
2. PA to District Magistrate/Controller Civil Defence, North East District for information please.
3. PA to ADM (North East)
4. PA to Senior Staff Officer (Civil Defence) Delhi.
5. Sub Divisional Magistrate Concerned.
- ✓ 6. DIO, North East District with the direction to upload the above circular and performa on website of North East District.
7. Chief Warden/Addl. CWs (M/W)/Dy. C.W (HQ)/DY. CW (ZONAL)/DW/DY. DW/LW, Post Warden/ Dy. PW Concerned.
8. Instructor Civil Defence, North East District.
9. Office Order file/District Office Notice Board (North East).

Dy. Controller Civil Defence/SDM (HQ)
North East District

PERFORMA FOR DTC MARSHAL DUTY
CIVIL DEFENCE, NORTH EAST DISTRICT DELHI

1. Name : _____
2. Rank : _____ : (Gender M/F) _____
3. Enrollment Number : _____
4. Sub Division /Division : _____
5. Date of Birth (Age) : _____
6. Date of Enrollment : (Not Enrolled after 31.03.2019) _____
7. Date of Renewal : _____
8. Contact No. : _____
9. Education Qualification : _____
(Attach Photocopy of Certificate) : _____
10. Basic and Advance training Course : _____
with date : _____

(Attach photocopy of Certificate) : _____
: _____
: _____
: _____
: _____
11. Technical Qualification : _____
: _____
: _____
: _____
: _____
12. Callout Duty Performed (Deptt/Period) : _____
13. CD Professional & Sports inner District : _____
Completion if (Yes/No), if yes attach : _____
Photocopy of Certificates and
Mention year of Participation

14. Bank Details (A/C No, MIRC No. & IFSC code attached bank photocopy) : _____
MIRC: _____ IFSC _____
15. Pan Card No.: _____ E Mail ID: _____
16. Aadhar Card No. (Attached Photocopy) : _____
17. Height : _____
18. Medical Certificate (Yes/No) : _____

Note: Please enclose all relevant Documents with this Performa

Date: _____

(Signature of Candidate)

(For office use only): _____