

Government of Orissa  
Home Department

\*\*\*

RESOLUTION

Dated. Bhubaneswar, the 26-2- 2007

No. 376

/CD In exercise of the Powers conferred by Section 26 of the Orissa Fire Service, Act, 1993 (Orissa Act, 30 of 1993) and pending framing of regular recruitment Rules under Article 309 of the Constitution of India, the State Government do hereby make the following order to regulate the recruitment to the post of Fireman in Orissa fire service, namely:

1. **Short title and commencement:**

- (i) This order may be called the Orissa Fire Service (Method of Recruitment of Firemen) Order, 2006.
- (ii) This shall come into force on the date of its publication in the Orissa Gazette.

2. **Definitions:** In this Order, unless the context otherwise requires:

- (a) "Appointing Authority" means the Fire Officer, Orissa;
- (b) "Ex-Servicemen" means a person as defined in the Orissa Ex-Servicemen (Recruitment to the State Civil Services and Posts) Rules, 1985.
- (c) "Board" means the Selection Board Constituted under Para-7 of this order.
- (d) "Recruitment Year" means the calendar year during which the recruitment advertisement is actually issued;
- (e) "Scheduled Castes and Scheduled Tribes" mean such Castes and Tribes as notified by the President of India under articles 341 and 342 of the Constitution of India, respectively;
- (f) "Select List" means the list of successful candidates, prepared by the Selection Board and arranged in order of merit not exceeding the number of vacancies notified for the recruitment;
- (g) "Sports person" means a person, who would be issued an identity card as sports person by the Director, Sports as per Resolution

2

No.24808/Gen, dtd.18.11.1985 of the General Administration Department  
as amended from time to time; and

(h) "SEBC" means Socially and Educationally Backward Classes of Citizens, other than the Scheduled Castes and Scheduled Tribes, as may be specified by the State Government from time to time.

3. Cadre:

3.1 All the Firemen shall constitute a State Cadre. They can be freely transferred to any place or office in the State in exigency of public service or for administrative reasons or otherwise, without any change of their position in the cadre to which they belong. Any person applying for the post of Fireman or accepting the appointment as Fireman shall be deemed to have accepted this condition of his appointment.

4. Recruitment:

4.1 The post of Fireman shall be filled up by direct recruitment from the open market and appointment of eligible candidates as Firemen under the Rehabilitation Assistance Scheme.

5. Eligibility:

5.1 A candidate, to be eligible for consideration, must-

- (a) have passed High School Certificate or equivalent examination conducted by any Board of Secondary Education, of a State or from any other recognized institution like I.C.S.E. and C.B.S.E.
- (b) be able to speak, read and write Oriya and must have passed Oriya as one of the subjects in the High School Certificate Examination or an examination in Oriya language equivalent to that of M.E. standard conducted by the School and Mass Education Department of Government of Orissa;
- (c) have registered his name in one of the Employment Exchanges of the district or covering the district in which he applies for recruitment. before the earliest date of advertisement of vacancies for recruitment and shall not be registered in more than one Employment Exchange.

- (d) be not less than 18 years of age and be not more than 25 years of age on the 1<sup>st</sup> day of January of the year in which the advertisement for recruitment is issued;

Provided that the upper age limit in respect of reserved categories of candidates, (refer to para 8 of this order) shall be relaxed in accordance with the provisions of the Act, rules, orders or instructions for the time being in force, for the respective reserved categories;

- (e) not have more that one spouse living.  
 (f) be of good moral character;  
 (g) be of sound health and free from any organic defects and physical deformity;

5.2 The candidates must have the minimum physical standards of height, weight, and chest as follows:

Category	Height	Weight	Chest	
			Unexpanded	Expanded
1	2	3	4	5
General/SEBC(Men only)	168Cm	55Kg.	79Cm.	84Cm.
Scheduled Castes/Scheduled Tribes(Men)only.	163Cm	50Kg	76Cm.	81Cm.

5.3 Women, Physically handicapped or deformed candidates are not eligible for consideration.

5.4 Eligibility of candidates shall be verified with reference to their original certificates, actual measurements of height, weight and chest as above and physical verification for handicap or deformity at some stage of the recruitment process as considered appropriate by the Board.

5.5 A Home Guard to be eligible for consideration for the post of Fireman.

- (a) must have completed 3 years of enrolment without any interruption on the date on which the advertisement for recruitment is published.  
 (b) must have undergone the basic course of training for Home Guards and  
 (c) must not be more than 30 years of age on the 1<sup>st</sup> day of January of the year in

6. **Recruitment Centre: :**

The Selection Board may decide for the purpose of holding the recruitment test, as many recruitment centres as deemed feasible. There will be no bar on collection of the applications by the recruiting agency at places other than the recruitment centres. However, when only a few candidates are short-listed after physical measurement etc. taken at the recruitment centres at sub-divisional level, the Recruiting Agency at its discretion may hold the other tests at recruitment centres at the district headquarters of the said district.

7. Selection Board constituted for the purpose shall be the agency for recruiting Fireman from the open market.

**Selection Board**

There shall be constituted a Selection Board consisting of the following persons.

- |   |    |                 |
|---|----|-----------------|
| 1. I.G. of Police, Fire Service, Orissa, Cuttack/<br>DIG, Home Guards in charge of Fire Service.          | -- | <b>Chairman</b> |
| 2. Fire Officer, Orissa, Cuttack.   | -- | <b>Member.</b>  |
| 3. Deputy Fire Officer ( Senior Most in the Cadre):   | -- | <b>Member.</b>  |
| 4. Chief District Medical Officer or his nominee not<br>below the rank of Sub-divisional Medical Officer: | -- | <b>Member.</b>  |
| 5. District Welfare Officer, in his absence Addl.<br>District Welfare Officer                             | -- | <b>Member.</b>  |
| 6. A nominee of the Director, Employment, not below<br>the rank of a District Employment Officer.         | -- | <b>Member.</b>  |

(1) All the decision during the process of recruitment shall be taken by the Board by consensus under signatures of all the members present.

(2) After giving advance notice in writing to all the members, the three members present shall form the quorum for Board meeting.

(3) The Chairman of the Selection Board may make requisition the services of personnel of the Fire Service or other Departments to assist the Board in the recruitment process.

(4) District Welfare Officer/Additional District Welfare Officer who is a member of the Board shall have the lone responsibility to ensure adherence to the reservation law and rules.

8. Reservation.

8.1 Notwithstanding anything contained in this order, reservation of vacancies for-

- (a) Scheduled Castes/ Scheduled Tribes shall be made in accordance with the provisions of the Orissa Reservation of Vacancies in Posts and Services (for Scheduled Castes and Scheduled Tribes) Act 1975 and the rules made there under; and
- (b) SEBCs, ex-servicemen and sportspersons shall be made in accordance with the provisions made under such rules orders or instructions as issued in this behalf by the State Government, from time to time,
- (c) 10% vacancies in the rank of Fireman shall be reserved for eligible Home Guards as per Home Department letter No.516/CD dt.16.03.1995. They will be eligible against the Reserve Vacancy under the respective category to which they belong i.e. U.R., S.E.B.C., S.C., S.T.

The reservation rules and model roster shall be followed state cadre wise.

9. INSTRUCTIONS :

- (a) It shall be the responsibility of the D. G., Fire Service and C.G., Home Guards and the Fire Stations where a recruitment centre is established, to extend all the necessary assistance to the Selection Board and its nominated committee wherever necessary. The local District Superintendent of Police shall also render necessary infrastructural and man-power assistance wherever requested by the Selection Board.
- (b) All the applications received will be registered preferably in the format given in Form-II and the Application Registration Number will be intimated to the Applicants. Registration number will also be written on the backside of both the loose photographs of the applicant received with the application, in order to avoid mixing up. The various columns in Form-II will be filled up for computerisation to generate various reports and returns needed later.

- (c) The applications received will be processed by the Selection Board in terms of the provisions of this Recruitment Order. Whenever the application or the candidature is rejected, the applicant will be informed of the reasons for rejection under proper signature and seal, on the face of the application along with the date in which the rejection is communicated. These details may also be entered for record in the 'Remarks' column in the computer format of Form-II.
- (d) Since there will be one selection Board, dates for commencement of rallies for the tests will be fixed on different dates for different Centres, according to the convenience of the Board. If the candidates constitute a huge number, they may be called in a segregated (staggered) manner to avoid overcrowding. The candidates may be given a clear one-month advance notice, excluding the anticipated time of 7 days for such communication to reach them. The Admit Card (Part-B of the Application form) may be issued, accordingly.
- (e) Production of Admit Card at the time of rally shall be insisted upon for their photo-identity. Without this, no candidate should be allowed to appear in the measurement and other tests.
- (f) As soon as the candidates report for rallies, their signatures with date may be obtained on the computer printed list of the candidates assigned to that centre. The signatures too may be tallied with those on the admit card.
- (g) The aforesaid stages of recruitment (see sub-paragraph 10.1 to 10.3 10 above) may be followed one after the other in that order without any break or discontinuity. The identity, with reference to photograph on the Admit Card, should be verified at every stage of the measurements and tests.
- (h) The marks awarded to various candidates or the results of tests of that day may be published on the notice boards on that day itself, at least at 3 different places within the Recruitment Centre, immediately. The marks/results, may be displayed under the dated signatures of all the Members of the Selection Board along with their names in block capital letters below their signatures.

- (i) " A copy of the marks/results published may be sent on that day itself to the D.G.& I.G. of Police, Fire Service, Orissa, Cuttack by name by registered post or by Special Messenger in a sealed cover "
- (j) The entire process of recruitment, (except the preparation of combined Merit list), may preferably be conducted and completed at the recruitment centres only.
- (k) All the marks to the candidates may be awarded by the Selection Board by consensus.
- (l) The Selection Board may select the persons, in conducting the various tests in the process of recruitment. The persons of proven integrity can be drawn from any source considered suitable by the Board. They shall neither have been found guilty and punished in any departmental proceedings nor any criminal proceedings pending against them at the time of their selection to assist the Board.
- (m) All the working sheets, result sheets, registers and other papers and documents (including the Computer soft copy) may be retained by the Board in a sealed cover. for the period as per the practice followed by them.

Notwithstanding anything contained in the aforesaid instructions, the Selection Board may decide the procedure of the recruitment process of Fireman for preparation of the Select List.

10. Advertisement of vacancies for recruitment and inviting of applications:

10.1.1 Anticipated vacancies shall be limited to those, where the Firemen are retiring within the calendar year on attaining the age of superannuation. The anticipated vacancies will also include the newly created posts. The existing vacancies shall be added to anticipated ones to arrive at the total vacancies for notification. The reservation break up of total vacancies shall be indicated unambiguously at the time of advertisement for recruitment.

10.2 The vacancies shall be advertised by the Board in at least two dailies having a wider circulation in the State on two consecutive days. The advertisement should clearly mention the total number of vacancies, their reservation for different categories of persons, the eligibility criteria as prescribed in the Order. If considered, advisable by the Board it may also be specified in the advertisement that documentary evidence, (except High School Certificate and Marks Sheet), in support of eligibility need not be submitted along with the

application. It shall be the responsibility of applicants to satisfy themselves about their eligibility under this Order before sending the applications. They shall be called upon to produce, in support of their eligibility and otherwise, all the relevant documents in original, with at least three self-certified xerox copies of each, at the approximate time, but before the preparation of merit list by the Board. Those who fail to establish their eligibility shall be disqualified. Candidates may, therefore, undertake the recruitment tests at their risk and responsibility with regard to their eligibility. Selection Committee of the recruitment centre, to be constituted for each centre by the Board or for more than one centre, wherever necessary, may verify eligibility of the short-listed candidates of that centre with reference to original certificates after most of the examinations and tests have been completed or as decided by the Board. During such verification at least three self certified (by the candidates) xerox copies of all the relevant certificates shall be collected and shall be attested (means authentication) by an officer, competent to attest, under proper signature and seal. One attested copy shall be retained in the records of recruitment. The other two shall be appended to the respective applications, ultimately for forwarding them to the appointing authority.

- 10.3 Candidature shall be cancelled, if in the opinion of Selection Board he is found ineligible for consideration under the eligibility criteria prescribed in this Order.
- 10.4 All relevant original certificates of the other kinds like, sports achievements, NCC, Caste/Class, status of being a Home Guard, too shall be examined along with the eligibility certificates. Three self certified xerox copies of all such certificates shall also be collected after due authentication, as prescribed in sub-pāra 10.2 above, and for the same purpose.
- 10.5 No application, except in the case of candidates belonging to Scheduled Castes/Scheduled Tribes shall be considered unless it is accompanied by a Treasury Challan in original, showing payment into a Government Treasury in the appropriate Head of Account, an amount, as determined by the Board from time to time, as fees for application. The appropriate Head of Account shall be mentioned in the advertisement of vacancies in the newspapers.



10.6 Application shall be submitted in the format enclosed in Annexure-I of this Order or any other format decided by the Board.

10.7 Self-certified xerox copies of the testimonials or certificates submitted by the candidates shall be deemed to be the conclusive proof of the fact of submission of such testimonials or certificates by such candidates for the recruitment.

11. **Recruitment process:**

The recruitment process will consist of the following stages, namely:

11.1 A Medical Officer shall be present and examine all the candidates after the measurement of physical standards are taken to ensure that the "physical deformed" candidates are disallowed. The decision of Medical Officer in this respect shall be final and binding. "Physical deformity" of the candidates can also be tested or retested at any stage of the recruitment process for weeding out such candidates at that stage.

11.2 Physical Standards for all categories: Allotted Marks-20.

11.2.1 While weight and chest shall be measured to determine the eligibility (refer para 5.2) the marks to be awarded for height for respective categories of candidates, shall be as follows:

<u>Category</u>	<u>Height</u> <u>Measurement</u>	<u>Marks.</u>
(1)	(2)	(3)
(h) General & SEBC(Men) (Minimum 168 cm)	Below 168 cm.	Disqualified
	168 to 169 cm	10
	above 169 to 171 cm	12
	above 171 to 175 cm	14
	above 175 to 179 cm	16
	above 179 to 184 cm	18
	above 184 cm	20
(i) Scheduled Castes/ Scheduled Tribes(Men) (Minimum 163 cm)	Below 163 cm	Disqualified.
	163 cm to 167 cm	05
	above 167 to 168 cm	10
	above 168 to 171 cm	12
	above 171 to 175 cm	14
	above 175 to 179 cm	16
	above 179 to 184 cm	18
	above 184 cm	20

11.2.2 At least one member of the Selection Board shall remain present at the time of taking of measurement of physical standard measurement of the candidates. He shall sign the result sheet of such test, along with the others assigned for taking such measurements.

### 11.3 Physical Efficiency Test (PET)

11.3.1 The Physical Efficiency Tests shall comprise of the following events with marks indicated against each:

- (a) Swimming 100 Meters (Qualifying):
- |                   |            |     |               |
|-------------------|------------|-----|---------------|
| If covered within | 30 minutes | ... | Qualified.    |
| Beyond            | 30 minutes | ... | Disqualified. |
- (b) Rope climbing (3 chances only) 1<sup>st</sup> chance ... 5 Marks  
 (Each candidate will be required to climb up a height of 6 meters from ground level using his hands only)
- |  |                        |     |               |
|--|------------------------|-----|---------------|
|  | 2 <sup>nd</sup> chance | ... | 3 Marks       |
|  | 3 <sup>rd</sup> chance | ... | 1 Mark        |
|  | Not able to climb      | ... | Disqualified. |
- (c) Run-1.6 Kms.
- |                   |           |     |               |
|-------------------|-----------|-----|---------------|
| If covered within | 5 minutes | ... | 10 marks.     |
|                   | 6 minutes | ... | 08 marks      |
|                   | 7 minutes | ... | 06 marks      |
|                   | 8 minutes | ... | 04 marks      |
| Beyond            | 8 minutes | ... | Disqualified. |
- (d) Cross-country-5 Kms.-(Qualifying)
- |                   |            |     |               |
|-------------------|------------|-----|---------------|
| If covered within | 40 minutes | ... | Qualified.    |
| Beyond            | 40 minutes | ... | Disqualified. |
- (e) High Jump-(3 chances only)  
 Qualifying height-1.22 Meters
- |               |                        |     |               |
|---------------|------------------------|-----|---------------|
| If cleared in | 1 <sup>st</sup> chance | ... | 3 marks.      |
|               | 2 <sup>nd</sup> chance | ... | 2 marks.      |
|               | 3 <sup>rd</sup> chance | ... | 1 mark        |
|               | Not able to clear      | ... | Disqualified. |

Only those, who qualify in 1<sup>st</sup> chance, will be allowed to compete in higher jumps: Only one chance shall be allowed successively to clear the heights given below for the award of higher marks.

If cleared	1.38 Meters	... 6 marks
	1.50 Meters	... 7 marks

**Note:-** Marks shall be awarded only for the highest jump cleared.

(f) Broad Jump:

Qualifying length ... 3.66 Meters.(3 chances only)

Marks will be given for the

Best of 3 chances:

If not cleared	3.66 Meters	... Disqualified.
If cleared	3.66 Meters	... 1 Mark.
	4.00 Meters	... 3 Marks
	4.33 Meters	... 5 Marks
	4.50 Meters	... 6 Marks.

(g) Cycling-1.6 Kms.

If covered within	2 minutes 30 seconds	... 5 Marks
	3 minutes 30 seconds	... 3 Marks
	4 minutes 30 seconds	... 1 Mark.
Beyond	4 minutes 30 seconds	... Disqualified.

(h) Load carrying (Qualifying).

To carry a load of 63 Kgs of sand

In a bag for a distance of 100 meters

If covered within 1 minute	... Qualified.
Beyond 1 minute	... Disqualified.

**Note:** If a candidate fails to qualify in any of the events, he shall be disqualified and shall not be allowed to participate in the subsequent test or recruitment process.

(i) Driving Test. Allotted Marks ... 5

Light Vehicle Driving License	... 3 Marks.
Heavy Vehicle Driving License	... 5 Marks.

This test may be conducted only for those candidates, who claim in their applications that they are proficient in driving and possess the Light and Heavy Duty Driving License for the last two years (excluding learning period) or more from the date of advertisement of vacancies. Those appearing for the test and awarded the marks shall be deemed to have accepted the service condition that if called upon, they shall have to drive the Heavy Duty as well as Light Duty vehicles as part of their normal duties &

Heavy Duty or Light Duty Driving License as the case may be and the date of its issue. Candidate must produce the original Driving License, which must tally with the details given by him in the Application form.

11.3.2 Those who secure 40 out of allotted 58 Marks, in the Physical Standards and PET combined together, will qualify for appearing in the Written Test and for consideration for the subsequent recruitment process. In case of candidates belonging to SC/ST/SEBC categories, the qualifying Marks for this purpose shall be 35 out of allotted 58 Marks.

11.3.3 WRITTEN TEST: Allotted Marks: 10

It shall consist of a few general knowledge questions and questions on language skills.

11.3.4 EDUCATIONAL ACHIEVEMENTS: Allotted Marks: 05.

<u>Academic Qualification</u>	<u>Division</u>	<u>Marks</u>
Matriculation	1 <sup>st</sup> Division	5 Marks.
Matriculation	2 <sup>nd</sup> Division	3 Marks.
Matriculation	3 <sup>rd</sup> Division	2 Marks.
Matriculation	Compartmental	No Marks.

Note: No marks shall be awarded for higher academic qualifications.

11.3.5 Sports achievements: Allotted Marks 15

(a) Not all the sports are widely played in Orissa. Therefore, only 26 sports disciplines, listed below and physical in nature, have been selected for the purpose of awarding marks in the recruitment test. These sports disciplines have the desired standards of play in Orissa to justify their inclusion here. The sports achievements in disciplines other than the 26 listed below shall not be eligible for award of marks.

- |                   |                           |
|-------------------|---------------------------|
| (i) Athletics     | (xiv) Kabaddi             |
| (ii) Archery      | (xv) Karate               |
| (iii) Badminton   | (xvi) Kayaking & Canoeing |
| (iv) Basketball   | (xvii) Lawn Tennis        |
| (v) Body Building | (xviii) Power Lifting     |
| (vi) Boxing       | (xix) Rowing              |
| (vii) Cycling     | (xx) Shooting             |
| (viii) Cricket    | (xxi) Swimming            |
| (ix) Equestrian   | (xxii) Table Tennis       |
| (x) Football      | (xxiii) Tae Kwon Do       |
| (xi) Gymnastics   | (xxiv) Volleyball         |
| (xii) Hockey      | (xxv) Weight Lifting      |
| (xiii) Judo       | (xxvi) Wrestling.         |

- (b) For all the 26 sports disciplines above, there are National Sports Federations/Associations, recognized by the Department of Youth Affairs and Sports, Government of India. In case of Hockey, there is a separate recognized National Sports Federation for men. The Indian Olympics Association is also a similarly recognized National Sports body for all the Olympic Sports disciplines. Marks shall be awarded for winning medals or positions either in the international competitive sports events or National sports championships or the State sports championships organized or in case of international sports event. The participation sponsored either by the recognized National Sports Federations/ Associations or Indian Olympic Association or by the corresponding Orissa State Sports Association affiliated to the recognized National Sports Federations/ Association.
- (c) The sports events, not being the open National or State championships, even if organized by the aforesaid recognized National Federations/Associations, or the corresponding affiliated Orissa State Sports Associations, shall not be eligible for award of marks for sports achievements.
- (d) The sports achievements in the open National and State Championships organized for men, and junior boys only shall be eligible for award of marks.
- (e) The sports achievements in sub-junior championships, even if organized by the recognized National Sports Federations/Associations, or corresponding Orissa State affiliated Sports Associations, shall not be eligible for award of marks.
- (f) The sports achievements or participation in the open competitive international sports events organized for men and junior boys only shall be eligible for award of marks, provided the participation was sponsored either by the recognized National Sports Federations/ Associations or the Indian Olympic Association.
- (g) It shall be the responsibility of the candidates, who may produce certificates of their sports achievements, to establish that the sports events in question were organized by the recognized National Sports Federations/Associations or under their aegis, by their corresponding affiliated State Sports Associations; or in case of international sports event the participation was sponsored as required in this Order; and that the sports certificates produced by them have

been issued by the authorized office-bearers of such National Sports Federations/Associations or the affiliated State Sports Associations or the International Sports Organization. The sports certificate produced must identify the sports meet, the discipline, the event, the venue and dates on which it was held. It must mention that it was either an open National Championship or open State Championship or an international competitive sports event. The sports achievement certificates issued otherwise than above shall not be eligible for the award of marks.

(h) In case of any doubt with regard to the eligibility or the veracity of the sports achievements certificates, the matter shall be referred to the Directorate of Sports under intimation to the Home Department for seeking necessary reports or confirmation from the concerned recognized National Sports Federations/Associations or the Indian Olympic Association, as the case may be. Similarly, disputes about NCC certificates may also be referred to the local NCC Directorate under intimation to the Home Department. The names of such candidates shall not appear in the Merit Lists and the Select List until decision of the Home Department in this respect is available.

(i) A candidate must choose only one of his achievements in the aforesaid sports events for awarding such marks. Marks shall not be awarded for more than one achievement.

(j) The marks shall be awarded for the following sports achievements only.

(i) Winning a medal in open State Championships:

For a Gold Medal	...	5 Marks.
For a Silver Medal	...	3 Marks.
For a Bronze Medal	...	2 Marks.

(ii) Winning a medal in open National Championships:

For a Gold Medal	...	10 Marks.
For a Silver Medal	...	7 Marks.
For a Bronze Medal	...	5 Marks.

(iii) Representing the Country and participating in a competitive International Sports Meet and winning no medal

...	5 Marks.
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(iv) Winning medals in the competitive International

Sports meets:

For a Gold Medal	...	15 Marks
For a Silver Medal	...	12 Marks.
For a Bronze Medal	...	10 Marks.

Note:1: The Gold, Silver and Bronze Medals, respectively, shall mean the First, Second and Third Ranks, wherever the medals were not awarded.

Note:2: Recognized National Federation/Association of various sports disciplines shall mean those recognized by the Department of Youth Affairs & Sports of Government of India.

11.3.6. Marks for processing National Cadet Corps Certificate:

- |       |                                      |     |          |
|-------|--------------------------------------|-----|----------|
| (i)   | National Cadet Corps "A" Certificate | ... | 5 Marks. |
| (ii)  | National Cadet Corps "B" Certificate | ... | 7 marks. |
| (iii) | National Cadet Corps "C" Certificate | ... | 9 Marks. |

11.3.7. Personality Test: Allotted Marks ... 3

11.3.8. Preference for Home Guards:

On production of the certificate from the Superintendent of Police regarding enrolment as Home Guards for at least 3 years subject to completion of basic course of Training before the earliest date of advertisement of vacancies and that he had served satisfactorily, the candidate will be considered eligible for the purpose of reservation. If his enrolment was not cancelled, it shall be treated that he had worked satisfactorily as a Home Guard Volunteer. Marks for sports achievements and NCC certificates shall be awarded in accordance with the provisions of this Order only, after due verification of the original certificates. In case of any doubt about the veracity or authenticity of such certificates, the matter shall be referred to the Directorate of Sports or the NCC Directorate about sports verification or NCC verification invariably, under intimation to the Home Department for necessary clarification enclosing an authenticated xerox copy of such certificates.

12. Merit List:

12.1 While preparing a Merit List, the Selection Board will follow its own rules and practice.

12.2 The State-wise merit lists will be prepared separately for each category (i.e. UR, SEBC, SC & ST) preferably in the format containing the columns in the order that follows:- (1) Serial Number & Merit; (2) Name & Full Address;

(3) Application Registration Number and the name of Recruitment Centre' (4) Date of Birth; (5) Aggregate Marks; (6) Remarks.

12.3 In the 'Remarks' column be mentioned, wherever applicable, the status of candidates as a Sports-person, Ex-serviceman and Home Guard. The same person may fall in more than one group/category.

13. **Combined Merit List.**

13.1 The Selection Board will merge the aforesaid merit lists and prepare the combined merit list of successful candidates of all the categories not exceeding the total number of vacancies advertised, Candidates in this combined merit list, claiming the reserved vacancies, shall also not exceed the vacancies advertised for the respective categories. They shall also be identified by writing SEBC or SC or ST, against their names showing the category of reserved vacancy claimed by them. The Sports person and Ex-servicemen, selected on preferential basis on the vacancy reserved for them, shall claim the Unreserved, SEBC or SC or ST, vacancy pending upon the category they may belong to. The combined merit list will also identify the Home Guard volunteers getting selected due to credit marks given to them.

13.2 A copy of the combined Merit list, duly authenticated, shall be forwarded by the Board to the D.G. of Police & Director, Fire Service/ Director, Fire Service.

13.3 The Selection Board will also send in respect of all the successful candidates the two photographs, the corresponding original applications and the related personal documents, including the two attested xerox copies of all the certificates & testimonials collected from the candidates in support of their eligibility, age, reservation category and other status or achievements for which the marks were awarded in the recruitment to the merit-listed candidates, to the D.G. of Police & Director, Fire Service/ Director, Fire Service.

14. **Select List:**

14.1 D.G. of Police & Director, Fire Service/ Director, Fire Service will peruse the combined merit list sponsored as above by the Board. He may compare it with the break up of vacancies, which were advertised with the Board and seek from them any clarification, if he is not satisfied with it.

14.2 After receipt of clarification sought if any, he will approve the combined merit list to make it the Select List. The names of successful candidate, arranged in the ~~Select List in order of merit,~~ shall constitute the inter-se seniority of the candidates, after their appointment.



15. **Appointment**

- 15.1 All the certificates, like of High School, Caste, Class, Sports achievement, Home Guard, Ex-Serviceman status, in respect of the Select-listed candidates, shall, as far as feasible, be got re-verified by the D.G. of Police and Director, Fire Service by contacting the authorities, who may have issued them, before appointment orders are issued to individual candidates. Similarly their character and antecedents shall be verified and medical fitness be got certified before issuing the appointment letters.
- 15.2 The appointment letters, to be issued, shall be pasted with the photographs of the candidates concerned. The seal and signature of the appointing authority shall be given across the photograph such that it also spreads over the paper it is pasted on. The other copy of the photograph will similarly be pasted in the Service Book.
- 15.3 The persons appointed shall be on probation for a period of two years.
- 15.4 The terms and conditions of the service and the duties & responsibilities of Firemen shall be the same as assigned to them in the Orissa Fire Service Act, 1993, in the rules/orders framed under that and in the instructions of the Government issued from time to time.

16. **Training:**

If a candidate, after being selected as Fireman, fails to complete the Basic Course of Fireman training of 9 months duration or is found physically unfit during the period of training or he is declared 'failed' in the final examination of the Basic Course of training, conducted at OFSTI, Bhubaneswar, he shall be given one more chance to appear in the examination after one month time.

In addition to the basic training of 9 months at OFSTI, Bhubaneswar, the candidate on appointment as a Fireman has to undertake any other specialized training required for the job as decided by the D.G. of Police & Director, Fire Service/ Director, Fire Service.

**ORDER**

The Resolution be published in the next issue of extra-ordinary Orissa Gazette.

By order of the Governor.

Jan 24.2.07  
Principal Secretary to Government.

Memo No. 377 / Date <sup>18</sup> 26-2-2007

Copy forwarded to the Director, Printing, Stationery and Publication, Orissa, Cuttack-10 for information. He is requested to publish this Resolution in the next issue of the Extra Ordinary issue of Orissa Gazette and supply the Home Department with 100 copies.

Memo No. 378 / Date <sup>20</sup> 26-2-2007  
Additional Secretary to Government.

Copy forwarded to all the Departments of Government for information and necessary action.

Memo No. 379 / Date. <sup>21</sup> 26-2-2007  
Additional Secretary to Government.

Copy forwarded to the D.G. & I.G. of Police, Orissa, Cuttack/ D.G. & I.G. of Police, Fire Service, Orissa, Cuttack/ Additional D.G.-cum-I.G., Prisons & Director, Correctional Services, Orissa, Bhubaneswar/ All Revenue Divisional Commissioners/All Range D.I.Gs of Police/ All Collector & District Magistrates/ All Superintendent of Police for information and necessary action.

Additional Secretary to Government.