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HOME DEPARTMENT  
NOTIFICATION

The 25th August, 2021

**S.R.O. No.293/2021**—In exercise of the powers conferred by sub-section (1) read with clause (c) of sub-section (2) of Section 26 of the Odisha Fire Service Act., 1993 and in supersession of the Odisha Fire Service (Method of Recruitment of Fireman) Order, 2006 and the Odisha Fire Service (Method of Recruitment and Conditions of Service of Fireman Driver) Rules, 2011 except as respect things done or omitted to be done before such supersession, the State Government do hereby make the following rules regulating the method of recruitment and conditions of service of the Group-C officers of Odisha Fire Service namely:—

**1. Short Title and Commencement.**— (1) These rules may be called the Odisha Fire Service (Methods of Recruitment and Conditions of Service of the Group-‘C’ Officers) Rules, 2021.

(2) They shall come into force on the date of their publication in the *Odisha Gazette*.

**2. Definitions**— (1) In these rules, unless the context otherwise requires,—

(a) “Appointing Authority” means Fire Officer of the Ranges in respect of Fireman, Fireman Driver, Leading Fireman, Driver Havildar, Helper Fireman, Havildar Mechanic and Inspector General, Fire Service in respect of Assistant Station Officer, Havildar Major;

(b) “Board” means the Recruitment Board constituted under rule 8;

- (c) "Committee" means the Departmental Promotion Committee constituted under rule 20;
- (d) "Government" means the Government of Odisha;
- (e) "Ex-Servicemen" means the person defined in the Odisha Ex-Servicemen (Recruitment to State Civil Services and Posts) Rules, 1985;
- (f) "Director" means Director General, Fire Services, Odisha;
- (g) "Scheduled Castes and Scheduled Tribes" shall have reference to the Scheduled Castes and Scheduled Tribes specified in the Constitution (Scheduled Castes) Order, 1950 and the Constitution (Scheduled Tribe) Order, 1950, as the case may be, made under Articles 341 and 342 of the Constitution of India, respectively;
- (h) "Select list" means the list of successful candidates prepared under rule 16 in case recruitment and in case of promotion, the list prepared for each promotional post separately under the provision of these rules;
- (i) "SEBC" means the 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 in the list under the Odisha State Commission for Backward Classes Act., 1993 (Odisha Act., 16 of 1993);
- (j) "Sportsmen" means a person, who has been issued with identity card as sportsperson by the Director, Sports as per Resolution No.24808/Gen., dated the 18th November, 1985 of General Administration Department, as amended from time to time; and
- (k) "Year" means the calendar year;

(2) All other words and expressions used in these rules but not specifically defined shall, unless the context otherwise requires, have the same meaning as, respectively, assigned to them in the Odisha Service Code.

**3. Constitution of Service.**—The service shall be of State Cadre and shall consist of following posts, namely:-

- (a) Fireman;
- (b) Fireman Driver;

- (c) Helper Fireman;
- (d) Leading Fireman;
- (e) Driver Havildar;
- (f) Havildar Mechanic;
- (g) Assistant Station Officer; and
- (h) Havildar Major

**4. Method of Recruitment.**— Subject to the provisions of these rules, the recruitment to the posts in the service shall be made by the following methods, namely:-

- (a) The posts of the Fireman and Fireman Driver shall be filled up by Direct Recruitment:

Provided that ten per centum (10%) of the vacancies advertised shall be filled up from among the eligible Home Guards.

- (b) The post of Helper Fireman shall be filled up by exercising option by the Fireman or Fireman Driver.
- (c) The posts of Leading Fireman, Driver Havildar, Havildar Mechanic, Assistant Station Officer and Havildar Major shall be filled up by way of promotion in accordance with these rules.

**5. Mode of recruitment.**—The selection process shall consist of the following tests in the order given below:—

Sl. No.	Test/examination	Maximum marks/qualifying
1	Written Test	100 Marks
2	Physical Standard	Qualifying
3	Physical Efficiency Test & Trade Test	Qualifying
4	Medical Test	

**6. Eligibility Criteria for Direct Recruitment.—** (1) In order to be eligible for direct recruitment, a candidate must,—

- (a) be a citizen of India,
- (b) not be less than 18(Eighteen) years of age and more than 25 (Twenty-five) years of age as on 1st day of January of the year in which the advertisement is published inviting the applications:

Provided that the upper age limit in respect of reserved category of candidates referred to in rule 9 shall be relaxed in accordance with the provisions of the Act, rules, orders or instructions, for the time being in force, for their respective categories.

- (c) have passed Higher Secondary Examination Certificate (+2) conducted by the Council of Higher Secondary Education, Odisha, Bhubaneswar or any other equivalent examination conducted by any other recognized Board or Council,
- (d) be of a good moral character and he should not have been convicted for any criminal offense,
- (e) be of sound health and physique and free from any organic defect or body infirmity,
- (f) not have more than one spouse living:

Provided that the Government may, if satisfied that such marriage is permissible under the personal law applicable to such person or there are other grounds for doing so, exempt any person from the operation of this rule.

- (g) be able to speak, read and write Odia and have,—
  - (i) passed M.E. School or Higher Examinations with Odia language as a subject;
  - (ii) passed H.S.C. or equivalent examinations with Odia as a medium of examination in non-language subject;

(iii) passed the written test in Odia in M.E. School Standard conducted by the Board of Secondary Education, Odisha,

(h) have the minimum physical standard of height, weight and chest as follows:—

Category	Height	Weight	Chest	
			Unexpanded	Expanded
Un-reserved/ SEBC (Men only)	168Cm.	55kg.	79Cm.	84Cm.
Schedule Caste/ Scheduled Tribe (Men only)	163Cm.	50Kg.	76Cm.	81Cm.

(2) Women, Persons with disabilities are not eligible for consideration for recruitment into the Fire Service.

(3) Eligibility of candidates shall be verified with reference to their Original Certificates.

(4) A Home Guard in order to be eligible for consideration to the post of Fireman or Fireman Driver,—

(a) must have completed three years of enrolment without any interruption on the date of which the advertisement for recruitment is published and must possess the enrolment certificate issued by Commandant, Home Guards of the District-*Cum*-Superintendent of Police;

(b) must have undergone the basic course of training for Home Guards and possess basic training course completion certificates prior to the date of advertisement;

(c) must not be more than 30 years of age on the 1st day of January of the year in which the advertisement for recruitment will be published.

(5) A candidate for recruitment of Fireman Driver must possess a valid Heavy Motor Vehicle Driving License for the last one year (excluding learning period) or more, prior to the date of advertisement.

**7. Written Examination and Recruitment Centre.** —The Board may decide to have as many centres as deemed feasible for the purpose of holding the written test and there shall be no bar on collection of the applications by the recruiting agency at different places as mentioned in the advertisement from time to time, but when candidates are short-listed after written test, the Board at its discretion may hold the physical standard and efficiency tests at any place or places as decided by the Board.

**8. Recruitment Board.**—(1) There shall be constituted a Recruitment Board consisting of the following officials for recruitment of Fireman and Fireman Driver:-

- |   |                |
|---|----------------|
| (a) An Officer not below the rank of I.G. of Police, Fire Service   | -- Chairperson |
| (b) An Officer not below the rank of Chief Fire Officer   | -- Member      |
| (c) An Officer not below the rank of Fire Officer   | --Member       |
| (d) Chief District Medical Officer or his nominee not<br>below the rank of Sub divisional Medical Officer | --Member       |
| (e) District Welfare Officer, in his absence<br>Addl. District Welfare Officer                            | --Member       |

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

(3) After giving advance notice in writing to all the members, three members present shall form the quorum for Board Meeting in which at least one outside member is always present in the quorum.

(4) The Chairperson of the Board may make requisition for the services of Fire Service personnel or other Departments to assist the Board in the recruitment process.

(5) The Recruitment Board including the District Welfare Officer or Additional District Welfare Officer of the District shall have the responsibility to ensure adherence to the reservation law and rules.

**9. Reservation of vacancies.**—Notwithstanding anything contained in these rules, reservation of vacancies of posts, as the case may be, for candidates belonging to,-

- (a) Scheduled Castes and Scheduled Tribes shall be made in accordance with the provisions of the Odisha Reservation of Vacancies in Posts and Services (for

Scheduled Castes and Scheduled Tribes) Act., 1975 and the rules framed thereunder for direct recruitment as well as promotion given separately.

(b) SEBCs shall be in accordance with the provisions made under such Act., Rules, Orders of the Government from time to time for direct recruitment only.

(c) Sportsmen and Ex-servicemen shall be in accordance with the provisions made under such Act., Rules, Orders or Instructions, issued in this regard by the Government, from time to time for direct recruitment only.

**10. Examination Fees.** — (1) A candidate is required to pay a non-refundable and non-adjustable fees and the amount of examination fees shall be decided by the Recruitment Board in consultation with the Government in Home Department;

(2) The fees paid shall not be refunded under any circumstance nor can the fee be adjusted or held in reserve for other examination or recruitment but the candidates belonging to Schedule Caste and Schedule Tribe are exempted from payment of examination fees; and

(3) The candidates applying for the recruitment shall deposit the required Fees in the State exchequer in the prescribed head of account as notified in the advertisement.

**11. Advertisement of vacancies for recruitment and inviting of applications.** — (1) Vacancies in the sanctioned post of Fireman and Fireman Driver to be filled up in a calendar year shall be determined by the Director with the approval of the Government taking into account the existing vacancies and anticipated vacancies likely to occur in that year.

(2) The vacancies shall be advertised by the Board following due procedure at least in two dailies having a wide circulation in the State on two consecutive days.

(3) It shall be the responsibility of the Director where a written examination or recruitment centre is established to extend all the necessary assistance to the Board and the local District Superintendent of Police or Commandants of Battalions shall also render necessary infrastructural and manpower assistance wherever requested by the Board.

**12. Recruitment Process.** — (1) There shall be a written Test for both Fireman and Fireman Driver consisting of the following papers as detailed below, :—

Category of posts	Subject	Maximum marks	Time
(1)	(2)	(3)	(4)
Fireman	English & Odia language, General studies, Computer fundamentals & IT skills	100	120 minutes
Fireman Driver	English & Odia language, General Studies, Computer fundamentals, IT skills and trade subject	100	120 minutes

(2) The written test shall consist of objective type –Multiple choice questions only which shall be conducted in a transparent manner using OMR (Optical Mark Recognition) or OCR (Optical Character Recognition) sheet or computer based test or any other objective modern method of assessment in vogue at relevant point of time and there shall be negative marking of 0.25 marks for each wrong answer in written test.

(3) For Physical Standard and Efficiency Test not more than three times of the total advertised vacancies category-wise, candidates those who qualify in written test shall be short listed in descending orders of marks secured in written test.

**(13) Syllabus for the Written Test.** –The syllabus for written test shall be as given below—

(a) General English,— The pattern of the questions shall broadly include the following with +2 Standards:—

- (i) Comprehension of a given passage,
- (ii) Usage and vocabulary,



(iii) Questions to test the knowledge of Grammar.

(b) Odia Language,-

(i) Comprehension of a given passage,

(ii) Usage and vocabulary,

(iii) Questions to test the knowledge of Grammar.

(c) General Studies.—

(i) The nature and standard of questions is such that a well-educated person shall be able to answer them without having specialized study of the concerned subjects.

(ii) The questions shall test the general awareness of the candidates of a variety of subjects covering various fields of knowledge as expected from any +2 candidates.

(iii) The question shall be in English.

(iv) The General Studies paper shall include questions covering the following fields of knowledge, namely:—

(a) General science and recent scientific technological developments: Questions shall test the candidate's awareness in the field of science and technology including matters of everyday observations and experience;

(b) Current events of national and international importance: Question shall be to test the knowledge of significant national and international events and of the topics of social relevance in the present day India;

(c) History of India from ancient times and Indian National Movement: Emphasis shall be on testing of the general understanding of social, economic and political aspects of the Indian History. Questions on Indian National Movement will relate to the nature and character of the nineteenth century resurgence, growth of nationalism, attainment of Independence and role of leading personalities in the freedom movement;

- (d) Indian and world Geography: Emphasis shall be more on geography of India and the questions shall relate to physical and economic geography of the Country covering the main features of Indian agriculture and national resources;
- (e) Indian Polity & Economy: Questions on Indian Polity shall be on political system, constitution of India, Panchayati Raj Administration, principal features and characteristics of Indian Economy, planning and economic development of India;
- (f) Mental Ability and Test of Reasoning;
- (g) Numerical Ability and Arithmetic of HSC Standard;
- (h) Computer Fundamentals and IT Skills; and
- (i) Trade subject (for fireman driver only): Knowledge on vehicles, driving and traffic rules.

**(14) Physical Efficiency Test.** — (1) Save as otherwise provided in these rules, the physical efficiency tests for all categories shall comprise of the following events, namely:—

(a) **Load carrying: (Only For Fireman)**

To carry 63 kg of sand in a bag for a distance of 100 meters.

Up to 60 seconds	Qualified
Beyond 60 seconds	Disqualified

(b) **Rope Climbing :** (Only For Fireman)

Each candidate shall be required to climb up to a height of 6 (six) meters from ground level using his hands only in maximum three attempts.

(c) **Swimming (100 Meters):** (For both Fireman and Fireman Driver)

If covered within	08 Minutes	Qualified
Beyond	08 Minutes	Disqualified

(d) **Run 1.6 KM:** (For both Fireman and Fireman Driver)

If covered within	07 Minutes	Qualified
Beyond	07 Minutes	Disqualified

(e) **High Jump:** (For both Fireman and Fireman Driver)

Qualifying height: 1.22 Meters

Three chances will be allowed to qualify.

(f) **Broad Jump:** (For both Fireman and Fireman Driver)

Minimum Qualifying length- 3.66 meters.

Three chances will be allowed to qualify.

(g) **Cross Country 5 KMs:** (for both Fireman and Fireman Driver)

Within 25 Minutes-Qualified

Beyond 25 Minutes-Disqualified

**Note:** - If a candidate fails to qualify in any of the events, his candidature shall be rejected and he shall not be allowed to participate in the next event.

(2) **Marks for NCC Certificates:** The following marks shall be awarded for NCC Certificates after due verification of original certificates, namely:—

- (i) N.C.C. 'A' Certificate ... 01
- (ii) N.C.C. 'B' Certificate ... 02
- (iii) N.C.C. 'C' Certificate ... 03

(3) **Trade Test: — (Driving)-for Fireman Drivers.-** In case of recruitment to the post of Fireman Driver-

- (a) Driving test shall be conducted for all candidates and they shall have to drive Heavy Vehicles as well as Light Vehicles as part of their normal duties and responsibilities.
- (b) Driving Test shall not be conducted without verification of validity of the Driving License and the candidate must possess Heavy Motor Vehicle Driving License for the previous one year (excluding learning period) or more, prior to the date of advertisement of vacancies.
- (c) The candidate must produce the original Driving License, which must match with the details given by him in the application form.
- (d) The driving test shall be of purely qualifying in nature and the mode of driving test shall be the same as prescribed by Commissioner, Transport to grant Heavy Driving License.

**15. Medical Screening Test.** —The medical screening test shall be made in the following manner, namely:—

(a) A Medical Officer not below the rank of SubDivisional Medical Officer (SDMO) may conduct the test at any stage of recruitment process as scheduled by the Board towards verification of deformity with the following medical examination.

(b) Candidates must not have knock knee, bow legs, flat foot, varicose veins, squint in eyes, poor vision, colour blindness, inability to flex the fingers properly and any other obvious deformities and also he should have no impediment in speech and hearing.

**16. Select List.** – (1) On completion of the recruitment test, the Board shall draw up the Merit list of successful candidates separately for Fireman and Fireman Driver as per reservation principle prevalent at that point of time.

(2) The unreserved vacancies shall be filled up on merit only i.e. by the candidates irrespective of their categories after normalizing the relaxation/benefits prescribed for reserve category candidates in the recruitment rules except relaxation of age and fees so as to ensure that the reserve candidates satisfy all the norms/standards prescribed for un-reserved vacancies.

(3) If the written test marks obtained by two or more persons are equal, the candidate older in age shall be placed above the other in the select list.

(4) the Director shall review the Merit List prepared as above by the Board. He shall compare it with the break-up of vacancies, which were advertised with the Board and seek clarification, if any, from them.

(5) After receipt of clarification, if any, he will approve the Merit List for publication and after his acceptance, it will become the Select List for the purpose of appointment of candidates.

(6) There shall be no waiting list.

(7) The Select List shall remain valid for one year from the date of its publication.

**17. Appointment.** – (1) Appointment orders shall be issued by the respective Appointing Authority in the order the names appear in the Select List.

(2) Before giving appointment, all requirement regarding educational qualification, age, applicant's fitness and character antecedent must be examined out.

(3) The terms and conditions of the service and the duties and responsibility of Group-C officers shall be the same as assigned to them in the Odisha Fire Service Act., 1993(Odisha Act., 30 of 1993) and rules framed thereunder and the instructions of Government issued from time to time.

**18. Training.** – (1) A candidate, after being selected as Fireman or Fireman Driver, has to complete the Basic Course of Fireman or Fireman Driver training, as the case may be, of nine months duration conducted at Odisha Fire and Disaster Response Academy, Bhubaneswar or Odisha Fire and Disaster Response Institute, Naraj, Cuttack or OSWALI, Ramachandi, Puri or at any other location as may be designated by the Director, Fire Services.

(2) In addition to the basic training of nine months at the Academy of the Institute referred to in sub-rule (1) each Fireman shall undergo driving course of training for 30 (thirty) working days to drive fire service vehicles and operate pumps and the candidate, on appointment as a Fireman or Fireman Driver has to undertake any other specialized training required for the job as decided by the Director, Fire Services, Odisha.

(3) If a candidate fails to complete the training as provided under these rules or is found physically unfit during the period of said training or declared failed in the final examination of said training shall be given two chances to appear in the examination after one month from the date of previous examination and if the candidate again fails in two chances, he shall be removed from the service.

(4) The annual increments shall not be allowed unless and until the candidate passes the aforesaid training.

**19. Inter se-Seniority.**-The *inter se*-seniority of Fireman or Fireman Driver appointed by way of direct recruitment during a particular recruitment year shall be determined in accordance with marks obtained in both during recruitment and in final examination of Fireman or Fireman Driver course of training in the ratio of 1:2.

**20. Constitution of Departmental Promotion Committee.** — (1) There shall be constituted a Departmental Promotion Committee consisting of the following members to consider the promotion to the posts as specified under rule 4(c), namely:—

- (a) An officer not below the rank of  
Inspector General of Police — Chairperson
- (b) An officer not below the rank of Chief Fire Officer — Member
- (c) An officer not below the rank of Fire Officer — Member-Convener

(2) The Chairperson of the Departmental Promotion Committee may co-opt member of any other wing wherever required.

**21. Promotion to the post of Leading Fireman:** — (1) Subject to the provision contained in sub-rule(2) for promotion to the post of Leading Fireman, a Fireman must, -

- (a) have completed 5(five) years of qualifying service in the rank after completion of Fireman Course of Training;
- (b) have good service record;
- (c) be free from vigilance and criminal angle; and
- (d) must be physically fit and mentally sound;

(2) The Committee shall hold a pre-promotional test, to test knowledge and proficiency (both demonstrative and instructional) of all eligible Firemen who shall appear the written test and after being qualified in the written test, they shall be allowed to appear the physical test, the details of which are given below:—

- (a) Written Test - - 50Marks (1 hr. 30mins);
- (b) Swimming 100mtrs (one hundred meters) in 10minutes - Qualifying;
- (c) Running a distance of 1.6 kms in 09 (Nine) minutes - Qualifying; and
- (d) Rescue from smoke chamber wearing Breathing Apparatus - Qualifying

(3) The module and pattern of the Pre-Promotional Test shall be as decided by the Director and in order to pass in the written test a fireman must secure 40%(forty per centum)marks out of the allotted mark.

(4) The committee shall scrutinize the service records of only those Firemen who have successfully passed the pre-promotional test (both written and physical) and submit

their proceedings to the Director and the select list shall be prepared on the basis of seniority which shall be equal to the existing vacancies and anticipated vacancies pertaining to that particular year in which the Committee is held.

(5) The list so prepared shall be valid for a period of one year from the date of its approval by the Director and there shall be no waiting list.

(6) The selected Firemen shall undergo and pass the Leading Fireman Course of Training of 120 (one hundred-twenty) working days duration at the Odisha Fire and Disaster Response Academy or at any other location as may be designated by the Director.

(7) The Director may prescribe the syllabus and modalities of training examination etc. and if a candidate fails in the examination, he shall be given one more chance to pass the examination in the failed subjects only after a further training of 12 (twelve) working days duration immediately after declaration of result of the final examination but the candidate who fails in the final examination and pass in the second chance shall be treated as separate batch and hold seniority below the previous passed out batch and the candidate who fails again in the second chance shall not be given promotion to the rank of Leading Fireman.

**22. Promotion to the post of Driver Havildar, —** (1) The posts of Driver Havildar shall be filled up by way of promotion from the posts of Fireman and Fireman Driver in the manner as follows:—

(a) 75% of vacancies in the rank of Driver Havildar shall be filled up by eligible Fireman Drivers and the un-filled posts of Driver Havildar meant for eligible Fireman Drivers would be filled up by eligible Firemen.

(b) 25% of vacancies in the rank of Driver Havildar shall be filled up by the eligible Firemen and the un-filled posts of Driver Havildar meant for eligible Firemen would be filled up by eligible Firemen Drivers.

(2) Subject to provision contained in sub-rule (3), for promotion of Fireman and Fireman Driver to the post of Driver Havildar,-

- (a) (i) the Fireman Driver must have completed 5(five) years of qualifying service after completion of Fireman Driver Course of Training,
- (ii) the Fireman must have completed 5(five) years of qualifying service after completion of Fireman Course of Training as well as authorized by the Fire Service Directorate to drive Fire Service vehicle and operate pumps,
- (iii) he must have at least 5 years' experience in that field from the date of authorization and continued such till attending the Driver Havildar promotional Board,
- (iv) he must possess a valid heavy driving license during the test.
- (b) he must have possessed a valid Heavy Motor Vehicle Driving License;
- (c) he must have good service record;
- (d) he must be free from any vigilance and criminal cases; and
- (e) he must be physically fit and mentally sound;

(3) The Committee shall hold a pre-promotional test of all eligible Firemen and Firemen Driver coming within the zone of consideration in the following events to test their physical fitness, knowledge and proficiency (both demonstrative and instructional) who shall appear the written test the details of which are given below:—

- |   |                            |
|---|----------------------------|
| (a) Written Test  | - 50 Marks (1 hr. 30 mins) |
| (b) Swimming (100 meters) in 10minutes                    | - Qualifying               |
| (c) Running a distance of 1.6 kms in 09 (Nine) minutes    | - Qualifying               |
| (d) Driving of Motor Fire Engine                          | - Qualifying               |
| (e) Rescue from smoke chamber wearing Breathing Apparatus | - Qualifying               |

(4) The module and pattern of the Pre-Promotional Test shall be as decided by the Director and in order to pass in the written test, a Fireman or Fireman Driver must secure 40%(Forty Per centum) out of the allotted mark.

(5) The committee shall scrutinize the service records etc. of only those Firemen and Fireman Driver, who have successfully passed the pre-promotional test and submit their proceedings to the Director and the select list shall be prepared on the basis of seniority which shall be equal to the existing and anticipated vacancies for the year in which the committee is held.

(6)The list so prepared shall be valid for a period of one year from the date of its approval by the Director and there shall be no waiting list.



(7) The selected Firemen and Fireman Driver shall undergo and pass the Driver Havildar Course of Training of 120 (one hundred-twenty) working days duration at the Odisha Fire and Disaster Response Academy, Bhubaneswar or Odisha Fire and Disaster Response Institute, Naraj, Cuttack or at any other location as may be designated by the Director.

(8) The Director may prescribe the syllabus and modalities of training, examination etc.

(9) A failed candidate shall be given one more chance to pass the examination in the failed subjects after a further training of 12 (twelve) working days duration immediately after declaration of results of the final examination but the candidate who fails in the final examination and passes in the second chance shall be treated as separate batch and hold seniority below the previous passed out batch and the candidate who fails again in the second chance shall not be given promotion to the rank of Driver Havildar.

**23. Promotion to the posts of Assistant Station Officers.** — (1) Appointment to the posts of Assistant Station Officer in a year shall be made in the following manner, namely:-

- (a) 75% vacancies by promotion of eligible Leading Firemen; and
- (b) 25% vacancies by promotion of eligible Driver Havildars:

Provided that in the event of non-availability of eligible candidates from either category (i.e. Leading Fireman or Driver Havildar), the promotional vacancies shall be filled up irrespective of the feeder stream.

(2) subject to the provision contained in sub-rule(3), for promotion to the post of Assistant Station Officer, a Leading Fireman or a Driver Havildar must,—

- (a) have completed 3(three) years of qualifying service in respective rank after completion of Leading Fireman or Driver Havildar Course of Training as the case may be;
- (b) have good service record;
- (c) be free from vigilance and criminal cases; and
- (d) be physically fit and mentally sound;

(3) The Committee shall hold a pre-promotional test of all eligible Leading Firemen and Driver Havildars coming within the zone of consideration, to test their knowledge and proficiency (both demonstrative and instructional) and those eligible Leading Firemen and Driver Havildars shall appear the written test and after being qualified in the written test, they shall be eligible to appear the physical test, the details of which are given below:—

- (a) Written Test - 100 (Hundred) Marks  
 (b) Swimming 100 mtrs (one hundred meters) in 12minutes - Qualifying  
 (c) Running a distance of 1 km in 09 (Nine) minutes - Qualifying  
 (d) Rescue from smoke chamber wearing Breathing Apparatus - Qualifying

(4) The module and pattern of the Pre-Promotional Test shall be as decided by the Director and in order to pass in the written test, a Leading Fireman or Driver Havildar must secure 40% (Forty Per centum) marks out of the allotted mark.

(5) The committee shall scrutinize the service records of only those Leading Firemen and Driver Havildars who have successfully qualified in the pre-promotional test and submit their proceedings to the Director and the select list shall be prepared on the basis of seniority which shall be equal to the existing and anticipated vacancies for the year in which Committee is held.

(6) The list shall be valid for a period of one year from the date of its approval by the Director and there shall be no waiting list.

(7) The selected Leading Firemen and Driver Havildars shall undergo and pass the Assistant Station Officers Course of Training for 120 (one hundred twenty) working days at the Odisha Fire and Disaster Response Academy, Bhubaneswar or at any other location as may be designated by the Director.

(8) The Director may prescribe the syllabus and modalities of training and examination.

(9) A failed candidate will be given one more chance to pass the examination in the failed subjects after a further training of 12 (twelve) working days duration immediately after declaration of results of the final examination but if the candidate fails in the final examination and pass in the second chance shall be treated as separate batch and hold seniority below the previous passed out batch and the candidate who fails again in the second chance shall not be given promotion to the rank of Assistant Station Officer.

**24. Selection to the post of Helper Fireman.**—(1) The Post of Helper Fireman of Odisha Fire Service shall be filled up from eligible Firemen or Fireman Driver by exercising option at their own choice subject to provision contained under sub-rule (3),

(2) For the post of Helper Fireman, a Fireman or Fireman Driver must,—

- (a) have completed one year continuous service excluding basic training;
- (b) have obtained Trade Certificate from I.T.I. controlled by the N.C.V.T., India or S.C.T.E. & V.T., Odisha in Motor Mechanic, Auto Electricians, Electricians, Welder, Painter, Carpenter, Fitter, Diesel Mechanic, Black Smith;
- (c) have a valid Driving License (LMV or HMV);
- (d) have good service record;
- (e) be free from vigilance and criminal cases; and
- (f) be physically fit and mentally sound;

(3) The Committee shall hold a Trade Test of all eligible Firemen and Fireman Drivers to test their knowledge and proficiency both in practical and theory who shall first appear the written test and on being qualified in the written test on securing 40%(Forty Per centum) marks out of allotted mark, they shall appear the trade test.

The details of mark allotted shall be as follows:—

- |  |                          |
|--|--------------------------|
| (a) Written Test -                       | 50 Marks (1 hr. 30 mins) |
| (b) Practical test on respective trade - | 30 marks                 |

(4)The module and pattern of the Trade Test shall be as decided by the Director and in order to pass the trade test, the Fireman or Fireman Driver shall have to secure 40%(forty Per centum) marks in practical and theory individually.

(5)The committee shall scrutinize the service records of only those Firemen or Fireman Driver who have successfully passed the Trade test and submit their proceedings to the Director and the select list shall be prepared on the basis of seniority which shall be equal to the existing and anticipated vacancies for the year in which the Committee is held.

(6) The list shall be valid for a period of one year from the date of its approval by the Director and there shall be no waiting list.

(7) The selected Firemen or Fireman Driver shall be appointed as Helper Fireman as per vacancies available in the respective trade.

**25. Promotion of Helper Fireman to Havildar Mechanic.**—(1) Subject to provision contained under sub-rule (2), for promotion to the post of Havildar Mechanic, a Helper Fireman must,-

- (a) have completed 5(five) years of qualifying service in the rank Helper Fireman;
- (b) have good service record;
- (c) be free from vigilance and criminal cases; and
- (d) be physically and mentally sound.

(2) The Committee shall hold a Trade Test of all eligible Helper Firemen to test their knowledge and proficiency both in practical and theory who shall have to appear the written test first and after being qualified in the written test on securing at least 40% (forty Per centum) of marks out of allotted mark, they shall be allowed to appear the trade test and the marks allotted for both written and practical test shall be as follows:—

- (a) Written Test -50 Marks(1 hr 30 mins)
- (b) Practical test in respective trade- 30 marks

(3)The module and pattern of the Trade Test shall be as decided by the Director and in order to pass the trade test, the Helper Fireman shall have to secure 40%( forty Per centum) marks out of the allotted mark in theory and practical individually.

(4) The committee shall scrutinize the service records etc. of only those Helper Firemen who have successfully passed the Trade test and submit their proceedings to the Director and the select list shall be prepared in the basis of seniority limited to the existing and anticipated vacancies for the year in which pre-promotion board is held.

(5)The list shall be valid for a period of one year from the date of its approval by the Director and there shall be no waiting list.

(6) The selected Helper Firemen shall be appointed as Havildar Mechanic as per vacancies available in the respective trade.

**26. Promotion to the posts of Havildar Major.**— (1) Subject to the provision contained under sub-rule (2), for promotion to the post of Havildar Major, a Havildar Mechanic must,-

- (a) have completed 5(Five) years of qualifying service in the rank of Havildar Mechanic;
- (b) have good service record;

(c) be free from vigilance and criminal cases; and

(d) must be physically fit and mentally sound.

(2) The Committee shall hold a Trade Test of all eligible Havildar Mechanic to test their knowledge and proficiency in respective Trade, both in theory and practical who shall have to appear the written test and after being qualified in the written test on securing at least 40% (forty Per centum) marks out of allotted mark, they shall be allowed to appear the practical test and the marks allotted for both written and practical shall be as follows:—

(a) Written Test - 100 Marks

(b) Practical test in respective trade - 50 marks

(3) The module and pattern of the Trade Test shall be as decided by the Director and to pass in the trade test, the Havildar Mechanic shall have to secure 40% ( forty Per centum) marks out of the allotted mark in theory and practical individually.

(4) The committee shall scrutinize the service records etc. of only those Havildar Mechanic who have successfully passed the Trade test and submit their proceedings to the Director and the select list shall be prepared on the basis of seniority limited to the existing and anticipated vacancies for the year in which the Committee is held.

(5) The select list shall be valid for a period of one year from the date of its approval by the Director and there shall be no waiting list.

(6) The selected Havildar Mechanic shall be appointed as Havildar Major as per vacancies available in the respective trade.

**27. Probation and confirmation.**—(1) Every person appointed to the post in the service by direct recruitment shall be on probation for a period of two years and when appointed on promotion, shall be on probation for a period of one year from the date of joining or date of passing the final examination of their respective course of training whichever is later:

Provided that the Director may, if think fit in any case or class of cases for good and sufficient reasons to be recorded in writing, extend the period of probation. And if the candidate fails to pass the training under these rules, the period of probation shall be deemed to have been extended:

Provided further that such period of probation shall not include,-

- (a) Extraordinary leave;
- (b) Period of unauthorized absence; or
- (c) Any other period held to be not being on actual duty.

(2) The appointment of a probationer may for good and sufficient reasons to be recorded in writing, be terminated by the Director at any time without previous notice during the period of probation including extension of such period, if any, and after such termination, the employee shall deem to be reverted to his former cadre/post, if he is a promotee.

**28. *Inter se-seniority.***— (1) The *Inter se*-Seniority of Leading Fireman, Driver Havildar and Assistant Station Officer shall be determined by aggregating marks obtained in pre-promotional test and pass marks in respective Course of training in the ratio of 1:2.

(2) The *Inter se*-Seniority of Helper Fireman, Havildar Mechanic and Havildar Major shall be determined on the basis of seniority.

**29. Other conditions of Service.**— (1) All Group-‘C’ officers can be freely transferred to any station or offices 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 and they shall be deemed to have accepted this condition of their appointment to the posts in the service.

(2) The conditions of service of members of the service with regard to matters not covered by these rules, shall be same as applicable under the relevant rules issued from time to time.

**30. Relaxation.**— The State Government by its own motion or otherwise may, by order, and for the reasons to be recorded in writing, relax any one or more of the provisions of these rules in respect of any class or category of employees in the interest of public service.

**31. Interpretation.**— If any question arises relating to the interpretation of these rules, it shall be referred to Government in Home Department for decision.

## Schedule-1

### Schedule for Scale of Pay of Group-C Officers (Pre-Revised & Revised)

#### Scale of the posts under rule-3 of Odisha Fire Service (Methods of Recruitment and Conditions of Service of the Group-‘C’ Officers) Rules, 2021

Sl.No.	Name of Posts	Scale of Pay in RSP-2008 (Pre-Revised)	Scale of Pay/Level in Pay Matrix in RSP-2017(Revised)
1	Fireman	PB-1, Rs.5,200-20,200/- + Grade Pay-Rs.1,900/-	Rs.19,900-63,200/-, Level-4
2	Fireman Driver	PB-1, Rs.5,200-20,200/- + Grade Pay-Rs.1,900/-	Rs.19,900-63,200/-, Level-4
3	Helper Fireman	PB-1, Rs.52,00-20,200/- + Grade Pay-Rs.1,900/-	Rs.19,900-63,200/-, Level-4
4	Leading Fireman	PB-1, Rs.5,200-20,200/- + Grade Pay-Rs.2,200/-	Rs.23,600-74,800/-, Level-6
5	Havildar Mechanic	PB-1, Rs.5,200-20,200/- + Grade Pay-Rs.2,200/-	Rs.23,600-74,800/-, Level-6
6	Driver Havildar	PB-1, Rs.5,200-20,200/- + Grade Pay-Rs.2,200/-	Rs.23,600-74,800/-, Level-6 w.e.f. 1.1.2016 and Rs.25,500-81,100/-, Level-7 w.e.f. 1.9.2017
7	Havildar Major	PB-1, Rs.5,200-20,200/- + Grade Pay-Rs.2,400/-	Rs.25,500-81,100/-, Level-7
8	Assistant Station Officer	PB-1, Rs.5,200-20,200/- + Grade Pay-Rs.2,400/-	Rs.25,500-81,100/-, Level-7

[No. 30030—HOME-FS-RULE-0003/2017/CD.]

By Order of the Governor

SANJEEV CHOPRA

Additional Chief Secretary to Government