

LIST OF SERVICES

Sl. No	Important Services	Type of Service		Necessary proceedings		Fees to be remitted (if necessary)	Time	Limit	Maximum number of days to get the service	Concerned officer	Next higher authority	Remarks
							Maximum	Minimum				
1	2	3		4		5	6	7	8	9	10	11
1.	AMUBLANCE SERVICE	a.	Bring the patient/dead body from hospital to house and vice versa	1.	Inform the matter to the station by telephone or special messenger	Fee at the rate of Rs.10per Km. subject to a minimum of Rs.300/- TA/DA of employees alos to be remitted. Waiting charge of Rs.100/hr.				Concerned Station Officer	Commandant General	
				2.	A Certificate to the effect that the patient/body is not suffered from contagious disease							
				3.	No transportation of dead body after postmortem							
		b.	Stand by duty for private functions	1.	Advance sanction may be obtained from concerned Divisional Officer.					Concerned Divisional Officer		
				2.	Fees remitted at concerned stations							
		c.	Given to other Government Departments on rent basis		Advance Sanction may be obtained from concerned Divisional Officers	Rs.200/hr. subjected to a minimum of Rs.500/- and maximum of 2000 per day (all inclusive)				Concerned Divisional Officer		

2.	STAND BY DUTY	1.	Stand by duty to VVIP visit		Permission from the Divisional Officer as per the request of District Collector/ Supt. Of Police					Commandant General		
		2.	Non Commercial functions such as carnival, Exhibition, Conferences		Advance permission from Divisional Officer as per the written request	Rs.5000 per day (all inclusive)						
		3.	Functions carnivals & conferences for commercial purpose		Advance permission from Divisional Officer as per the written request	Rs.10000/- day (all inclusive)						
		4.	Public functions like marriage		Advance permission from Divisional Officer as per the written request	Rs.10000/- day (all inclusive)						
		5.	Stand by duty for public ground as per directions of District Collector/Sup t. Of Police/Director (Technical)/ Director (Admn.)/Divisional Officer			No. Charge						

		6.	For Cinematographic purpose			Rs.20000/- day (all inclusive)						
3.	PUMPING WORK	a.	Public works to emergency conditions							Station Officer Concerned	Divisional Officer Concerned	
		b.	To public on rent basis		Permission should be sought from Divisional Officer	Rs.200/- per hour subject to a minimum of Rs.3000/- maximum of Rs.6000/-per a day TA/DA of the employees feeding charges & fuel charges				Station Officer Concerned	Divisional Officer Concerned	
		c.	Drinking Water to Govt. Departments		Permission should be sought from Divisional Officer	Rs.500/- per hour or part thereof subject to a minimum of Rs.2000/- and maximum of Rs.6000/-per day (all inclusive)				Station Officer Concerned	al Officer Concern	
		d.	Drinking Water to Minister's/ Speaker's house & Raj Bhavan		Permission should be sought from Divisional Officer					Station Officer Concerned	Divisional Officer Concerned	
		e.	Film Shooting on rent		Permission should be sought from Divisional Officer	Rs.15000/- per day of 24 hours or less (all inclusive)				Station Officer Concerned	al Officer Concern	

1. When undertaking pumping work, the total pumping hours shall not exceed 12 hours in a day of 24 hours and a pump shall not be continuously run for more than six hours at stretch.
2. During standby duties pumping will be allowed free of charges only in case of a fire. Pumping in all other cases during the course of standby duties will be treated as pumping work and charges will be levied accordingly.

4	PRELIMINARY FIRE FIGHTING TRAINING		Preliminary fire fighting course for employees deputed from private institutions for a period of 24 days		Applications may submitted through heads of institution to the Divisional Officer concerned	Rs.1000/- (Rupees One Thousand only)				Station Officer Concerned	Divisional Officer Concerned	
5	PRESSURE INSPECTION CERTIFICATE TO FIRE EXTINGUISHER				Application to be submitted Station Officers and Fire Extinguisher are to be brought to Station for inspection	Rs.100/- (for one extinguisher)				Station Officer Concerned		

6	FIRE REPORT				Submit application to the concerned Station Officer in case of insurance coverage policy certificate to be produced	<u>For loss up to Rs.One Lakh.</u> Rs.100 for one copy & Rs.50 each for additional copies. <u>For loss above Rs. One Lakh</u> Rs.500 for one copy and Rs.100 each for additional copies.						
7	RECOVERY VEHICLE	a.	Recovery of vehicles of local institutions companies etc.,		Permission from concerned Divisional Officer obtained in advance	Rs.500/ per hour subject to a minimum Rs.2000/- in addition to this TA/DA, Feeding/Fuel Charges to be provided				Station Officer Concerned	Divisional Officer Concerned	
		b.	Recovery of Government Vehicles									
		c.	For Film shooting		Permission from concerned Divisional Officer obtained in advance	Rs.1000/-per hour subject to a minimum of Rs.				Station Officer Concerned	Divisional Officer Concerned	
		d.	Removing Vehicle from accident places other than emergency situation		Permission from concerned Divisional Officer should be obtained in advance	Rs.500/- per hour subject to a minimum Rs.2000/- in addition to this TA/DA, Feeding/Fuel Charges to be provided				Station Officer Concerned	Divisional Officer Concerned	

			i) Private vehicles of local institution ii) Removing Government Vehicles		-----	-----						
8	HIRING OF DELIVERY HOSES				Application to be submitted to concerned Divisional Officer	Hire charges @Rs.100 per length of 15 meters per day of 24 hrs or part thereof from the time when the hose is taken delivery of by the party from the fire station till it is returned to the Fire Station will be levied.				Station Officer Concerned	Divisional Officer Concerned	
9	NO OBJECTION CERTIFICATE FOR HIGH RISE BUILDING (NOC)	a.	Primary (Site) NOC		Application to be submitted through the Local Self Government Institution to the Station Officers concerned. The following documents are to be submitted along with the application.	For buildings other than residential/educational @ Rs.15/- per sq.mtr. Subject to a minimum of Rs.10000/- and for residential/educational all building Rs.10/- per sq. mtr. Subject to a minimum of Rs.8000/- to be						

				1. Covering letter from the concerned local self Government institution. 2. Three sets of civil plan of the building approved by the local self Government institution. 3. Fire system plan three sets. 4. Original chalan for the fee remitted. Note:-For Final NOC covering	remitted to the treasury within the station limit to the head account 0070-60-109 Note:- Fees at the above said rate to be remitted for site NOC and Final NOC separately.						
		b.	Final NOC	Letter from the local self Government institution not required. Application along with copy of site NOC to be submitted to the concerned Station Officer							

		1.	Single storeyed building up to 10 mts height.		Application to be submitted through the local self Government institution to the concerned Station Officer. A committee headed by the Assistant Divisional Officer will inspect the Site/building and NOC is issued if all requirements are satisfied	While submitting application for site NOC the minimum fees prescribed or half of the total fees which ever is higher is to be remitted. The remaining fees is to be submitted while applying for the Final NOC head of account 0070-60-109.			15 days	Concerned Assistant Divisional Officer	Divisional Officer concerned	Time limit prescribed is not applicable to erroneous applications
		2.	Multi storeyed building up to 24 mtr. Height		Application to be submitted through the local self Government institution to the concerned Station Officer. A committee headed by the Divisional Officer will inspect the Site/building and NOC is issued if there is no objection.	While submitting application for site NOC the minimum fees prescribed or half of the total fees which ever is higher is to be remitted. The remaining fees is to be submitted while applying for the Final NOC head of account 0070-60-109.			20 days	Concerned Divisional Officer	Director (Admn.)	Time limit prescribed is not applicable to erroneous applications

		3.	Buildings above 24 mtr high	Application to be submitted through the local self Government institution to the concerned Station Officer. A committee headed by the Divisional Officer will inspect the Site/building and prepare an inspection report. Based of this report a committee with Director (Technical) as Chairman will issue the NOC				30 days	Commandant General	Government Home Department	The time limit statrs from the date of receipt of inspection report at Fire & Rescue Services Headquarters from the Divisional Officer concerned.
1	NOC DANGEROUS AND OFFENSIVE TRADE		No Objection Certificate	Application to be submitted through the local self Government institution to the concerned Assistant Divisional Officer. Application should contain details regarding possession and location, civil plan, chalan receipt (original) for the required fees remitted at the treasury.	Rs.100/-(Head of account 0070-60-109)	15 days	10 days	30 days	Concerned Assistant Divisional Officer	Concerned Divisional Officer	Time limit prescribed is not applicable to erroneous applications

2	NOC BASED ON THE PLACE OF PUBLIC RESORT ACT		NOC for temporary sheds for conducting Exhibitions, Carnivals, Circus etc.,	Application to be submitted through the local self Government institution to the concerned Assistant Divisional Officer. Application should contain details regarding possession and location, civil plan, chalan receipt (original) for the required fees remitted at the treasury.	Rs.100/-(Head of account 0070-60-109)	15 days	10 days	30 days	Concerned Assistant Divisional Officer	Concerned Divisional Officer	Time limit prescribed is not applicable to erroneous applications
3	STORAGE OF PETROLEUM PRODUCTS a) Up to 30000 Ltrs.		No Objection Certificate	Application to be submitted through the District Collector or Directly to the concerned Assistant Divisional Officer. Application should contain details regarding possession and location, chalan receipt (original) for the required fees remitted at the treasury	Rs.10000/-(Head of account 0070-60-109)	15 days	10 days	30 days	Concerned Assistant Divisional Officer	Concerned Divisional Officer	Time limit prescribed is not applicable to erroneous applications

	b) Above 30000 Ltrs.		No Objection Certificate		Application to be submitted to the concerned Divisional Officer as detailed above	Rs.15000/-(Head of account 0070-60-109)	15 days	10 days	30 days	Concerned Divisional Officer	Director (Technical)	Time limit prescribed is not applicable to erroneous applications
4	LPG STORAGE a) NOC for storage of LPG-up to 200 cylinders		No Objection Certificate		Application and required documents to be submitted to the concerned Assistant Divisional Officer	Rs.15000/-(Head of account 0070-60-109)	15 days	10 days	30 days	Concerned Assistant Divisional Officer	Concerned Divisional Officer	Time limit prescribed is not applicable to erroneous applications
	b) Above 200 cylinders		No Objection Certificate		Application and required documents to be submitted to the concerned Divisional Officer	Rs.15000/-(Head of account 0070-60-109)	15 days	10 days	30 days	Concerned Divisional Officer	Director (Technical)	Time limit prescribed is not applicable to erroneous applications

	c) Serial connection of LPG cylinders		No Objection Certificate		Application and required documents to be submitted to the concerned Assistant Divisional Officer	Rs.15000/-(Head of account 0070-60-109)	15 days	10 days	30 days	Concerned Assistant Divisional Officer	Concerned Divisional Officer	Time limit prescribed is not applicable to erroneous applications
	d) Serial connection of more than 10 LPG cylinders		No Objection Certificate		Application and required documents to be submitted to the concerned Divisional Officer	Rs.15000/-(Head of account 0070-60-109)	15 days	10 days	30 days	Concerned Divisional Officer	Director (Technical)	Time limit prescribed is not applicable to erroneous applications

5	STORAGE OF EXPLOSIVES a) Storage of explosive upto 100 Kg. at a time		No Objection Certificate	Application to be submitted through the District Collector or Directly to the concerned Assistant Divisional Officer. Application should contain details regarding possession and location, chalan receipt (original) for the required fees remitted at the treasury	Rs.5000/-(Head of account 0070-60-109)	15 days	10 days	30 days	Concerned Assistant Divisional Officer	Concerned Divisional Officer	Time limit prescribed is not applicable to erroneous applications
	b) Storage of readymade crackers upto 500 Kg.		No Objection Certificate	Application to be submitted through the District Collector or Directly to the concerned Assistant Divisional Officer. Application should contain details regarding possession and location, chalan receipt (original) for the required fees remitted at the treasury	Rs.2000/-(Head of account 0070-60-109)	15 days	10 days	30 days	Concerned Assistant Divisional Officer	Concerned Divisional Officer	Time limit prescribed is not applicable to erroneous applications

	c) Storage readymade crackers above 500 Kg.		No Objection Certificate		Application as detailed above to be submitted to the concerned Divisional Officer	Rs.2000/-(Head of account 0070-60-109)	15 days	10 days	30 days	Concerned Divisional Officer	Director (Technical)	Time limit prescribed is not applicable to erroneous applications
	d) Storage of explosives above 100 Kg at a time		No Objection Certificate		Application as detailed above to be submitted to the concerned Divisional Officer	Rs.5000/-(Head of account 0070-60-109)	15 days	10 days	30 days	Concerned Divisional Officer	Director (Technical)	Time limit prescribed is not applicable to erroneous applications
6	a) Storage of sulphur, potassium chloride as		No Objection Certificate		Application & relevant documents as detailed above to be submitted to the concerned Assistant Divisional Officer.	Rs.5000/-(Head of account 0070-60-109)	15 days	10 days	30 days	Concerned Assistant Divisional Officer	Concerned Divisional Officer	Time limit prescribed is not applicable to erroneous applications

COMMANDANT GENERAL