

STANDING ORDER-01/2021
ENROLMENT RULES, HOME GUARDS, U.T., CHANDIGARH

In supersession of previous Standing Order 2017 pertaining to Home Guards, U.T. Chandigarh, these new Enrolment Rules are hereby issued in order to further streamline the functioning of the Home Guards, U.T. Chandigarh.

Objective:-

The objective of these Enrolment Rules are to lay down procedure for enrolment of Home Guards Volunteers, so that suitable candidates of good standard are enrolled and streamlining the functioning of Home Guards, UT, Chandigarh. The enrolment would be done by a board to be constituted by the Commandant General, Home Guards, UT, Chandigarh at the time of enrolment. In the case of volunteer joining Home Guards, the concurrence in writing of the volunteer and Head of the Department would be required. Other conditions would be the same as applicable to unemployed persons.

1. Enrolment of Home Guards Volunteers:-

The enrolment procedure will include physical Measurements/Physical Efficiency Test (PM&ET) and Trade Test.

a) Composition of Enrolment Board:

Ordinarily, the enrolment Board will be under an officer of rank of SP/SSP with DCHG and one Dy. SP as members. However, the Commandant General may change composition of the board at the time of enrolment, if necessary.

b) Physical standard and other conditions of volunteers:-

i. MEN

The enrolment will be made as per policy laid down in the compendium of instructions Home Guards-2007 issued by the Govt. of India, MHA, New Delhi. The volunteer will not be less than 18 years and more than 50 years with relaxation in favour of those specially qualified to act as Instructors/Leaders and specialized personnel and shall have a minimum height of 165 centimetres and normal chest measurement of 80 centimetres with expansion of 04 centimetres. 05 centimetres relaxation in height or chest measurement will be given to the persons belonging to notified hilly areas as production of certificates. The minimum educational qualification shall be Matric (10th). The Commandant General Home Guards may relax the physical as well as educational standard in special circumstances to be recorded in writing.

-2-

The physical test shall include one mile race in 08 minutes for the age group of 18 to 35 years and one mile jogging in 15 minutes for the age group of more than 35 years to 50 years.

ii. **Women:**

The enrolment will be made as per policy laid down in the compendium of instructions Home Guards-2007 issued by the Govt. of India, MHA, New Delhi. The volunteer will not be less than 18 years and more than 45 years with relaxation in favour of those specially qualified to act as instructors/Leaders and specialized personnel and shall have a minimum height of 150 centimetres. 05 centimetres relaxation in height measurement will be given to persons belonging to notified hilly areas on production of certificates. The minimum educational qualification shall be Matric (10th). The Commandant General Home Guards may relax the physical as well educational standard in special circumstances to be recorded in writing. The physical test shall include 400 meters race in 2½ minutes for the age group of 18 to 25 years and 800 meters jogging in 10 minutes for the age group of above 25 years to 45 years.

c) **TRADE TEST**

: 50 Marks

The Special Skill/Expertise such as Computer skills or Driver Commercial (HMV/LMV) or Bands man or Auto Mechanics, Cook, Sports etc. declared by the candidates in the applications, shall be practically examined by the Enrolment Committee with the help of one independent expert of concern skill/Expertise. The candidates have to declare one specific trade of his/her choice in the application forms, in which he/she wants to be tested by the enrolment committee.

d) **Bonus Marks**

- NCC Certificate 'C' Class

: 01 Mark

- Marks for having certificates of part time instructor course for minimum two Civil Defence Advance Courses from CTI or any course from NCDC - Nagpur.

: 02 Marks

2. **MERIT LIST:**

The final merit list of selected candidates shall be ascertained on the basis of combined marks attained in Trade tests and Bonus marks.

However, the criteria of inter-se-ranking of the candidates who obtain the same total marks in final merit list, shall be decided as under:

- a) If the total marks of two or more candidates are same, the candidates merit would be arranged in order of their height (i.e. taller candidate would be kept higher in merit);
- b) If the height of two or more candidates would be same, they will be allotted merit in order of their age (i.e. older candidate would be considered higher in merit);