



भारत सरकार
GOVERNMENT OF INDIA
गृह मंत्रालय
MINISTRY OF HOME AFFAIRS
राष्ट्रीय अग्निशमन सेवा महाविद्यालय
NATIONAL FIRE SERVICE COLLEGE

राजनगर, नागपुर -440013
Rajnagar, NAGPUR - 440013

INFORMATION HANDBOOK

(As per provisions contained in the Right to Information Act, 2005)

2024-25

Telephone No. 0712-2982225 Telefax No. 2982224

website:- www.nfscnagpur.nic.in

email:- nfscnagpur-mha@nic.in

TABLE OF CONTENTS

Chapter	Title
1	Introduction
2	Particulars of Organization, Function and Duties
3	Powers and Duties of Officers and Employees
4	Procedure followed in decision making process
5	Norms for Discharge of Function of NFSC
6	Rules, Regulations, Instructions, Manual and Records for Discharging Functions
7	A Statement of the Categories of Documents that are held by it or under its Control
8	Arrangement that exists for Consultation
9	A Statement of Boards, Councils, Committees and Other Bodies Constituted as its Part
10	Directory Of Officers And Employees
11	The Monthly Remuneration received by each of its Officials and Employees including the System of Compensation (as on 31/03/2025)
12	NFSC Expenditure Statement for the year 2024-25
13	Details of Information Available in Electronic Form
14	Receipts And Disposal Of RTI Applications & Appeals
15	Replies To Parliament Questions
16	Particulars of Facilities Available for Obtaining Information
17	Information related to Procurement made by this College since 01.04.2025
18	Proactive Disclosure of RTI Applications, Appeals and their Responses on the Website
19	The Names, Designations and other Particulars of the Public Information Officers & Appellate Authority
20	Details of employees against whom Disciplinary Action has been pending or finalised for Minor penalty and Major penalty proceedings
21	Programmes to advance understanding of RTI
22	CAG and PAC paras and the action taken reports (ATRs) after these have been laid on the table of both Houses of Parliament
23	Details of third-party audit of voluntary disclosure
24	Details of STQC Certification
25	Details of schemes/projects/programmes
26	The details of domestic tours undertaken by the Director/H.O.D.
	List of materials available Free of Cost

CHAPTER -1

INTRODUCTION

1. National Fire Service College is a subordinate office of Ministry of Home Affairs situated at its present location Rajnagar since, 2016. Earlier this College was shifted from Rampur in 1957 to its previous location at Civil Lines, Palm Road, Nagpur. This College was established in 1956 at Rampur (U.P.).
2. This Hand-Book has been prepared for information to the general public, as required under the Right to Information Act, 2005 which provides for setting out the practical regime of right to information for citizens to secure access to information under the control of public authorities.
3. The main objective of this handbook is to provide information as desired in Section 4 of the Right to Information Act, 2005.
4. As required under the Act, the details of Central Public Information Officer (CPIO), Nodal Officer (suo-motu), Nodal Officer (RTI Online), & First Appellate Authority (FAA) are given in Chapter 19 of this document.

CHAPTER -2

DESCRIPTION OF ORGANIZATION, FUNCTIONS AND DUTIES

National Fire Service College (**NFSC**) is a subordinate office of Ministry of Home Affairs situated at its present location Rajnagar since, 2016 earlier this College was shifted from Rampur in 1957 to last location Civil Lines, Nagpur. This College was established in 1956 at Rampur (U.P.).

Important Functions & duties :-

1. To cater the need of advanced fire fighting training of the country.
2. To act as a subordinate office of the Ministry of Home Affairs
3. To provide information to Ministry for policy making and decisions.
4. To impart training to Central/State Government, Municipal Corporations/Councils, Government PSU sponsored trainee officers.
5. To run Bachelor of Technology (Fire Engineering) a four year degree course affiliated to Rashtrasant Tukdoji Maharaj Nagpur University, Nagpur.

OBJECTIVES

The objectives of NFSC as redefined in the context of its enlarged activities have been as follows:

- i. To plan design and conduct post-entry foundational, and in-service courses for different grades of officers/employees of Fire Service to enable them to perform their duties, work effectively and to prepare them for greater responsibilities in future by increasing their professional competence;
- ii. To plan, design and conduct training programmes on specialized Short Term Courses for officers of Central and State Government, UT administration and other public bodies where Fire Service Setup exists;
- iii. To plan design and conduct Organisation Specific Courses on the basis of request from the various organisations;
- iv. To assess training needs at various levels in the State/Municipal Fire Services as well as the related field organizations and organize training programmes to meet those needs;
- v. To create and foster among the participants a positive and innovative outlook to work, and sense of fraternity and team-spirit;
- vi. To provide peripatetic faculty support to State/Regional Training Centres in areas like conducting examinations, setting examination papers and centralized evaluation thereof
- vii. To produce monographs and other training literature/ material relevant to the training courses designed and conducted by the College;
- viii. To assist Directorate General Fire Services, Civil Defence and Home Guards in hosting their programmes such as Standing Fire Advisory Council, Fire Service

Medal Distribution Ceremony etc. and other public bodies by providing consulting services in various areas of administration and management.

VISION

Develop an institution of excellence in training and research to build capacities in prevention, protection and firefighting needs of our nation & the world at large.

MISSION

1. To develop well educated fire professionals in order to prevent and protect people's life and property from fire and other accidents
2. To ensure maximum performance and render remarkable service by providing an effective and well-timed firefighting, rescue and lifesaving operations
3. To encourage, endorse and endure scientific research in Science, Technology and Engineering for fire & emergency services

CHAPTER- 3

POWERS AND DUTIES OF OFFICERS AND EMPLOYEES

The powers and duties of officers and employees at NFSC is uploaded on the website https://nfscnagpur.nic.in/show_content.php?lang=1&level=1&ls_id=297&lid=148

CHAPTER- 4

PROCEDURE FOLLOWED IN THE DECISION MAKING PROCESS

Training Courses and Programmes Functions

1. **Training Calendar** is prepared and decided on the basis of inputs given by concerned faculty members through Director with approval of the Directorate General FS, CD & HG. Training programmes start from January to December every year. The Training Calendar with necessary details for inviting nominations from various organizations is published and uploaded on NFSC's website.

The Rules for admission into Professional Courses-2022 is available on college website which elaborates thorough process of admission upto declaration of results and awarding Diploma Certificates.

<https://nfscnagpur.nic.in/WriteReadData/RTF1984/1717399793.pdf>

Administrative and Personnel Functions

Administrative Functions-

Being a Sub Ordinate Office of the Ministry of Home Affairs, Disaster Management Division, Government of India, all administrative and financial rules are applicable to the employees and faculty of the College. As this College also runs B. Tech (Fire Engg.) Course approved by AICTE, Rules in this regards also apply to Academic Faculty. All powers of Head of the Department is exercised by the Director, NFSC and those of Head of Office by an Officer as designated for this purpose.

Personnel Functions –

1. The Director, Faculty members and all Gazetted Officers are selected and appointed by Ministry of Home Affairs, Disaster Management Division, Government of India. Other staffs are appointed by the College through Staff Selection Commission.
2. Director is the controlling officer for all Officers and Staff except for the Director & Professor, whose controlling officer is Director General, FS, CD & HG, MHA, New Delhi.

CHAPTER- 5

NORMS SET FOR DISCHARGE OF FUNCTIONS OF NFSC TRANSCRIPT FROM CITIZEN'S/CLIENT'S CHARTER 2024-25 MAIN SERVICES / TRANSACTIONS AND SERVICE STANDARDS

S. No.	Services/Transaction	Service Standard	Responsible Section
1	Preparation of Annual Training Calendar	30 th September 2025	Training
2	Issuance of circulars of Courses	Five months before commencing the course	Training
3	Acceptance/non-acceptance of nominations before the commencement of the course	30 days before commencement of the Course	Training
4	Hostel facilities	On reporting at the Hostel	Hostel/Estate
5	Catering Service	As decided by Mess Committee	Establishment
6	Time taken to provide Hostel Room	Immediately on reporting at Hostel	Hostel/Estate
7	Grievance Redressal:-	Three working days Fifteen working days Sixty working days.	Head of Department
8	Average time taken to acknowledge to grievance received		
9	Average time taken to send communication for additional information		
10	Average time taken for grievance settlement		

CHAPTER- 6

RULES, REGULATIONS, INSTRUCTIONS, MANUAL AND RECORDS FOR DISCHARGING FUNCTIONS

For Discharging Administrative, Personnel & Financial Functions

Being a Subordinate Office of the Government of India, the College follows all such rules, regulations, instructions and manual issued by the concerned departments of government from time to time and applicable to this College.

In addition to these rules/regulations, College also issues its own Standard Operating Procedures and Rules for various activities of this College and uploaded to College website.

Rules, Regulations and SOPs – Being updated on College website regularly

https://nfscnagpur.nic.in/show_content.php?lang=1&level=1&ls_id=297&lid=148

CHAPTER- 7

LIST OF DOCUMENTS HELD OR UNDER CONTROL OF NFSC

Broad Classification of documents	Name of the document and its introduction	Category of document	Procedure to obtain the document	Held by/under control of
Establishment and Service Matters documents	Allocation of work among officials/staff in NFSC and filling up of post in NFSC	Official	By making a written request	Administrative Officer/Officer-in-Charge (Establishment)
	Orders, Circulars, O.Ms, Notifications relating to Establishment and Service Matters documents			
General Administration Matters	Details of procurement of Stationary and Training Material	Official	By making a written request	Assistant Director (Officer-in-Charge) Stores & Purchase)
	Annual Maintenance Contract of Horticulture, Catering, Housekeeping, Security etc.			Administrative Officer (Officer-in-Charge)
	Budgetary matters of NFSC.			Assistant Professor (Officer-in-Charge) Accounts
	Stock Register of stationary and non-stationary items			Assistant Director (Officer-in-Charge) Stores
	Orders, Circulars, O.Ms, Notifications relating to these Matters			All of the above, Head of Office & Director

Scheme related documents	Details of projects undertaken in scheme.	Official	By making a written request	Administrative Officer/Accounts Officer Administrative Officer (Establishment)
	Documents related to Solar rooftop, Rain Harvesting System			
Financial Documents	Pay Bills and Pay Bill Registers	Official	By making written request	Accounts Officer/Cheque Drawing and Disbursing Officer
	Contingency Bills and Registers			
	Appropriation Registers			
Training Related Documents	Annual Training Calendars	Official	By making written request	Professor/ Deputy/Assistant Director (Training)
	Faculty Development Initiatives			
B.Tech (Fire Engg.) Academic related documents	Documents related to Course Curriculum as per RTM Nagpur University	Official	By making written request	Professor/ Associate Professor/Assistant Professor (Oic Academic)

CHAPTER -8

ARRANGEMENT FOR CONSULTATION WITH, OR REPRESENTATION BY, THE MEMBERS OF THE PUBLIC IN RELATION TO FORMULATION OF ITS POLICY OR IMPLEMENTATION THEREOF

1. Being a Subordinate Office of the Government of India, in policy matters relating to training the Directorate General FS, CD & HG, an attached office of Ministry of Home Affairs, is consulted.
2. As the primary function of the College is to conduct training courses for fire personnel of Central /State Governments and Public Sector Enterprises, or as decided from time to time, the beneficiary organizations are consulted wherever necessary and useful for designing training courses.
3. For a training College the participants of various courses are various Fire Service Organisation, who are consulted through immediate reaction feedback with a view to modify the content and design of training courses and learning facilities for future participants.

CHAPTER- 9

BOARDS, COUNCILS, COMMITTEES AND OTHER BODIES CONSTITUTED

With a view to facilitate intra-institutional discussions and decision making on various matters of NFSC, following committees have been in existence:

1. Sexual Harassment of Women at workplace (Prevention, Prohibition and Redressal) Act, 2013 Committee:

I	Name of Boards, Council Committee etc.	Sexual Harassment of Women at workplace (Prevention, Prohibition and Redressal)
II	Composition	1. Smt. Vaishali Singh, Assistant Director- Presiding Officer 2. Shri Dharmendra Pal, Assistant Director (Member) 3. Dr. Nutan Deshmukh, Librarian (Member) 4. Smt. M. R. Nikhar, Assistant, (Member) 5. Smt. J.G. Iyer, Jr. Translator, (Member) 6. Dr. Goutham Kumar, Assistant Professor (Member) 7. Dr. D.K. Singh, Asstt. Professor (Member) 8. Ku. Pooja Kathariya, B.Tech. Student (Member) 9. Shri Abhishek Kumar, B.Tech. Student (Member) 10. Ku. Laxmipriya Murugan, B.Tech. Student (Member)
III.	Date from which constituted	5 th February 2024
IV.	Term/ Tenure	The Committee will remain in existence till further dissolution.
V.	Power and functions	The committee shall enquire into all types of cases relating to Sexual Harassment at Workplace submitted by women employees/students/trainees of NFSC and will dispose complaints for Redressal of the grievance made by a women employee in a time bound manner. A women employee/student/trainee may submit her complaints regarding Sexual Harassment at work place to the Complaints Committee directly.
VI.	Whether their meetings are open to the public?	No

VII	Whether the minutes of the meetings are open to the public?	No
VIII.	Place where the minutes if open to the public are available?	No

1. Anti-Ragging Committee for B.Tech Students. **Click**
https://nfscnagpur.nic.in/show_content.php?lang=1&level=1&ls_id=297&lid=148
2. Grievance Redressal Committee (Internal Complaint Committee) **Click here**
https://nfscnagpur.nic.in/show_content.php?lang=1&level=1&ls_id=297&lid=148

CHAPTER- 10

DIRECTORY OF OFFICERS AND EMPLOYEES

Name of the office: National Fire Service College, Government of India, Ministry of Home Affairs, Rajnagar, Takli Feeder Road, NAGPUR-440013-
Available at our website under the Administration Tab.

Click here:-

https://nfscnagpur.nic.in/show_content.php?lang=1&level=1&ls_id=297&lid=148

CHAPTER 11

THE MONTHLY REMUNERATION RECEIVED BY EACH OF ITS OFFICIALS AND EMPLOYEES INCLUDING THE SYSTEM OF COMPENSATION (AS ON 31.03.2025)

The system of compensation including the Basic Pay and allowances is as per the 7th Central Pay Commission. The employees are paid following allowances:

Dearness Allowance: Paid to all employees as per the prevailing rates monthly

House Rent Allowance: 20% of basic pay monthly (Y class City) paid to employees as applicable

Dress Allowance: Paid to Multi-Tasking Staff once a year as per Central Government instructions issued from time to time.

For further ease of record maintenance; the employees in NFSC are divided in following categories:-

GO-GPF: Gazetted Officers under General Provident Fund Scheme

GO-NPS: Gazetted Officers under New Pension Scheme

NGO-GPF: Non- Gazetted Officers under General Provident Fund Scheme

NGO-NPS: Non-Gazetted Officers under New Pension Scheme

MTS-GPF: Multi-Tasking Staff under General Provident Fund Scheme

MTS-NPS: Multi-Tasking Staff under New Pension Scheme

Shri N.B. Shingane, Director:- The incumbent is on attachment from the ONGC and the salary is being paid by his parent Department, hence no salary record available from NFSC.

GO-GPF

Sl. No.	Name of the Officer/ Staff (S/Shri)	Designation	Level in Pay Matrix	Monthly Remuneration	Remarks
1	N Aravindan	Assistant Professor	Academic Pay Structure Pay-Level-10	Rs. 129591/-	
2	Jitendra Jain	Administrative Officer	7(8)	Rs. 109453/-	

GO-NPS

Sl. No.	Name of the Officer/ Staff (S/Shri)	Designation	Level in Pay Matrix	Monthly Remuneration	Remarks
---------	-------------------------------------	-------------	---------------------	----------------------	---------

1	Dharmendra Pal	Assistant Director Gr B	7(4)	Rs. 80478/-	
2	Gagan Upadhyay	Assistant Director Gr B	7(4)	Rs. 80478/-	
3	Parshant Kumar	Assistant Director Gr B	7(4)	Rs. 80478/-	
4	Vaishali Singh	Assistant Director Gr B	7(4)	Rs. 80478/-	

NGO-GPF

Sl. No.	Name of the Officer/ Staff (S/Shri)	Designation	Level in Pay Matrix	Monthly Remuneration	Remarks
1	Dinkar Laxmanrao Mhaski	Artist - Cum - Draughtsman	9(21)	Rs. 176750/-	
2	Jayashree Ganesh Iyer	Junior Translator	8(18)	Rs. 141832/-	
3	Ram Awatar	Laboratory Assistant Grade - I	8(19)	Rs. 162737/-	
4	Abhishek Gupta	Assistant	6(4)	Rs. 72459/-	
5	Ramesh Chandra Manihar	Senior Demonstrator	6(9)	Rs. 74205/-	
6	Sunil Ramlal Turkel	Fire Engine Driver-cum-Operator	6(13)	Rs. 92873/-	
7	Santosh Kamalsingh Pal	Leading Fireman	5(16)	Rs. 84050/-	
8	Rajesh M. Sabnis	Leading Fireman	4(16)	Rs. 66402/-	
9	Akhilesh Kumar	Fire And Rescue Operator	3(17)	Rs. 66058/-	
10	Laxman Jayram Masram	Carpenter	3(21)	Rs. 73670/-	
11	Rajesh Baburaoji Yewale	Fire And Rescue Operator	3(19)	Rs. 69864/-	

NGO-NPS

Sl. No.	Name of the Officer/ Staff (S/Shri)	Designation	Level in Pay Matrix	Monthly Remuneration	Remarks
1	Dr. Nutan Keshaorao Deshmukh	Librarian And Information Assistant	7(8)	Rs. 98236/-	
2	Satyajit Pal	Lab Assistant	5(4)	Rs. 59823/-	
3	Ankit Raj	Lab Assistant	5(3)	Rs. 56024/-	
4	Neha Kumari	Lab Assistant	5(4)	Rs. 57581/-	
5	Ashirwad Harichandra Galbale	Upper Division Clerk	4(11)	Rs. 63117/-	
6	Avinash Kumar Singh	Stenographer Grade II	4(7)	Rs. 50796/-	
7	Murari Ji	Hostel Warden	4(9)	Rs. 53550/-	
8	Sagar Gajanan Panchbhai	Assistant Store Keeper	4(4)	Rs. 46971/-	
9	Anil Lokhachand Waghmare	Electrician	2(7)	Rs. 42029/-	
10	Arjun Kumar	Lower Division Clerk	2(6)	Rs. 36338/-	

11	Ashishkumar Hiran Kolhe	Fire Engine Driver-cum-Operator	2(11)	Rs. 45288/-	
12	Avinash Chhotu Tambe	Fire And Rescue Operator	2(11)	Rs. 45288/-	
13	Gaurav Syal	Fire And Rescue Operator	2(6)	Rs. 36338/-	
14	Manish Ramdas Khandode	Fire And Rescue Operator	2(12)	Rs. 48960/-	
15	Nilesh Bhauraoji Fating	Fire And Rescue Operator	2(10)	Rs. 50488/-	
16	Rahul Narayan Gurnule	Fire And Rescue Operator	2(11)	Rs. 54640/-	
17	Raju Shalikram Sahare	Fire And Rescue Operator	2(5)	Rs. 40818/-	
18	Rohit Rawat	Fire And Rescue Operator	2(8)	Rs. 42993/-	
19	Sudheer Wagmare	Fire And Rescue Operator	2(5)	Rs. 36338/-	
20	Sumeet Mahipal Singh Kandwal	Lower Division Clerk	2(10)	Rs. 50488/-	
21	Umeshkumar Shivbhushan Ravidas	Fire And Rescue Operator	2(11)	Rs. 48960/-	
22	Rajesh Kumar Deshmukh	Fire Engine Driver-cum-Operator	1(6)	Rs. 36338/-	

MTS-GPF

Sl. No.	Name of the Officer/ Staff (S/Shri)	Designation	Level in Pay Matrix	Monthly Remuneration	Remarks
1	Pramod Yashwant Kature	Multi Tasking Staff	4(18)	Rs. 78514/-	
2	Rajendra Faqirchand Katharia	Multi Tasking Staff	4(18)	Rs. 78514/-	
3	Rajesh Eknath Gajbhiye	Multi Tasking Staff	4(18)	Rs. 75582/-	
4	Bholaram Sannulal Barse	Multi Tasking Staff	3(19)	Rs. 69864/-	
5	Gagan Chaman Arkhel	Multi Tasking Staff	3(19)	Rs. 69864/-	
6	Hiranath Raghunath Tiwari	Multi Tasking Staff	3(20)	Rs. 71767/-	
7	Ravi Ishwarsingh Chouhan	Multi Tasking Staff	3(19)	Rs. 69864/-	
8	Munnishankar Gariban Ram	Multi Tasking Staff	2(19)	Rs. 60741/-	
9	Sunil Babaraoji Dhawangale	Multi Tasking Staff	2(19)	Rs. 67961/-	

MTS-NPS

Sl. No.	Name of the Officer/ Staff (S/Shri)	Designation	Level in Pay Matrix	Monthly Remuneration	Remarks
1	Aradhya Raj	Multi Tasking Staff	1(3)	Rs. 35109/-	
2	Ashish Kumar	Multi Tasking Staff	1(2)	Rs. 34071/-	
3	Bhanu Pratap Singh	Multi Tasking Staff	1(2)	Rs. 34071/-	
4	Jyothin Raj P V	Multi Tasking Staff	1(2)	Rs. 34961/-	
5	Kapil Balaji Kalpe	Multi Tasking Staff	1(2)	Rs. 34071/-	
6	Mahendra Shrawan Koche	Multi Tasking Staff	1(2)	Rs. 34071/-	
7	Monu Kesharwani	Multi Tasking Staff	1(5)	Rs. 33125/-	
8	Prafulla Kumar Panda	Multi Tasking Staff	1(5)	Rs. 35190/-	
9	Puneet Kumar	Multi Tasking Staff	1(4)	Rs. 32207/-	
10	Raushan Kumar	Multi Tasking Staff	1(7)	Rs. 34961/-	
11	Richa Sinha	Multi Tasking Staff	1(3)	Rs. 35109/-	
12	Sanjeet Kumar	Multi Tasking Staff	1(5)	Rs. 33125/-	
13	Subhas Lokhande	Multi Tasking Staff	1(6)	Rs. 34043/-	
14	Vijay Kumar Sahoo	Multi Tasking Staff	1(3)	Rs. 35109/-	
15	Yaseen Fajlani	Multi Tasking Staff	1(6)	Rs. 34043/-	
16	Yashwant Singh	Multi Tasking Staff	1(2)	Rs. 34071/-	

Academic Pay Structure

Sl. No.	Name of the Officer/ Staff (S/Shri)	Designation	Level in Pay Matrix	Monthly Remuneration
1	Dr. Anant R. Sontake	Professor	Academic Pay Structure _Pay Level-14	Rs. 393020/-
2	Dr. Dhananjay K Singh	Assistant Professor	Academic Pay Structure Pay- Level-10	Rs. 149070/-
3	Dr. Goutham Kumar Nadakuditi	Assistant Professor	Academic Pay Structure Pay- Level-10	Rs. 149070/-

CHAPTER - 12

NATIONAL FIRE SERVICE COLLEGE, NAGPUR

Expenditure Statement for the F.Y. 2024-25

Major Head-2070-Other Admn. Services

Minor Head-108- Fire Protection and Control

04-National Fire Service College-Demand No. 49

HEAD	PARTICULARS	RE 2024-25/ Final Allocation	Amount authorized to CPWD	EXPENDITURE RE UPTO 31.03.2025	% of Exp.
04-01-01	Salaries	35000000		30198986	86%
04-01-02	Wages	1000000		940173	94%
04-01-05	Rewards	700000		537652	77%
04-01-06	Medical Treatment	1500000		1405531	94%
04-01-07	Allowance	35000000		25779816	74%
04-01-08	Leave Travel Concession	500000		132433	26%
04-01-09	Training Expenses	500000		463734	93%
04-01-04	Pensionary Charges	700000		303270	43%
04-01-11	Domestic Travel Expenses	2300000		1945412	85%
04-01-12	Foreign Travel Expenses	0		0	0%
04-01-13	Office Expenses	50000000		43602947	87%
04-01-14	RRT for Land and Building	9500000		9463888	100%
04-01-16	Printing and Publications	100000		73400	73%
04-01-18	Rent for Others	100000		55500	56%
04-01-19	Digital Equipment	1700000		355471	21%
04-01-24	Fuel and Lubricants	300000		297744	100%
04-01-26	Advertisement & Publicity	300000		218918	73%
04-01-27	Minor Civil and Electrical work	23800000	349014	10847217	46%
04-01-28	Professional Services	4000000		3883262	97%
04-01-29	Repairs and Maintenance	17000000		3375889	20%
04-01-40	Awards and Prizes	100000		0	0%
04-01-32	Contributions	0		0	0%
04-01-34	Scholarship	0		0	0%
Total 2070-REVENUE		121500000		114534308	73%

4070- CAPITAL OUTLAY ON OTHER ADMN. SERVICE

HEAD	PARTICULARS	RE 2024-25/ Final Allocation	Amount authorized to CPWD	EXPENDITURE RE UPTO 31.03.2025	% of Exp.
09-00-51	Motor Vehicles	64300000		59335499	92%

09-00-52	Machinery & Equipment	19900000		18822604	95%
09-00-71	Information, Computer, Telecommunications Equipment (ICT)	1500000		230000	15%
09-00-74	Furniture and Fixtures	500000		482500	97%
09-00-77	Other Fixed Assets	1100000		0	0%
09-00-80	Intangible Assets	0		0	0%
Total 4070-CAPITAL		91200000		17375408	90%
Grand Total 2070+4070		212700000		131909716	78%

CHAPTER- 13

DETAILS OF INFORMATION AVAILABLE IN ELECTRONIC FORM

Sl. No.	Details of information available in electronic form	Name/title of the document/record/other information	Location where available
1	Training Programmes of NFSC	Annual Training Calendar	https://nfscnagpur.nic.in/WriteReadData/RTF1984/1725014692.pdf
2	Contact No. of all officers/employees	Telephone Directory	https://nfscnagpur.nic.in/show_content.php?lang=1&level=1&ls_id=297&lid=148
3	Decision making and work distribution	Organisation Chart	
4	Annual Report of NFSC (bilingual)	Knowledge Portal	
5	RTI Handbook	Annual Report/Hindi Report	
6	Notification/Circular/Opportunity	Information	https://nfscnagpur.nic.in/show_content.php?lang=1&level=1&ls_id=299&lid=221

CHAPTER-14

RECEIPTS AND DISPOSAL OF RTI APPLICATIONS & APPEALS DURING 2024-25

<u>RECIEVED</u>	<u>RECEIPTS</u>	<u>DISPOSALS</u>
RTI APPLICATIONS	27	27
RTI APPEALS	5	5

CHAPTER-15

REPLIES TO PARLIAMENT QUESTIONS DURING 2024-25

<u>NO. OF QUESTIONS RECIEVED</u>	<u>REPLY SENT</u>
10	10

CHAPTER-16

PARTICULARS OF FACILITIES AVAILABLE FOR OBTAINING INFORMATION

The Facilitation Centre in NFSC is a part of Reception Counter/R & I Section. On all working days, any information pertaining to all the sections is available at the Reception Counter/R & I Section from 9.30 A.M- 6.00 P.M.

Office address:- Takli Feeder Road, Rajnagar, Nagpur-440013

Contact details :- Telephone No. 0712-2982225, Telefax-0712-2982224

Email- nfscnagpur-mha@nic.in, ao.nfscnagpur-mha@nic.in

CHAPTER-17

INFORMATION RELATED TO PROCUREMENT MADE BY NFSC **SINCE 01.04.2024 TO 31.03.2025**

Sr No.	Type of Procurement	Qty	Contract No./ Supply Order No.	Tender Awarded date	Amount including GST (In Rupees)	Procured through PORTAL
1	Crash Fire Tender (Design, Fabrication and Supply)	1	FC/42-29/#18-CFT/2023-24	25-Apr-2024	57082500	CPP
2	Design, Fabrication & Supply of Breathing Apparatus Van (BA Van)	1	GEMC-511687790530859	18-Dec-2024	13200000	GeM
3	Mobile Recovery Van	1	GEMC-511687789220401	25-Oct-2024	2160000	GeM
4	Insulating Mat for electrical lab	315 Mtr	GEMC-511687708190492	4-Mar-2025	497700	GeM
5	High Mast Light	2	GEMC-511687730837082	4-Mar-2025	495000	GeM
6	Electric Workbench	1	GEMC-511687721769897	15-Mar-2025	432000	GeM
7	10 KVA online UPS	1	GEMC-511687713058529	6-Mar-2025	292000	GeM
8	Interactive Panel 75"	1	GEMC-511687748468674	11-Oct-2024	230000	GeM
9	Bomb Calorimeter with accessories (Digital Firing Unit with Thermometer (Sr. No. S-070-325) 01 No.) (Pellet Press 01 No.) (Ignition Wire 03 Rolls.) (Cotton Thread 01 Bundle) (Benzoic Acid 100 gm 01 No.) (Rubber "O" Ring 09 Nos.) (Stirrer Belt 03 Nos.)	1	GEMC-511687766591541	19-Nov-2024	184758	GeM
10	Air Conditioner 1.5 Tonne	4	GEMC-511687795058888	21-Oct-2024	170796	GeM
11	Regulated Power Supply	8	GEMC-511687764502297	4-Mar-2025	148000	GeM
12	Metal Beds	20	GEMC-511687739993229	31-Jan-2025	100000	GeM
13	Indoor Gym Eqpt Treadmill with 5 hp power	1	GEMC-511687732865313	5-Mar-2025	99990	GeM
14	Metal Shelving Racks	35	GEMC-511687779336297	18-Feb-2025	99750	GeM

Sr No.	Type of Procurement	Qty	Contract No./ Supply Order No.	Tender Awarded date	Amount including GST (In Rupees)	Procured through PORTAL
15	Mattresses	23	GEMC-511687736930424	31-Jan-2025	98900	GeM
16	Rubber Speed Breaker	162	GEMC-511687711762395	18-Feb-2025	98496	GeM
17	Iron Bench	8	GEMC-511687797848522	17-Feb-2025	98200	GeM
18	Pure EV E-Scooter	1	GEMC-511687746926193	4-Mar-2025	92999	GeM
19	Out Door Gym Eqpt - Air Walker/ Stroller Double	2	GEMC-511687707194572	4-Mar-2025	69200	GeM
20	Foam (AFFF) 3%	1000 Ltr (20Ltr Can x 50)	GEMC-511687753644155	30-Dec-2024	68750	GeM
21	Out Door Gym Eqpt - Chest Press Single	2	GEMC-511687771220608	4-Mar-2025	67600	GeM
22	Indoor Gym Eqpt 45° Leg Press or Hack Squat Machine	1	GEMC-511687746514867	5-Mar-2025	66000	GeM
23	Indoor Gym Eqpt Horizontal Pin Loaded Chest Press	1	GEMC-511687727108040	5-Mar-2025	54000	GeM
24	Indoor Gym Eqpt Pin loaded leg extension machine	1	GEMC-511687759000783	5-Mar-2025	53750	GeM
25	Out Door Gym Eqpt - Two Wheel Shoulder Builder	2	GEMC-511687787862326	4-Mar-2025	50000	GeM
26	Out Door Gym Eqpt - Chest Press Single Rower	2	GEMC-511687793890271	4-Mar-2025	50000	GeM

CHAPTER- 18

PROACTIVE DISCLOSURE OF RTI APPLICATIONS, APPEALS AND THEIR RESPONSES ON the Website

The above information is under process and shall be made available on the NFSC website, soon.

CHAPTER-19

THE NAMES, DESIGNATIONS AND OTHER PARTICULARS OF THE PUBLIC INFORMATION OFFICERS.

		Central Public Information Officer	First Appellate Authority
1	Name:-	Shri J.R. Jain,	Shri N. B. Shingane
2	Designation:-	Administrative Officer	Director
3	Telephone No.	0712-2982225	0712-2599926
4	Telefax:-	0712-2982224	0712-2982224
5	Email:-	ao.nfscnagpur-mha@nic.in	nfscnagpur-mha@nic.in
6	Period since	26 th July, 2023	26 th July, 2023 (Director)

CHAPTER 20

DETAILS OF EMPLOYEES AGAINST WHOM DISCIPLINARY ACTION HAS BEEN PENDING OR FINALISED FOR MINOR PENALTY AND MAJOR PENALTY PROCEEDINGS

It is certified that no disciplinary action has been pending or finalised for Minor and Major Penalty on any employees currently working in NFSC as 31st March, 2025

CHAPTER-21

PROGRAMMES TO ADVANCE UNDERSTANDING OF RTI

The employees and officers of NFSC are regularly sensitised on RTI matters and are encouraged to participate in the training/workshops as suggested by Ministry outside. The CPIO is also encouraged to get well versed with the best practices with respect to RTI matters. Guidelines of RTI are regularly published by Public Authorities concerned. Two training programmes were undertaken one through online mode and the other outstation training was given to five nos. of officials of NFSC.

Below mentioned programmes were undertaken during the year:-

No.	Dates	Mode of Training	No. of participants
1	29-31 January-2025	Offline	5
2	28 th October, 2024	Online	38
3	29-30 August-2024	Online	38

CHAPTER-22

CAG and PAC paras and action taken reports (ATR) after these have been laid on the table of both Houses of Parliament.

No Audit Para reply was sent during the year 2024-25.

CHAPTER-23

DETAILS OF THIRD-PARTY AUDIT OF VOLUNTARY DISCLOSURE

The Report of the Third Party Audit of Voluntary Disclosure for the year 2024-25 is available on college website.

https://nfscnagpur.nic.in/show_content.php?lang=1&level=1&ls_id=297&lid=148

CHAPTER-24

DETAILS OF STQC CERTIFICATION

Not yet obtained. NIC assured for compliance of the same soon.

CHAPTER-25

DETAILS OF SCHEMES/PROJECTS/PROGRAMMES

The college presently has no active schemes, projects, or programs.

CHAPTER -26

No foreign tour was undertaken during the year 2024-25.

The details of domestic tours undertaken by the Director/H.O.D. during the year 2024-25.

Sl. No.	Place	Period	Expenditure
1.	Guwahati	29/04/2024 to 30/04/2024	Rs. 28342/-
2.	New Delhi	12/08/2024	Rs. 12695/-
3.	New Delhi	19/08/2024	Rs. 17765/-
4.	Mumbai	02/09/2024 to 04/09/2024	Rs. 14802/-
5.	New Delhi	25/09/2024 to 26/09/2024	Rs. 10781/-
6.	Goa	02/10/2024 to 04/10/2024	Rs. 16528/-
7.	New Delhi	24/10/2024	Rs. 12193/-
8.	New Delhi	13/11/2024	Rs. 24541/-
9.	Hyderabad	21/11/2024 to 22/11/2024	Rs. 18474/-
10.	Mumbai	28/11/2024 to 01/12/2024	Rs. 16733/-
11.	New Delhi	12/12/2024 to 13/12/2024	Rs. 17960/-
12.	New Delhi	10/01/2025 to 10/01/2025	Rs. 13672/-
13.	Port Blair	20/01/2025 to 24/01/2025	Rs. 30933/-
14.	New Delhi	03/02/2025	Rs. 14022/-
15.	New Delhi	05/02/2025 to 07/02/2025	Rs. 14517/-
