



F. No. 01-01/2023-Admin
Government of India
NATIONAL DISASTER MANAGEMENT AUTHORITY
NDMA Bhawan, A-1, Safdarjung Enclave, New Delhi –110 029
Tel. No. 26701700



Sub: Advertisement for the various positions of Senior Consultant in National Disaster Management Authority (NDMA) on contract basis.

NDMA invites applications from Indian national having requisite qualification and experience for following position:-

| Sl. No. | Name of Position | Post in Nature | No. of Vacancy | Educational Qualification | Post Qualification Experience | Max. Age Limit |
|---------|---|----------------|----------------|--|---|--|
| 1. | Senior Consultant (Urban Flood Management) | Contractual | 1 (One) | Essential :- Master's degree in Water Resources Management, Hydrology, Flood Risk Management, Disaster Management, or any other disciplines related to disaster management (geography, geology, environment, civil/geo-technical engineering) or Masters degree in Architecture/ Planning/ equivalent subject. Desirable:- A research degree (M.Phil./Ph.D.) in disaster management or related field. | <ul style="list-style-type: none"> Minimum 5-10 years of experience in the field Experience in urban planning/ flood/ urban flood management or related subjects Duration of research work (PhD/Post Doctoral) will be counted for work experience (actual duration or 5 years, whichever is less) Field experience in the project with sustainable use of disaster risk reduction and mitigation will be given more weightage in the selection process. Both the educational qualifications and work experience must prove the credentials of the applicant as an established expert in the field <p>Note : Retired government officials with matching education and experience, with maximum age of 64 years and who have held a position with grade Pay of INR 7600/- or more may also apply.</p> | 50 Years for Senior Consultant, (In case of retired Central Govt. employee, it shall be as per MoF, DoE OM NO. 3-25/2020-E.III.A dated 09/12/ 2020 |
| 2. | Senior Consultant (Flood Mitigation) | Contractual | 1 (One) | Essential :- Master's degree in Water Resources Management, Hydrology, Flood Risk Management, Disaster Management, or any other disciplines related to disaster management (geography, geology, environment, civil/geo-technical engineering). Desirable:- A research degree (M.Phil./Ph.D.) in disaster management or related field. | <ul style="list-style-type: none"> Minimum 5 years of experience in the field Experience in flood risk management or related subject Duration of research work (PhD/Post Doctoral) will be counted for work experience (actual duration or 5 years, whichever is less) Field experience in community-based approaches to flood risk management will be given more weightage in the selection process. Field experience in the project with substantial use of disaster risk reduction and mitigation will be given more weightage in the selection process Both the educational qualifications and work experience must prove the credentials of the applicant as an established expert in the field <p>Note : Retired government officials with matching education and experience, with maximum age of 64 years and who have held a position with grade Pay of INR 7600/- or more may also apply.</p> | 50 Years for Senior Consultant, (In case of retired Central Govt. employee, it shall be as per MoF, DoE OM NO. 3-25/2020-E.III.A dated 09/12/ 2020 |
| 3. | Senior Consultant | Contractual | 1 (One) | Essential :- Master's degree in | <ul style="list-style-type: none"> Minimum 5 years of experience in the field Experience in landslide/avalanche related | 50 Years for Senior |

| | | | | | | |
|----|---|-------------|---------|--|---|--|
| | (Landslide & Avalanche) | | | Geology/Civil Engineering/ Geo-technical engineering or Masters in Disaster Management Desirable:- Ph.D/M. Phil or specialization in geo technical engg/ landslide risk mitigation or related subject | subjects. handling projects in the landslide risk mitigation. <ul style="list-style-type: none"> • Duration of research work (PhD/Post Doctoral) will be counted as work experience (actual duration or 5 years, whichever is less) • Field experience in the project with substantial use of disaster risk reduction and mitigation in report preparation will be given more weightage in the selection process • Both the educational qualifications and work experience must prove the credentials of the applicant as an established expert in the field Note : Retired government officials with matching education and experience, with maximum age of 64 years and who have held a position with grade Pay of INR 7600/- or more may also apply. | Consultant, (In case of retired Central Govt. employee, it shall be as per MoF, DoE OM NO. 3-25/2020-E.III.A dated 09/12/ 2020 |
| 4. | Senior Consultant (Fire Risk Management) | Contractual | 1 (One) | Essential :- Graduation/Post Graduation in Fire Engineering/ Fire Safety/ Fire Services or equivalent subject or Masters in Disaster Management. Desirable:- A Masters in Fire Engineering, Industrial Safety Management, or a Ph.D/M.Phil. in Fire Safety related subject. | <ul style="list-style-type: none"> • Minimum 5 years of experience in the area of Fire Risk Management. • Duration of research work (PhD/Post Doctoral) will be counted for work experience (actual duration or 5 years, whichever is less) • The applicant should have knowledge and exposure of local/national/international code of practice on fire safety and experience of conducting fire safety audits • Both the educational qualifications and work experience must prove the credentials of the applicant as an established expert in the field. Note : Retired government officials with matching education and experience, with maximum age of 64 years and who have held a position with grade Pay of INR 7600/- or more may also apply. | 50 Years for Senior Consultant, (In case of retired Central Govt. employee, it shall be as per MoF, DoE OM NO. 3-25/2020-E.III.A dated 09/12/ 2020 |

- Remuneration Band** Rs. 1,25,000/- to 1,75,000/-pm for Senior Consultants, Remuneration in respect of retired Central Government employee engaged as a Consultant shall be regulated as per Ministry of Finance, Department of Expenditure O.M. No. 3-25/2020-E.III.A dated 09th December, 2020.
- The detailed terms and conditions and eligibility criteria (educational qualifications, age, experience etc) for engagement of above positions are indicated in the Term of References (ToR) of the above positions and may be seen on NDMA website at <http://ndma.gov.in>.
- Essential /desirable educational qualifications and experiences will be verified with original certificates.
- Interested individuals may send their bio-data in the prescribed proforma available on the NDMA website alongwith statement of purpose (SOP) in maximum 250 words, recent passport photograph and copies of certificates establishing their educational qualification, experience to Shri Abhishek Biswas, Under Secretary (Admn.), National Disaster Management Authority, NDMA Bhawan, A-1, Safdarjung Enclave, New Delhi-110029, Phone No. 011-26701700 within **20 days** from the date of publication of advertisement in the employment news.

Important note: Separate applications are required for each position/discipline (Field). Incomplete application will not be considered.

(Abhishek Biswas)
Under Secretary (Admn)

Application of engagement as Senior Consultant in the National Disaster Management Authority.

Post applied for : _____

(1) Name : _____

(2) Father's Name :- _____

(3) Sex (Male / Female) : _____

(4) Date of Birth _____ Age _____ Years.

(5) Category : SC/ST/OBC/General/Any Other (Pls. specify) _____

(6) Contact Address :- _____

(7) Permanent Address :- _____

(8) E-mail : _____ Phone _____

(9) Education (College education in reverse chronological order) (Pls add rows if required) :

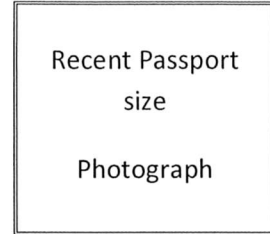
| S No. | Year | Degree/ Diploma | University/ Institution | Division/ GPA | Subjects |
|-------|------|--------------------|----------------------------|------------------|----------|
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

(10) Experience (in reverse chronological order) (Pls add rows if required)

| S No. | Period | | | Organization / Institution | Nature of work | Accomplishments |
|-------|--------|----|-------|-------------------------------|----------------|-----------------|
| | From | To | Total | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |

(11) Trainings: _____

(12) Publications:- _____



(13) Awards / recognitions: - _____

(14) Membership of Professional Bodies/ Associations: - _____

(15) Retired Government staff (Pls indicate Pay/Pay band) :- _____

(16) References (Name, Designation, Institution, address, e-mail and Phone Number) :-

(1) : _____ (2) : _____

Date _____

Signature _____

* Application form is to be submitted alongwith Statement of Purpose (SoP) in 250 words (maximum) and copies of certificates establishing educational qualifications, work experiences, trainings participated etc.

National Disaster Management Authority

Government of India

Positions: Senior Consultant

Subject - Fire Risk Management

1. Background

The National Disaster Management Authority (NDMA) is the apex-level institution for disaster management in India. The Disaster Management Act, 2005 provides for setting up the NDMA along with a host of other institutions at the national, state, and district levels. Chaired by the Prime Minister, the NDMA is mandated to lay down the policies, plans and guidelines for disaster management, and implement various programmes related to various aspects of disaster management. Since its inception, the NDMA has taken several initiatives and programmes in strengthening disaster preparedness and mitigation, improving disaster response and recovery, and supporting capacity-building activities in the country.

One of the most important areas of disaster management has been the provision of dependable fire services in the country. As India experiences significant growth of industrial and service sector, and invests heavily in infrastructure expansion, with concomitant urbanization, a well-equipped and adequately resourced fire services is an essential service that must be extended to all parts of the country. State and municipal governments need to maintain and provide fire services to all the citizens. The role of Central Government is to improve the regulatory framework and provide capacity-building support to State and municipal governments for fire services.

At the national level, there is a Directorate General of Fire Services, Civil Defence, and Home Guards, which provides policy and programme support for fire services and advises on organizational matters related to fire services. As an apex institution, NDMA coordinates with the DG, Fire Services, and provides enabling support to strengthen fire services across the country.

Considering the criticality of the role of fire services in any emergency and to standardize training and equipping the fire services in the country, the NDMA

has released National Disaster Management Guidelines on scaling, types of equipment, and training of fire services.

Recognizing the importance of fire services, the 15th Finance Commission has recommended a provision of Rs. 5,000 crore for strengthening fire services at the State level in the next five years. These resources would be allocated through the Preparedness and Capacity-building component of the NDRF. States need to apply for these funds, for which they should contribute 10 per cent of the amount sought. These resources could ideally provide a top-up to existing programmes.

In view of the importance assigned to the fire services for disaster management in the country, NDMA requires the services of an experienced professional as Consultant for fire risk management.

2. Job Description

Consultant, Fire Services, will provide technical assistance to NDMA in formulation and implementation of policies and guidelines related to fire services and support coordination with the Ministry of Home Affairs, and DG, Fire Services. In addition, the Consultant will assist NDMA on developing projects and programmes, reforming and strengthening fire services at the State and municipal levels, and contributing to training and capacity-building activities.

3. Position (in numbers): 1

4. Key Tasks and Responsibilities

Consultant will work under the overall supervision of the concerned Member/ JS / Advisor, NDMA and attend to following tasks and responsibilities:

- Provide technical advice on all matters related to fire risk management dealt by the NDMA and help it coordinate with States and other organizations like DG Fire Services and entities working in this area

- Support formulation of policies and guidelines to strengthen fire services in the country
- Develop programs and projects to strengthen fire risk management for NDMA and set up implementation arrangements.
- Undertake field visits to ensure effective monitoring of ongoing fire risk management projects and programmes being implemented by the NDMA
- Support programmes related to forest fire risk management
- Carry out desk research on various aspects of fire risk management globally and prepare thematic papers and strategies for different areas of fire risk management in the country
- Document global good practices on fire risk management and disseminate to key internal and external stakeholders
- Establish a network of academic, research and training institutions in both public and private sector for promoting fire risk management in the country
- Participate in the meeting of NDMA Task Forces, Working Groups and Committees to provide technical inputs related to fire risk management
- Support NDMA in organizing international / national workshops, seminars and conferences related to fire risk management
- Any other assignment/work on the subject

5. Duty station: New Delhi, India

6. Status (Full time/Part Time/Short term or Long-term): Full Time. It is a full time engagement and Consultant shall not take up any other assignment during the period of consultancy with NDMA).

7. Competencies and Skills required:

- Promoting the vision of NDMA

- Strengthening technical expertise
- Formulating concepts and strategies
- Managing resources
- Ability to work in a team situation and engage with diverse stakeholders
- Inter-personal and communication skills
- Proactive engagement and dialogue
- Strategic advice and communication

8. Language proficiency: Fluency in written and spoken English is required for this position.

9. Educational Qualifications (Essential/Desirable) and Age:

- **Essential Qualifications:** Graduation/Post Graduation in Fire Engineering/ Fire safety / Fire Services or equivalent subject or Masters in Disaster Management
- **Desirable Qualification:** A Masters in Fire Engineering, Industrial Safety Management, or a Ph.D/M. Phil. in Fire Safety related subject.

10. Age, Experience, Salary:

| Position | Post qualification Experience @ | Upper Age Limit | Remuneration Band (in Rs.) |
|----------------|------------------------------------|-----------------|-----------------------------------|
| Sr. Consultant | Minimum 5 Years | 50 years | 1,25,000 1,75,000 |

@ pl refer to para 11 (Experience) below.

*The annual increase is given on satisfactory performance. For outstanding performance, a two steps increase may be given to the consultant.

**Retired government officials with matching education and experience, with maximum age of 64 years and who have held a position with grade pay of INR 7,600/ or more may also apply. Retired Govt. employees engaged as a

Consultant shall be regulated as per MoF, DoE OM No. 3-25/2020-E.III.A dated 09/12/2020.

**** The Selection Committee shall fix the consolidated remuneration for the offered position in the remuneration band based on the education, experience, remuneration being already drawn/ last pay drawn and other relevant factors. The remuneration will be consolidated and inclusive of all applicable taxes and no other allowance shall be provided.

11. Experience:

- a. In the area of Fire Risk Management.
- b. Duration of research work (PhD/Post Doctoral) will be counted for work experience (actual duration or 5 years, whichever is less)
- c. The applicant should have knowledge and exposure of local / national / international code of practice on fire safety and experience of conducting fire safety audits
- d. Both the educational qualifications and work experience must prove the credentials of the applicant as an established expert in the field

12. Reporting Mechanism: The Consultant will work under the direct supervision of concerned subject Member / JS (Division Head) of NDMA. However, occasionally, the concerned division JA will guide the Consultant on handling subject-related issues.

13. Support/inputs to be provided by NDMA to facilitate Consultancy: During the consultancy no additional support other than office equipment i.e. Desktop, Printers, Internet etc. may be provided by NDMA. However, allowances such as TA/DA, Lodging & Boarding expenses, etc. for official tours, visit, etc. will also be provided as per the rules/regulations of GOI/NDMA.

14. Special remarks, such as travel, etc.: For all official tours, visit of Sr. Consultant, allowances such as TA/DA, Lodging & Boarding expenses, etc. for official tours, visit, etc. will also be provided as per the rules/regulations of GOI/NDMA.

15. Termination of Contract: The engagement of Sr. Consultants and Consultants at NDMA is of a temporary nature and NDMA can terminate the contract at any time without prior notice and without providing any reason for it. However, in the normal course, it will provide one month's notice to the Individual Consultant. The Individual Consultant can also seek the termination of the contract upon giving one month notice to NDMA

16. Additional remarks: Individual Consultants will be engaged for a fixed period but not exceeding three years for providing high quality services on specific projects as per requirement of the Divisions.

However, their continuation in their respective position beyond the first and second year would be contingent on a satisfactory Annual Performance Review based on clearly defined Key Performance Indicators. Extension beyond three years may be considered under exceptional circumstances with the approval of Vice Chairman/ Member Secretary, NDMA. However, no extension will be given beyond the age of 65 year.

**National Disaster Management Authority
Government of India**

Positions: Senior Consultant

Subject - Flood Mitigation

1. Background

The National Disaster Management Authority (NDMA) is the apex-level institution for disaster management in India. The Disaster Management Act, 2005 provides for setting up the NDMA along with a host of other institutions at the national, state, and district levels. Chaired by the Prime Minister, the NDMA is mandated to lay down the policies, plans and guidelines for disaster management, and implement various programmes related to various aspects of disaster management. Since its inception, NDMA has taken several initiatives and programmes in strengthening disaster preparedness and mitigation, improving disaster response and recovery, and supporting capacity-building activities in the country.

Mitigation Fund

The Disaster Management Act, 2005 recognizes the importance of mitigation through introducing relevant provisions in the Act. Sections 47 and 48 of the DM Act lay down the provisions for the constitution of National, State, and District Disaster Mitigation Funds. These provisions have been included to allocate resources for the implementation of mitigation measures. In pursuance with these provisions, the Government of India has decided to set up the National and State Disaster Mitigation Funds.

These mitigation funds shall be used for those local level and community-based interventions which reduce the risks and promote environment-friendly settlements and livelihood practices. However, large-scale mitigation interventions such as construction of coastal walls, flood embankments, support for drought resilience, etc. should be pursued through regular development schemes and not from the mitigation fund. These local and community-based interventions should be supported through appropriate technical assistance. It is the responsibility of NDMA and SDMAs to provide technical assistance to the implementing agencies for mitigation interventions.

Flood Risk Mitigation

One of the key areas of mitigation is flood risk mitigation. In terms of frequency, geographical impact, and human and physical losses, floods are the most damaging disaster in India. In addition to the flood-prone states, Assam, Bihar, and Odisha, the floods are now affecting all the States of the country. In recent years, Southern states, such as Andhra Pradesh, Karnataka, and Maharashtra, too have experienced large-scale floods. All the river basins are affected by floods.

The floods in India are not just restricted to the rainy season. They now occur almost round the year. It is generally heavy precipitation that leads to floods, but there could be many other contributory causes. The flash floods in Chamoli district, Uttarakhand (February 2020) occurred due to landslides and glacial breach. Tamil Nadu experienced floods in January due to heavy rains, which led rivers to break their banks and excessive release of water from reservoirs.

In India, large multi-purpose dams were constructed and reservoirs created to store excess waters and reduce the incidence of floods. In addition to dams and reservoirs, the embankments have been constructed to provide protection against floods to the people. The construction of embankments started during the Colonial period, which has continued till date. While these structural interventions have controlled floods in certain areas, it is now widely recognized that certain smaller interventions which improve community-level protection against floods are equally important. Interventions such as afforestation, construction of small bunds, cleaning of natural drains and water sources, deepening

village ponds and tanks, elevation of house plinths, and designation of flood shelters are among the important measures that need to be supported as part of community-based approaches.

The National/State Disaster Mitigation Funds should support the community-based flood mitigation programmes. These flood mitigation interventions need to be designed at the level of river basins. These programmes need to be implemented with the support of multiple partners at the local level which include SDMAs, DDMAAs, NGOs, and communities. These programmes need to be planned and implemented across the States. NDMA must provide technical assistance for community-based flood mitigation programmes and support through the NDMF.

NDMA needs the services of a Lead Consultant to develop various interventions in flood risk management and partner with the States in implementing them at the level of river basins. The Lead Consultant will provide technical and programmatic assistance to NDMA and its partners for flood risk management.

2. Job Description

Working within the Mitigation Division, the Lead Consultant will assist the Member and Advisor, Mitigation in developing various programmes and technical assistance related to flood risk management including urban flood. The Lead Consultant will develop guidelines for the formulation and implementation of flood risk management programme. The Lead Consultant will monitor the flood situation in the country, set up a monitoring framework for flood-related interventions, and work with the GIS and database team to set up a flood-related database.

3. Position (in numbers): 1

3. Key Tasks and Responsibilities

Lead Consultant will work under the overall supervision of the concerned Member/ JS / Advisor, NDMA and attend to following tasks and responsibilities:

- Provide technical advice on all matters related to flood risk management to NDMA and develop concepts and approaches appropriate for different regions of the country.
- Develop programmes and interventions related to flood risk management including urban flood, which could be funded through the NDMF. The flood risk management approaches consist of early warning, preparedness, and mitigation.
- Review the NDMA guidelines on flood management and including urban flood management. Suggest flood preparedness measures to the States. Develop formats for preparing local level flood preparedness programmes.
- Classify different types of floods and suggest appropriate mitigation measures for managing these floods.
- Advise States to improve their early warning system through multiple weather sensors and stations. Suggest various ways in which to alert communities about floods.
- Develop typologies of mitigation measures. Recommend community-based mitigation measures for floods and suggest their applicability for different regions.

- Coordinate with the State governments in planning and implementing flood risk management programmes including urban flood. Provide technical assistance for all the projects.
- Coordinate with various organizations such as the Indian Meteorological Department, Ministry of Water Resources and the Central Water Commission for dealing with floods.
- Organize workshops, webinars, and technical meetings on different aspects of flood management. Lead publications on various aspects of flood risk management. Develop a community of practice in flood risk management.
- Develop a database of flood events and the losses arising from these disasters.

4. Duty station: New Delhi, India

5. Status (Full time/Part Time/Short term or Long-term): Full Time. It is a full time engagement and Consultant shall not take up any other assignment during the period of consultancy with NDMA).

6. Competencies and Skills required:

- Promoting the vision of NDMA
- Strengthening technical expertise
- Formulating concepts and strategies
- Managing resources
- Ability to work in a team situation and engage with diverse stakeholders
- Inter-personal and communication skills
- Proactive engagement and dialogue
- Strategic advice and communication

7. Language proficiency: Fluency in written and spoken English is required for this position.

8. Educational Qualifications (Essential/Desirable):

- Essential Qualifications: Master's degree in Water Resources Management, Hydrology, Flood Risk Management, Disaster Management, or any other disciplines related to disaster management (geography, geology, environment, civil/geo-technical engineering).
- Desirable Qualifications: A research degree (M.Phil./Ph.D.) in disaster management or related field.

9. Age, Experience, Salary: These would be as shown below and as updated in Recruitment Handbook of NDMA from time to time.

| Position | Post qualification Experience* | Upper Age Limit | Remuneration Band (in Rs.) |
|----------|--------------------------------|-----------------|-----------------------------|
|----------|--------------------------------|-----------------|-----------------------------|

| | | | |
|----------------|-----------------|----------|---------------------|
| Sr. Consultant | Minimum 5 years | 50 years | 1,25,000 – 1,75,000 |
|----------------|-----------------|----------|---------------------|

* pl refer to para 11 (Experience) below.

**The annual increase is given on satisfactory performance. For outstanding performance, a two steps increase may be given to the consultant.

***Retired government officials with matching education and experience, with maximum age of 64 years and who have held a position with grade pay of INR 7,600/ or more may also apply. Retired Govt. employees engaged as a Consultant shall be regulated as per MoF, DoE OM No. 3-25/2020-E.III.A dated 09/ 12/2020.

**** The Selection Committee shall fix the consolidated remuneration for the offered position in the remuneration band based on the education, experience, remuneration being already drawn/ last pay drawn and other relevant factors. The remuneration will be consolidated and inclusive of all applicable taxes and no other allowance shall be provided

11. Experience:

- a. Experience in flood risk management or related subject
- b. Duration of research work (PhD/Post Doctoral) will be counted for work experience (actual duration or 5 years, whichever is less)
- c. Field experience in community-based approaches to flood risk management will be given more weightage in the selection process.
- d. Field experience in the project with substantial use of disaster risk reduction and mitigation will be given more weightage in the selection process
- e. Both the educational qualifications and work experience must prove the credentials of the applicant as an established expert in the field

12. Reporting Mechanism: The Senior Consultant will work under the direct supervision of concerned subject Member / JS (Division Head) of NDMA. However, occasionally, the concerned division JA will guide the Senior Consultant on handling subject-related issues.

13. Support/inputs to be provided by NDMA to facilitate Consultancy: During the consultancy no additional support other than office equipment i.e. Desktop, Printers, Internet etc. may be provided by NDMA. However, allowances such as TA/DA, Lodging & Boarding expenses, etc. for official tours, visit, etc. will also be provided as per the rules/regulations of GOI/NDMA.

14. Special remarks, such as travel, etc.: For all official tours, visit of Sr. Consultant, allowances such as TA/DA, Lodging & Boarding expenses, etc. for official tours, visit, etc. will also be provided as per the rules/regulations of GOI/NDMA.

15. Termination of Contract: The engagement of Sr. Consultants and Consultants at NDMA is of a temporary nature and NDMA can terminate the contract at any time without prior notice and without providing any reason for it. However, in the normal course, it will provide one month's notice to the Individual Consultant. The Individual Consultant can also seek the termination of the contract upon giving one month notice to NDMA.

16. Additional remarks: Individual Consultants will be engaged for a fixed period but not exceeding three years for providing high quality services on specific projects as per requirement of the Divisions. However, their continuation in their respective position beyond the first and second year would be contingent on a satisfactory Annual Performance Review based on clearly defined Key Performance Indicators. Extension beyond three years may be considered under exceptional circumstances with the approval of Vice Chairman/ Member Secretary, NDMA. However, no extension will be given beyond the age of 65 year.

National Disaster Management Authority

Government of India

Position: Senior Consultant

Subject – Urban Flood Management

1. Background

The National Disaster Management Authority (NDMA) is the apex-level institution for disaster management in India. The Disaster Management Act, 2005 provides for setting up the NDMA along with a host of other institutions at the national, state, and district levels. Chaired by the Prime Minister, the NDMA is mandated to lay down the policies, plans and guidelines for disaster management, and implement various programmes related to various aspects of disaster management. Since its inception, NDMA has taken several initiatives and programmes in strengthening disaster preparedness and mitigation, improving disaster response and recovery, and supporting capacity-building activities in the country.

Mitigation Fund

The Disaster Management Act, 2005 recognizes the importance of mitigation through introducing relevant provisions in the Act. Sections 47 and 48 of the DM Act lay down the provisions for the constitution of National, State, and District Disaster Mitigation Funds. These provisions have been included to allocate resources for the implementation of mitigation measures. In pursuance with these provisions, the Government of India has decided to set up the National and State Disaster Mitigation Funds.

These mitigation funds shall be used for those local level and community-based interventions which reduce the risks and promote environment-friendly settlements and livelihood practices. However, large-scale mitigation interventions such as construction of coastal walls, flood embankments, support for drought resilience, etc. should be pursued through regular development schemes and not from the mitigation fund. These local and community-based interventions should be supported through appropriate technical assistance. It is the responsibility of NDMA and SDMA to provide technical assistance to the implementing agencies for mitigation interventions.

Urban Flood Risk Management

One of the key areas of mitigation is urban flood risk mitigation. Generally heavy rains coupled with poor drainage leads to urban floods, but there could

be many other contributory causes. In terms of frequency, financial impact, urban floods is emerging as another disaster in India. In recent years, all metro cities experienced it to a great extent. It can be managed better with a proper city planning. However in older or unplanned part of the city it is more challenging.

The National/State Disaster Mitigation Funds should support community-based or local level mitigation programmes. It earmarks fund for seven metro cities for urban flood management. Not only storm water drainage network but also some other mitigation solution needs to be developed. NDMA must provide technical assistance for community-based or local level mitigation programmes.

NDMA needs the services of a Consultant to develop various interventions in urban flood risk management and partner with the States in implementing them. The Consultant will provide technical and programmatic assistance to NDMA and its partners.

2. Job Description

Working within the Mitigation Division, the Consultant will assist the Member and Advisor, Mitigation in developing various programmes and technical assistance related to the subject. He will develop guidelines for formulation and implementation of urban flood risk management programme. He will monitor the urban flood situation in the country, set up a monitoring framework. He will work with the GIS and database team to set up a database.

3. Position (in numbers): 1

4. Key Tasks and Responsibilities

Consultant will work under the overall supervision of the concerned Member/JS / Advisor, NDMA and attend to following tasks and responsibilities:

- Provide technical advice on related matters and develop concepts and approaches appropriate for different regions of the country.
- Develop programmes and interventions related to urban flood risk management, which could be funded through the NDMF. The flood risk management approaches consist of early warning, preparedness, and mitigation.

- Review the NDMA guidelines on urban flood management. Suggest preparedness measures to the States. Develop formats for preparing local level preparedness programmes.
- Advise States to improve their early warning system through multiple weather sensors and stations. Suggest various ways to alert.
- Develop typologies of mitigation measures. Recommend community-based mitigation measures and suggest their applicability for different regions.
- Coordinate with the State governments in planning and implementing programmes. Provide technical assistance for all related projects.
- Coordinate with concerned organizations such as the Indian Meteorological Department, Ministry of Housing and Urban Affairs, City Municipal Corporations.
- Organize workshops, webinars, and technical meetings on different aspects. Prepare publications on various aspects of urban flood risk management.
- Develop a database of urban flood events and the losses arising from these disasters.

5. Duty station: New Delhi, India

6. Status (Full time/Part Time/Short term or Long-term): Full Time. It is a full time engagement and Consultant shall not take up any other assignment during the period of consultancy with NDMA).

7. Competencies and Skills required:

- Promoting the vision of NDMA
- Strengthening technical expertise
- Formulating concepts and strategies
- Managing resources
- Ability to work in a team situation and engage with diverse stakeholders

- Inter-personal and communication skills
- Proactive engagement and dialogue
- Strategic advice and communication

8. Language proficiency: Fluency in written and spoken English is required for this position.

9. Educational Qualifications (Essential/Desirable):

- **Essential Qualifications:** Master's degree in Water Resources Management, Hydrology, Flood Risk Management, Disaster Management, or any other disciplines related to disaster management (geography, geology, environment, civil/geo-technical engineering) or Masters degree in Architecture/ Planning/equivalent subject
- **Desirable Qualifications:** A research degree (M.Phil./Ph.D.) in disaster management or related field.

10. Age, Experience, Salary: These would be as shown below and as updated in Recruitment Handbook of NDMA from time to time.

| Position | Post qualification Experience @ | Upper Age Limit | Remuneration Band (in Rs.) |
|----------------|---------------------------------|-----------------|-----------------------------|
| Sr. Consultant | 5-10 years | 50 years | 1,25,000 - 1,75,000 |

@ pl refer to para 11 (Experience) below.

*The annual increase is given on satisfactory performance. For outstanding performance, a two steps increase may be given to the consultant.

**Retired government officials with matching education and experience, with maximum age of 64 years and who have held a position with grade pay of INR 7,600/ or more may also apply. Retired Govt. employees engaged as a Consultant shall be regulated as per MoF, DoE OM No. 3-25/2020-E.III.A dated 09/12/2020.

**** The Selection Committee shall fix the consolidated remuneration for the offered position in the remuneration band based on the education, experience, remuneration being already drawn/ last pay drawn and other relevant factors. The remuneration will be consolidated and inclusive of all applicable taxes and no other allowance shall be provided.

11. Experience:

- a. Experience in urban planning/flood/urban flood management or related subjects
- b. Duration of research work (PhD/Post Doctoral) will be counted for work experience (actual duration or 5 years, whichever is less)
- c. Field experience in the project with substantial use of disaster risk reduction and mitigation will be given more weightage in the selection process
- d. Both the educational qualifications and work experience must prove the credentials of the applicant as an established expert in the field

12. Reporting Mechanism: The Senior Consultant will work under the direct supervision of concerned subject Member / JS (Division Head) of NDMA. However, occasionally, the concerned division JA will guide the Senior Consultant on handling subject-related issues.

13. Support/inputs to be provided by NDMA to facilitate Consultancy: During the consultancy no additional support other than office equipment i.e. Desktop, Printers, Internet etc. may be provided by NDMA. However, allowances such as TA/DA, Lodging & Boarding expenses, etc. for official tours, visit, etc. will also be provided as per the rules/regulations of GOI/NDMA.

14. Special remarks, such as travel, etc.: For all official tours, visit of Sr. Consultant, allowances such as TA/DA, Lodging & Boarding expenses, etc. for official tours, visit, etc. will also be provided as per the rules/regulations of GOI/NDMA.

15. Termination of Contract: The engagement of Sr. Consultants and Consultants at NDMA is of a temporary nature and NDMA can terminate the

contract at any time without prior notice and without providing any reason for it. However, in the normal course, it will provide one month's notice to the Individual Consultant. The Individual Consultant can also seek the termination of the contract upon giving one month notice to NDMA.

16. Additional remarks: Individual Consultants will be engaged for a fixed period but not exceeding three years for providing high quality services on specific projects as per requirement of the Divisions. However, their continuation in their respective position beyond the first and second year would be contingent on a satisfactory Annual Performance Review based on clearly defined Key Performance Indicators. Extension beyond three years may be considered under exceptional circumstances with the approval of Vice Chairman/ Member Secretary, NDMA. However, no extension will be given beyond the age of 65 year.

**National Disaster Management Authority
Government of India**

**Positions: Senior Consultant
Subject - Landslides & Avalanche**

1. Background

The National Disaster Management Authority (NDMA) is the apex-level institution for disaster management in India. The Disaster Management Act, 2005 provides for setting up the NDMA along with a host of other institutions at the national, state, and district levels. Chaired by the Prime Minister, the NDMA is mandated to lay down the policies, plans and guidelines for disaster management, and implement various programmes related to various aspects of disaster management. Since its inception, NDMA has taken several initiatives and programmes in strengthening disaster preparedness and mitigation, improving disaster response and recovery, and supporting capacity-building activities in the country.

Mitigation Fund

The Disaster Management Act, 2005 recognizes the importance of mitigation through introducing relevant provisions in the Act. Sections 47 and 48 of the DM Act lay down the provisions for the constitution of National, State, and District Disaster Mitigation Funds. These provisions have been included to allocate resources for the implementation of mitigation measures. In pursuance with these provisions, the Government of India has decided to set up the National and State Disaster Mitigation Funds.

These mitigation funds shall be used for those local level and community-based interventions which reduce the risks and promote environment-friendly settlements and livelihood practices. However, large-scale mitigation interventions such as construction of coastal walls, flood embankments, support for drought resilience, etc. should be pursued through regular development schemes and not from the mitigation fund. These local and community-based interventions should be supported through appropriate technical assistance. It is the responsibility of NDMA and SDMAs to provide technical assistance to the implementing agencies for mitigation interventions.

Landslide Risk Mitigation

Landslides are the most frequently occurring natural hazard in the hilly terrains. Major landslide-prone areas in the country cover mountain slopes of the North-Western Himalayas, the Sub-Himalayan terrain of the North-East, and the Western-Eastern Ghats.

The landslide susceptibility is highest in the Himalayan region, which has the world's most unstable ecology, with rugged topography, fragile rock conditions, high seismicity, and considerable rainfall that alter slope profiles over time. The Western Ghats region is the second most landslide-prone region after the Himalayas in the country due to its steep slope, high intensity of rainfall, weathering of soil, soil piping, and anthropogenic activities. In recent years, many devastating landslides occurred on these mountain slopes, which caused immense loss of life and property.

To address these challenges, the NDMA has released the Guidelines on the Management of Landslide & Snow Avalanches (2009) and Landslide Risk Management Strategy (2019) to provide direction to central ministries, state governments, and district administrations. NDMA is planning for a national landslide risk mitigation programme. It will have several components including hazard mapping, early warning system, structural and non-structural mitigation measures, awareness generation, capacity building, etc. It will be implemented with assistance of SDMA's. This is a focus area that requires specialized skills and partnership with the concerned Ministries / Departments and other organizations.

Considering the importance of landslides and avalanche hazards and risk management in the country, NDMA requires the services of an experienced professional as Consultant (Landslide & Avalanche). The Consultant will provide technical and programmatic assistance to NDMA and its partners for this risk management.

2. Job Description

Working within the Mitigation Division, the Consultant will assist the Member and Advisor, Mitigation in developing various programs and technical assistance related to landslide and avalanche risk management. The Consultant will develop guidelines for the formulation and implementation of Landslide related

programme. The Consultant will monitor programme implementation, support in setting up mountain hazard cell at NDMA, and work with different teams to set up a landslide database.

3. Position (in numbers): 1

4 . Key Tasks and Responsibilities

Consultant will work under the overall supervision of the concerned Member/ JS / Advisor, NDMA and attend to following tasks and responsibilities:

- Provide technical advice on all matters related to landslide risk management to NDMA and develop concepts and approaches appropriate for different regions of the country.
- Develop programmes and interventions which could be funded through the NDMF. The risk management approaches consist of early warning, preparedness, and mitigation.
- Review the NDMA guidelines, suggest measures as per world best practices and latest technology
- Advise States to improve their early warning system, suggest various ways in which to alert communities about Landslides.
- Coordinate with the State governments in planning and implementing programs, provide technical assistance for all the projects.
- Coordinate with various organizations such as the Indian Meteorological Department, Ministry of Mines, GSI, and the Central Water Commission.
- Support NDMA, the central and state governments prepare response plans and SOPs and situation report during the landslide disaster response
- Develop typologies of mitigation measures. Recommend structural and non-structural mitigation measures and suggest their applicability for different regions.
- Provide technical support in the post disaster investigation and assessment of damages and losses
- Undertake field visits to ensure effective monitoring of landslide disaster management projects and programs implemented by the NDMA

- Carry out secondary research on different aspects and global trends in landslide, snow avalanche disasters and prepare thematic papers and strategies
- Document global good practices on landslide, snow avalanche disaster management and disseminate them to key internal and external stakeholders
- Support in establishing a network of institutions specializing in landslide and snow avalanche risk management in both the public and private sectors for promoting slope disaster risk management in the country
- Participate in NDMA task force meetings, working groups, and committees to provide technical inputs related to the subject
- Support in organizing international/ national workshops, seminars, and conferences
- Develop a database of landslide events and the losses arising from these disasters
- Extend necessary support in the preparation of the National programme on Landslide Risk Reduction & Mitigation
- Technical and financial modifications to the National programme as suggested by Technical Advisory Committee and other stakeholders.
- Suggest measures to incorporate comments received from all stakeholders and suggest relevant incorporation's in the program
- Any other assignment/work on the subject given by the reporting authority.

5. Duty station: New Delhi, India

6. Status (Full time/Part Time/Short term or Long-term):

Full Time. It is a full time engagement and Consultant shall not take up any other assignment during the period of consultancy with NDMA).

7. Competencies and Skills required:

- Promoting the vision of NDMA
- Strengthening technical expertise
- Formulating concepts and strategies

- Managing resources
- Ability to work in a team situation and engage with diverse stakeholders
- Inter-personal and communication skills
- Proactive engagement and dialogue
- Strategic advice and communication

8. Language proficiency: Fluency in written and spoken English is required for this position.

9. Educational Qualifications (Essential/Desirable) and Age:

- **Essential Qualifications:** Master's degree in Geology/Civil Engineering /Geo-technical engineering or Masters in Disaster Management
- **Desirable Qualification:** Ph.D/M. Phil or specialization in geo technical engg/ landslide risk mitigation or related subject

10. Age, Experience, Salary:

| Position | Post qualification Experience (refer to para 11) | Upper Age Limit | Remuneration Band (in Rs.) |
|----------------|--|-----------------|-----------------------------|
| Sr. Consultant | Minimum 5 years | 50 years | 1,25,000 – 1,75,000 |

*The annual increase is given on satisfactory performance. For outstanding performance, a two step increase may be given to the consultant.

**Retired government officials with matching education and experience, with maximum age of 64 years and who have held a position with grade pay of INR 7,600/ or more may also apply. Retired Govt. employees engaged as a Consultant shall be regulated as per MoF, DoE OM No. 3-25/2020-E.III.A dated 09/ 12/2020.

11. Experience:

- a. Experience in landslid/avalanche related subjects, handling projects in the landslide risk mitigation.
- b. Duration of research work (PhD/Post Doctoral) will be counted as work experience (actual duration or 5 years, whichever is less)

- c. Field experience in the project with substantial use of disaster risk reduction and mitigation in report preparation will be given more weightage in the selection process
- d. Both the educational qualifications and work experience must prove the credentials of the applicant as an established expert in the field

12. Reporting Mechanism: The Consultant will work under the direct supervision of concerned subject Member / JS (Division Head) of NDMA. However, occasionally, the concerned division JA will guide the Consultant on handling subject-related issues.

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