

Government of India
National Disaster Management Authority
TERMS OF REFERENCE for the position of
Short Term Sr. Consultant (Cyclone)

1.	Name of the Division	Policy & Plan Division
2.	Purpose of the Job	Engagement of Short-term Sr. Consultant for revision of Guidelines on Management of Cyclone.
3.	Number of Positions	One (1)
4.	General Overview	<p>Background</p> <p>NDMA has formulated National Disaster Management Policy, National Disaster Management Plan, National Guidelines, SoP and reports for various disasters in the past which are available on NDMA website.</p> <p>Need</p> <p>Revision of Guidelines on Management of Cyclones by incorporating technological advancement, innovations and evolving climate scenario to increase its effectiveness. This will ensure its relevance to present day needs and challenges.</p>
5.	Scope of Work	NDMA Headquarters
6.	Duration of Assignment	03 Month 29 Days
7.	Deliverable and timelines	<p>Revised Guidelines on Management of Cyclones</p> <p>1st Draft of guidelines: Within 30 Days</p> <p>Consultation meeting with Knowledge Partners and other stakeholders: Within 60 Days</p> <p>Final draft incorporating comments and suggestions of all knowledge partners: Within 119 Days</p>

8.	Academic Qualification	<p>Essential</p> <p>Master's Degree in Climate Change, Disaster Management, Geology, Agriculture, Environment science, Meteorology, Urban planning, Geography, Science, Engineering, Development related fields.</p> <p>Desirable</p> <p>M. Phil or Ph. D in Disaster Management or related field.</p>
9.	Work Experience	<p>Essential</p> <p>Five (5) post qualification experience in the area of Disaster Risk Reduction related to Cyclone and Coastal Management.</p> <p>Desirable</p> <p>Experience in writing clear and well-structured documents, articles, and guidelines. Should be able to co-ordinate meetings, research, organize, and present information effectively.</p>
10.	Upper Age Limit	50 years (in case if retired Govt. employee, maximum age limit is 62 years)
11.	Remuneration Band	<ul style="list-style-type: none"> Rs. 125000-175000/- per month For Retired Central/State Government Employees - Last pay drawn less pension as per the provisions contained in para 6 of MoF, DoE OM No. 3/25/2020-E.III.A dated 09.12.2020 amended from time to time.
12.	Reporting Mechanism	Advisor (Policy and Plan)

Government of India
National Disaster Management Authority
TERMS OF REFERENCE for the position of
Short Term Sr. Consultant (Policy)

1.	Name of the Division	Policy & Plan Division
2.	Purpose of the Job	Engagement of Short-term Sr. Consultant for revision of National Policy of Disaster Management 2009
3.	Number of Positions	One
4.	General Overview	<p>Background</p> <p>NDMA has formulated National Disaster Management Policy, National Disaster Management Plan, National Guidelines, SoP and reports for various disasters in the past which are available on NDMA website.</p> <p>Need</p> <p>Revision of National Policy of Disaster Management 2009 is required in view of changing circumstances, new and emerging risks, addition of stakeholders input and current requirement. This will ensure the document remains relevant to present days needs and challenges.</p>
5.	Scope of Work	NDMA Headquarters
6.	Duration of Assignment	03 Month 29 Days
7.	Deliverable and timelines	<p>Revised Guidelines on</p> <p>‘National Policy of Disaster Management 2009’</p> <p>1st Draft of guidelines: Within 30 Days</p> <p>Consultation meeting with Knowledge Partners and other stakeholders: Within 60 Days</p> <p>Final draft incorporating comments and suggestions of all knowledge partners: Within 119 Days</p>

8.	Academic Qualification	<p>Essential</p> <p>Master's Degree in any discipline preferably in Disaster Management, Social Sciences, Political Science, Geography, Geology, Agriculture, Management, Law Science, Engineering.</p> <p>Desirable</p> <p>Persons with Ph.D, additional qualifications, research experience, published papers and post qualification experience in relevant field would be preferred.</p>
9.	Work Experience	<p>Essential</p> <p>A candidate should have minimum 5 years of post-qualification experience in the field of Disaster Management, Policy, Plans and Guidelines related to Disaster Management plans.</p> <p>Desirable</p> <p>Experience in writing clear and well-structured documents, articles and guidelines. Should be able to co-ordinate meetings, research, organize and present information effectively.</p>
10.	Upper Age Limit	50 years (in case if retired Govt. employee, maximum age limit is 62 years)
11.	Remuneration Band	<ul style="list-style-type: none"> Rs. 125000-175000/- per month For Retired Central/State Government Employees - Last pay drawn less pension as per the provisions contained in para 6 of MoF, DoE OM No. 3/25/2020-E.III.A dated 09.12.2020 amended from time to time.
12.	Reporting Mechanism	Advisor (Policy and Plan)