

Terms of Reference

for the position of

Short Term Senior Consultant (Chemical & Biological Disaster Management)

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| 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. |
| 2 | Nature of Job | Contractual - Short term Senior Consultant, 03 months 29 days. |
| 3 | No. of Position | 01 |
| 4 | Job Description | <ul style="list-style-type: none"> • Update NDMA guidelines; design National Action Plan on CBDRR. • Develop SOPs, training, and drills. • Coordinate with MoEFCC, MoHFW, DST, state governments, and industry bodies. • Build capacity of NDRF/SDRF, first responders, and small-scale industry workers. |
| 5 | Task, Responsibilities & Deliverables | <ul style="list-style-type: none"> • Updated NDMA guidelines (Chemical & Biological). • Draft National Action Plans for CBDRR and NRDRR. • Training modules for responders, medical staff, and industry workers. • Quarterly technical reports and policy briefs. |
| 6 | Education & Qualification | Masters/PhD in Chemistry, Chemical Engineering, Public Health, Microbiology, Environmental Sciences or related relevant field. |
| 7 | Relevant Work Experience | 15+ years' experience in Chemical and Biological Disaster Management; preferably retired senior scientist from DAE/DRDO/CSIR/DST/DBT. |
| 8 | Age limit | 50 years and for retired employees from Government (Central or State), the upper age limit shall be 62 years |
| 9 | Remuneration Band | Rs. 1,25,000 - Rs. 1,75,000/- **Remuneration, Allowances, Leave entitlements, Maximum term of appointments in respect of retire Central & State Government employees engaged as Consultant on Contact basis in NDMA shall be regulated as per provisions laid down in MoF, DoE OM No. 3-25/2020,E.III.A Dated 09/12/2020 ** |
| 10 | Reporting Mechanism | The Consultant will report to the concerned Member, CBRN, NDMA. |

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| 11 | Termination of Contract | The engagement of 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. Irrespective of Division, all matter related to this will be handle by Admin Division. |
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Terms of Reference

for the position of

Short Term Senior Consultant (Nuclear & Radiological Disaster Management)

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| 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. |
| 2 | Nature of Job | Contractual - Short term Senior Consultant, 3 months 29 days. |
| 3 | No. of Position | 01 |
| 4 | Job Description | <ul style="list-style-type: none"> • Revise NDMA guidelines; develop National Action Plan on Nuclear & Radiological DM. • Coordinate with AERB, DAE, BARC, NPCIL, DRDO, and state authorities. • Provide inputs for off-site emergency preparedness plans, drills, and transportation SOPs. • Build capacity of NDRF/SDRF, police, and medical staff. <p>Qualifications: Masters/PhD in Nuclear Science, Radiological Physics, Health Physics; 15+ years' experience; preferably retired senior scientist from DAE/AERB/BARC/NPCIL.</p> |
| 5 | Task, Responsibilities & Deliverables | <ul style="list-style-type: none"> • Updated NDMA guidelines (Nuclear & Radiological). • Draft National Action Plans for CBDRR and NRDRR. • Training modules for responders, medical staff, and industry workers. • Quarterly technical reports and policy briefs. |
| 6 | Education & Qualification | Masters/PhD in Physics, Nuclear Science and Engineering, Radiological Physics, Health Physics. |
| 7 | Relevant Work Experience | 15+ years' experience in Nuclear and Radiological Disaster Management; preferably retired senior scientist from DAE/AERB/BARC/NPCIL |
| 8 | Age limit | 50 years and for retired employees from Government (Central or State), the upper age limit shall be 62 years |
| 9 | Remuneration Band | Rs. 1,25,000 - Rs. 1,75,000/- **Remuneration, Allowances, Leave entitlements, Maximum term of appointments in respect of retire Central & State Government employees engaged as Consultant on Contract basis in NDMA shall be regulated as per provisions laid down in MoF, DoE OM No. 3-25/2020,E.III.A Dated 09/12/2020 ** |

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