



# **DIRECTORATE GENERAL OF HOME GUARDS**

**GOVERNMENT OF NATIONAL CAPITAL OF TERRITORY OF DELHI**

F.No.51(1)/HG/CTI/TRG/46/2014/6940-65

Dated 28/12/2022

## **CIRCULAR**

Please find enclosed herewith the Training Programme for the period of January-2023 to December-2023 alongwith joining instructions on the back page. All concerned are requested to nominate suitable candidates for the course alongwith call out at least three days in advance for smooth conduct of the course.

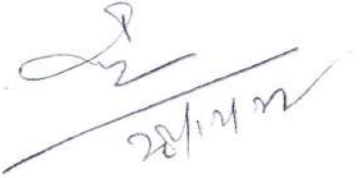
  
(D.S.RAWAT)  
Commandant (CTI)

F.No.51(1)/HG/CTI/TRG/46/2014/

Dated

Copy to :-

1. PPS to DGHG for information please.
2. PA to C.CTI/CHG/HOO for information please.
3. PA to CHQ for information please.
4. SSO(CD) for information please.
5. JSO (CTI/HG).
6. Training Incharges.
7. All District Incharge of Home Guards.
8. IT Centre for web uploading.
9. Notice Board.

  
(D.S.RAWAT)  
Commandant (CTI)

**DIRECTORATE GENERAL OF HOME GUARDS**  
**CENTRAL TRAINING INSTITUTE, RAJA GARDEN, NEW DELHI-110027**  
**TRAINING CALENDAR FOR THE YEAR - 2023**

S.No.	NAME OF COURSE	No. of Days	Total No. of Participants	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sep	Oct	Nov	Dec
1	BASIC TRAINING FOR HOME GUARDS	36	As per requirement												
2	BASIC ORIENTATION TRAINING FOR PERMANENT STAFF	3	As per requirement												
3	BASIC PIPE BAND TRAINING FOR HG & CD	6 Month	01												
4	BASIC BRASS BAND TRAINING FOR HG & CD	10 Month	01												
5	JUNIOR LEADERSHIP COURSE FOR HOME GUARDS	7	As per requirement												
6	BASIC LEADERSHIP COURSE FOR HOME GUARDS	14	As per requirement												
7	ADVANCE LEADERSHIP COURSE FOR HOME GUARDS	30	As per requirement												
8	DISASTER PREPAREDNESS COURSE FOR HG & CD	05	60		06-10		17-21		05-09			11-15			
9	FLOOD DISASTER PREPAREDNESS COURSE FOR HG & CD	05	60						12-16						
10	EARTHQUAKE DISASTER PREPAREDNESS COURSE FOR HG & CD	05	60			13-17		15-19		10-14			09-13		
11	WARDEN SERVICE COURSE FOR CIVIL DEFENCE FOR CD	05	60		20-24									06-24	
12	COMMUNITY ORIENTED POLICING SERVICE (COPS) FOR CIVIL DEFENCE	15	60												
13	SELF DEFENCE COURSE FOR WOMEN HG & CD	10	30		06-17			08-12					09-20		
14	NBC DISASTER PREPAREDNESS (INTRODUCTION) COURSE FOR HG & CD	05	60				13Mar-03Apr					04-25			
15	SEARCH & RESCUE COURSE FOR HG & CD	15	60									21Aug-12Sep			
16	FIRE-FIGHTING COURSE FOR HG & CD	15	60				03-25								
17	COMMUNICATION COURSE FOR HG & CD	15	60					08-26							
18	PART TIME INSTRUCTOR COURSE FOR HG & CD	21	30		06Feb-06Mar				05 June-04 July						
19	REPUBLIC DAY CAMP	33	As per requirement												29 Dec-27Jan-24
20	RAISING DAY CAMP	30	As per requirement												
21	INDEPENDENCE DAY CAMP	30	As per requirement							18 July- 16 Aug					08 Nov- 06 Dec
22	CERTIFICATE COURSE ON FIRST-AID FOR HG & CD	10	50			20 Mar-03 Apr			19 Jun-03 July						
23	HOME NURSING COURSE ON FIRST-AID FOR HG & CD	15	50					08-26				21Aug-11Sep			

**Instructions Overleaf**



(D.S. RAWAT)  
 COMMANDANT (CTI)





**DIRECTORATE GENERAL OF HOME GUARDS**  
**GOVERNMENT OF NATIONAL CAPITAL OF TERRITORY OF DELHI**

**Training Calender for the year of -2023(For Civil Defence)**

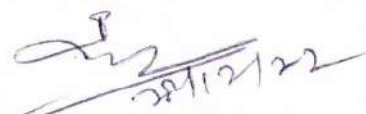
S.N	NAME OF COURSE	No. of days	No. of Courses	Total No. of participants	Sheet allotted to	
					Home Guards	Civil Defence
1	BASIC TRAINING FOR HOME GUARDS	36		as per requirement	After Enrollment of Home Guards Volunteers	
2	BASIC ORIENTATION TRAINING FOR PERMANENT STAFF	3		as per requirement	As & when General Cadre or Ex-Cadre staff joins the Department	
3	BASIC PIPE BAND TRAINING FOR HG & CD	6 months	01	20x1=20	05	15
4	BASIC BRASS BAND TRAINING FOR HG & CD	10 months	01	20x1=20	05	15
5	JUNIOR LEADERSHIP COURSE FOR HOME GUARDS	7		as per requirement		
6	BASIC LEADERSHIP COURSE FOR HOME GUARDS	14		as per requirement		
7	ADVANCE LEADERSHIP COURSE FOR HOME GUARDS	30		as per requirement		
8	DISASTER PREPAREDNESS COURSE FOR HG & CD	5	04	60x4=240	60	180
9	FLOOD DISASTER PREPAREDNESS COURSE FOR HG & CD	5	01	60x1=60	15	45
10	EARTHQUAKE DISASTER PREPAREDNESS COURSE FOR HG & CD	5	04	60x4=240	60	180
11	WARDEN SERVICE COURSE FOR CIVIL DEFENCE FOR CD	5	01	30x1=30	----	30
12	COMMUNITY ORIENTED POLICING SERVICE (COPS) FOR CIVIL DEFENCE	15	01	60x1=60	----	60
13	SELF DEFENCE COURSE FOR WOMEN HG & CD	10	02	30x2=60	15	45
14	NBC DISASTER PREPAREDNESS (INTRODUCTION) COURSE FOR HG & CD	5	01	60x1=60	15	45
15	SEARCH & RESCUE COURSE FOR HG & CD	15	02	60x2=120	30	90
16	FIRE-FIGHTING COURSE FOR HG & CD	15	02	60x2=120	15	45
17	COMMUNICATION COURSE FOR HG & CD	15	01	60x1=60	15	45
18	PART TIME INSTRUCTOR COURSE FOR HG & CD	21	02	30x2=60	20	40
19	REPUBLIC DAY CAMP	33	01	as per requirement		----
20	RAISING DAY CAMP	30	01	as per requirement		----
21	INDEPENDENCE DAY CAMP	30	01	as per requirement		----
22	CERTIFICATE COURSE ON FIRST-AID FOR HG & CD	10	02	50x2=100	30	70
23	HOME NURSING COURSE ON FIRST-AID FOR HG & CD	15	02	50x2=100	30	70

  
(D.S. RAWAT)  
COMMANDANT (CTI)

Nishkam Sewa Bhawan, Central Training Institute Complex, Raja Garden, New Delhi  
Phone No-011-25448148, Telefax No. 011-25107058 Email-dghome@nic.in

## Joining Instructions CTI, Course – Jan. to Dec., 2023

1. 10<sup>th</sup> Class pass is a minimum essential qualification for all the advance courses conducted at CTI.
2. Those volunteers who have qualified the basic training course shall only be eligible to attend the advance training course conducted at CTI.
3. Only those volunteers having 90% of attendance shall be eligible to appear in the examination and / or to get the certificate of training.
4. All volunteers must bring their call out letter and I-Card while attending the training courses.
5. No leave shall be granted during the period of the course. However, emergencies shall be looked in to by Commandant (CTI) / JSO (CTI).
6. The candidates willing to attend Part Time Instructor's course must have passed at least 02 advance courses (10 days & 15 days) his willing from CTI, Raja Garden/NCDC, Nagpur.
7. In the event of the less than 40% attendance of the authorized strength, the course may be cancelled.
8. For Warden Service course the participant must be a warden.
9. Preference for a course shall be given to those who have attended less number of courses during the year.
10. The trainees should report for "Refresher Course on Leadership for Home Guards Rank Holders" only after completion of at least one year from the last such course.
11. The Home Guards attending courses at CTI may be allowed to do duty in 2<sup>nd</sup> or 3<sup>rd</sup> shift at their respective place of duty, if they so desire.
12. 50% marks must be obtained in certificate course on First Aid and 40% marks in remaining course for qualification in the course.

  
(D.S. RAWAT)  
COMMANDANT (CTI)