



# ROLES AND RESPONSIBILITY OF DISTRICT OFFICER (Fire and Rescue Services)



# Functions of Divisional Fire Officer

- (a) The Divisional Fire Officer shall exercise general supervision and control over all the fire stations in his division.
- (b) His powers in the matter of appointment, postings and punishments are detailed in the appropriate sections of the manual and in the statutory rules issued by the Government, from time to time, to regulate the method of recruitment, conditions of service, pay and allowances, pension, discipline and conduct of the subordinate officers working under him.
- (c) He is responsible for the administrative and operational efficiency of all the fire service institutions under him and for all matters relating to their internal economy and management.
- (d) He shall conduct periodical inspections, surprise checks of fire stations and other fire service institutions under his control and shall make out inspection reports to the Deputy Director.
- (e) At the close of the week, the Divisional Fire Officer shall submit to the Director through the Deputy Director concerned the weekly report in Form No. 18.



- (f) While at headquarters or during inspection or visits to other fire stations, the Deputy Director of Fire Service and the Divisional Fire Officers shall, as far as possible, attend fire calls received at the fire station concerned. They may, however, use their discretion in this regard and attend such calls in which their presence will be essential for technical guidance. In the City of [Chennai] the Deputy Director, when available, and the Divisional Fire Officer shall attend all major fires involving loss of human lives, whether the fire-fighting operations as such demand the presence of the superior Fire Officers or not.
- (g) The Divisional Fire Officer shall visit the scene of a major fire after the incident, to make on the spot study to frame his special report or to educate the villages on the need for organising fire fighting squads. If a journey to the fire spot after the occurrence of a major fire is considered unwarranted, the countersigning authority may disallow the travelling allowance claimed for the particular journey by the officer concerned.



# Promotional Hierarchy

**DIRECTOR**

**DEPUTY DIRECTOR**

**DIVISIONAL OFFICER**





**SHANKAR  
IAS ACADEMY**

THE BEST IAS ACADEMY IN SOUTH INDIA SINCE 2004

Thank  
you