



ಪ್ರಾದೇಶಿಕ ಆಯುಕ್ತರ ಕಾರ್ಯಾಲಯ, ಬೆಳಗಾವಿ ವಿಭಾಗ, ಬೆಳಗಾವಿ-590002.  
OFFICE OF THE REGIONAL COMMISSIONER, BELAGAVI DN, BELAGAVI-590002

ದೂರವಾಣಿ } 0831-2404007

Telephone } 2461401, 2461402, 2451229

Email: [rcbgm-kar@nic.in](mailto:rcbgm-kar@nic.in)

ಫ್ಯಾಕ್ಸ್ } 0831-2461920

Fax }

Website: [regional-commissioner-belgaum.gov.in](http://regional-commissioner-belgaum.gov.in)

No:RCB:FAM:CR:14:2012-13

Dated: 30-01-2018

:NOTIFICATION:

Applications are invites for contractual engagement of Regional Co-ordinator (2 Post) to co-ordinate the implementation of Capacity Building Programme including on going Disaster Risk Reduction (DRR) programmes in the districts.

Applications shall be submitted to the undersigned along with CV and copies of Professional qualification/experience certificates on Disaster Management in a sealed cover with " Application for the post of Regional Co-ordinator" super scribed on it, on or before 10-02-2018 (the date mentioned).

Incomplete applications received after the due date shall not be entertained.

For the detailed Terms of Reference (TOR) please go through the details given below.

**Terms of Reference for the post of Regional Co-ordinator  
(Planning and Co-ordination)**

**Project Brief:** The Regional commissioner office, Belagavi with support of Government of India and Government of Karnataka under the 13<sup>th</sup> Finance Commission Capacity Building programme is implementing Capacity Building programmes from January-2013 to march 2015 to enhance efficiency and effectiveness of the efforts in Disaster Risk Reduction of the Districts and Regions. The Programme strives to strengthen the institutional structure to undertake Disaster Risk reduction activities at various levels and develop preparedness for recovery in the districts coming under Belagavi Region.

**Description of Duties/Responsibility:**

**Regional Co-ordinator (Planning and Coordination)** will be posted in office of Regional Commissioner Belagavi Region. she/He will perform the following function to assist the Regional Commissioner and District Administration in implementing the 13<sup>th</sup> Finance Commission Capacity Building programmes in the districts coming under Belagavi Region.

**The responsibilities include:**

- The responsibilities require extensive tours in the districts of Belagavi, Vijayapur, Bagalkot, Dharwad, Gadag, Haveri & Uttar Kannada, Karwar under Belagavi Region.
- Strengthen District Disaster Management Authorities (DDMAs);
- Facilitate development of methodologies and modalities developed for ensuring integration of disaster risk reduction into various development programmes of all partners at the Districts and community levels;
- Assist in preparation of Disaster management Plan (DMP) / Crisis Management Plans/SOPs/ESFs etc and HRV assessment at districts and taluk level of the Belagavi Region.
- Facilitate interaction with other stakeholders and various humanitarian agencies engaged in DRR and response activities.
- Assist in setting up post-disaster recovery framework.
- Facilitate in sharing of knowledge and information disaster management.
- Facilitate implementation of Disaster Risk Reduction (DRR) activities at District and Taluk levels and link the same with similar programmes of other organizations;
- Develop IEC Plan and awareness strategy and media management.
- Support District administration in mitigation/response/recovery/rehabilitation activities and co-ordinate with line departments.
- Facilitate in the establishment of effective communication systems for early tracking and
- dissemination of warning at the district level;
- Perform any other task assigned from time to time.



**Service Condition:**

Hiring of Services is purely on contractual and temporary and can be terminated with one month's notice. Leave up to two and half days on completion of one month would be admissible. Any leave beyond this ceiling would entail proportionate deduction of remuneration.

**Allowances and benefits:**

The Projects Officer would get a monthly consolidated amount of Rs.26,000-00 (Rupees Twenty Six thousand) only towards monthly remuneration (Rs.23,000-00), travel allowances (Rs.2,000-00) and telephone allowances (Rs.1,000-00). In case outside tours, TA as admissible to class-II government employees would be paid.

**Income Tax:**

Income tax at source, surcharge and cess and other statutory deduction as applicable shall be deducted from the dues from the dues payable each month.

**Required Qualifications and Experiences:**

- Post Graduate Degree in Social Science / Social Work / Disaster Management.
- Preferably 10 years of experience in Rural or Urban Development Work.
- Preferably 2 years of experience in Emergency Response or Disaster Risk Management or Rehabilitation or Risk Reduction activities.
- Networking experiences with Government and Non-Government functionaries.

**Computer Skill:**

- Good Computer skills in Microsoft Office and Internet.

**Language Skills:**

- Excellent communication skills in Kannada and English.

This position is open to applicants either sex. Only short-listed eligible candidates would be called for interview and no TA/DA will be paid.

**Regional Commissioner  
Belagavi Division, Belagavi.**