



भारतीय विमानपत्तन प्राधिकरण
AIRPORTS AUTHORITY OF INDIA
FIRE TRAINING ESTABLISHMENTS

AAI/GM(FS)Trg/14/RTI/ 609-611

Date:05.08.2025

To,

Sh. Jahangeer V C

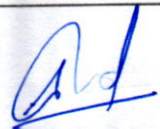
Sub: Information Sought under RTI Act, 2005

Sir,

The information/reply of your RTI application No. AAOIN/R/E/25/01091 dated: 08.07.2025, under RTI Act 2005 is furnished as under;

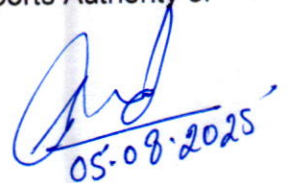
Sl. no.	Information Sought	Reply
1.	As per letter no. AAI/FTI-K/J&R/10/2025/3150 dated 02-07-2025 signed by manager (FS) mentioned that relieved on disciplinary ground and kindly provide the detailed description of disciplinary ground and the supporting document for the above said action.	As per official note No. AAI/FTI/JFO-48/Office Note/2025 dated 02.07.2025, Shri Jahangeer Mubarak V C, Supervisor (FS), was relieved by Fire Training Institute(FTI), Kolkata due to non-compliance of Para 13.10 of the Fire Safety Manual (FSM-2015). Copy of relevant para of FSM-2015 is enclosed as Annex-I . A copy of the office note is enclosed as Annex-II .
2.	If the relieving based on the violation of para 13.11, As per RTI request no. AAOIN/R/E/25/00805/2 sought that as per Fire manual para 13.11 mention that beard/facial hair is allowed for other religious as per as per uniform policy of India. Kindly provide the details of religion allowed to keep facial hair/beard and got reply trough letter no AAI/CHQ/ED(Tech)/RTI/35/2025/14 dated	Shri Jahangeer Mubarak V C, Supervisor (FS), was relieved by FTI, Kolkata on disciplinary grounds for non-compliance of Para 13.10 of the Fire Safety Manual (FSM-2015). It is noted that Para 13.11 is a sub-part of Para 13.10. Details of relieving the official is documented in Office Note No.

	16-06-2025(Copy attached) that information sought not available with fire department CHQ and without clarification on para 13.11 based on which document conclusion made that official violated the guidelines in para 13.11 ad provide the supporting document for the conclusion.	AAI/FTI/JFO-48/Office Note/2025 dated 02.07.2025. A copy of the note is enclosed as Annex-II . No separate document available with this office, beyond what is stated in the Para 13.11 of FSM-2015.
3.	Provide the details of HR proceeding followed by concerned official before relieving a trainee on disciplinary ground at FTI Kolkata and provide the copy of respective HR circular.	Shri Jahangeer Mubarak V C, Supv. (FS) was relieved by FTI, Kolkata due to non-compliance of FSM-2015, Para 13.11. No separate document available with this office, beyond what is stated in the Para 13.11 of FSM-2015.
4.	As per warning letter iss ued from FTI Kolkata with letter no. AAI/FTI-Kolkata/48-JFO/2025/3148 dated 02-07-2025 signed by manager(FS) mentions that you are here by strictly instructed adhere to Fire safety manual clause 13.10 and 13.11,which require you to be clean-shaven during the Training period. But Fire safety manual (2015) para 13.11 mentions that Fire persons shall be clean-shaven: However, facial hair such as side burns, mustaches and hair under bottom lip must be neatly trimmed and are permitted under uniform policy of Govt. of India for other religious and as per RTI reply received with letter no.AAI/CHQ/ED(Tech)/RTI/35/2025/14 dated 16-06-2025(Copy attached) mentions that information sought not available with fire department CHQ. Without clarification on para 13.11, based on which document conclusion made that official violated the guidelines in para 13.11 and provide the supporting document for such conclusion.	The warning letter issued to Shri Jahangeer Mubarak V C, Supervisor (FS), due to non-compliance of Para 13.11 of the Fire Safety Manual (FSM-2015). No separate document available with this office, beyond what is stated in the Para 13.11 of FSM-2015.



5.	Kindly provide the minimum time frame to reply for warning letter with no.AAI/FTI-Kolkata/48-JFO/2025/3148 issued by concerned official as per HR rule and provide the copy of respective HR circular mentions that guidelines to follow before issuance of such letter and its time frame for reply.	Shri Jahangeer Mubarak V C, Supv. (FS) was issued warning letter No. AAI/FTI-Kolkata/48-JFO/2025/3148 to comply with Para 13.11 of FSM-2015 and no reply was sought from the trainee. No recorded information is available with this office w.r.t. second part of the query.
6.	As per letter no. AAI/FTI-Kolkata/48-JFO/2025/3142 dated 25.06.2025 issued by manager(FS) that instructe the trainee to provide a clarification on departmental letter issued with no.AAI/CB/HRM/E-1/PF/FS/2019/2776 within 3 working days. Kindly provide the details that based on which HR circular concerned official issued such letter with specific time frame, although information available trough official channel. Also provide the copy of respective HR circular.	As per letter no. AAI/FTI-Kolkata/48-JFO/2025/3142 dated 25.06.2025, to comply with para 13.11 of the Fire Safety Manual (FSM-2015), clarification was sought from Shri Jahangeer Mubarak V C, Supv. (FS) by FTI, Kolkata regarding the applicability of the letter No.AAI/CB/HRM/E-1/PF/FS/2019/2776 Dtd. 20.05.2019 at Fire Training Institutes, cited by him seeking permission to participate in the Training with a beard/facial hair. No separate document available with this office, beyond what is stated in the Para 13.11 of FSM-2015.

In case the applicant is not satisfied with the information provided, appeal can be preferred within 30 days before the First Appellate Authority, Executive Director (Tech), Airports Authority of India, Rajiv Gandhi Bhawan, New Delhi-110003.


05.09.2025

(Arvind Kumar)

**General Manager (FS)-Training
Central Public Information Officer**

Copy to:

1. Executive Director (Technical), CHQ
2. Sh. P.K. Asiwai, JGM (ES/RTI), CHQ

- 13.9.2 The length of hair in the front shall not fall over the eyebrows and the length of hair in the back shall not fall below the top of the buttoned shirt collar when the individual is in a standing position.
- 13.9.3 No length or style of hair is permitted that will in any way interfere with and / or obstruct the view of employees in the performance of their official duties.
- 13.9.4 Hair must be of a natural color and not distracting or extreme in appearance.
- 13.9.5 The back of the neck is to be clean and free of hair.

13.10 Facial Hair:

- 13.11 Fire Personnel shall be clean-shaven; however, facial hair such as sideburns, mustaches and hair under the bottom lip must be neatly trimmed and are permitted under Uniform policy of Govt. of India for other religious.
- 13.12 Sideburns will not be extended downward below the bottom of the earlobe, with the flare no wider than 1 ¼ inches. They will be neatly trimmed, shall not be further than 3/8 inch from the face and shall not cover any part of the ear.
- 13.13 The mustache will not curl upward in the "handlebar" mustache style, or extend out from the face more than 3/8 inch. The mustache is other facial hair will not make contact with or interfere with the safe operation of the SCBA.

13.14 Jewelry:

- 13.14.1 Necklaces will be kept inside the shirt.
- 13.14.2 Fire personnel shall not wear earrings at the time of duty.
- 13.14.3 Any other jewelry is allowed as long as it does not distract from the uniform.

13.14.4 Tattoos:

Tattoos are not permitted on the face or neck and will not be visible after wearing the uniform.

13.15 RESPONSIBILITY FOR LOSS OR DAMAGE:

- 13.15.1 If any loss or damage occurs, which is proved to be due to the negligence on the part of the wearer, appropriate action shall be taken to recover the proportionate cost, taking into account the depreciated value of the article.
- 13.15.2 Incharge of Fire service is satisfied that all appropriate care and precautions have been taken and decide that the loss was due to circumstances beyond individual control, the cost of uniform shall be

AAI/FTI/JFO-48/Office Note/2025

Date: 02. 07. 2025

OFFICIAL NOTE

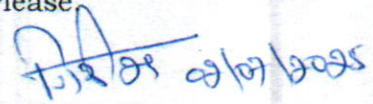
Subject: Noncompliance with Fire Safety Manual -Trainee from 48th JFO Course

It may please noted that Shri Jahangeer Mubarak V C, Trainee of 48th JFO Course, has been persistently non-compliant with the Fire Safety Manual. The details are as follows:

1. The trainee requested permission to attend the training with facial hair, citing a permission letter issued at Coimbatore Airport. However, upon verification, it was found that no such orders were issued by GM(FS) in addition/ suppression of Clause 13.10 of Fire Service Manual.
2. Despite being given an opportunity to clarify whether the permission letter is station-specific or applicable to Fire Training Institutes, the trainee failed to submit any clarification within the specified timeframe.
3. A warning letter was issued to the trainee, directing him to comply with Clause 13.10 of Fire Service Manual, which requires trainees to be clean-shaven during the training period.
4. Despite the warning letter and personal counselling, it has been noticed that the trainee is continuing to refuse to be clean-shaven, which constitutes a breach of discipline.

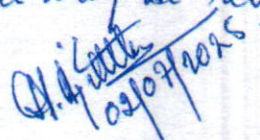
Therefore, In view of the above, it is recommended that necessary action be initiated against Shri Jahangeer Mubarak V C, and he may be discontinued from the 48th JFO Course and relieved from the training.

Submitted for your kind information and further action. Please


P. Girish Kumar
Manager (FS)
Course Coordinator
48th JFO Course

To,
The In-charge,
Fire Training Institute,
Kolkata Centre.

The trainee may be relieved.


10/07/2025