

Minutes of the 3rd Meeting of the State Disaster Management Authority held on 16th February 2011 at 11:00 A.M. in the Conference Room of the Hon'ble Chief Minister's Office.

The list of the Members present is given at Annexure I

The Hon'ble Chief Minister, Assam chaired the meeting.

Agenda Item 1: Inauguration of the State Disaster Response and Information Centre

Hon'ble Chief Minister Assam inaugurated the SDRIC located on the ground floor of CMs Block.

Agenda Item No 2: Releases of SDMA publications

The Hon'ble Chief Minister, Assam formally released the Assam State Disaster Management Policy before the start of the formal meeting of the SDMA. Minister, Revenue & Disaster Management released the Disaster Management Rules and the Chief Secretary; Assam released the Annual Report 2010 of ASDMA.

Agenda Item No 3: Approval of the Minutes of the 2nd Meeting of the State Disaster Management Authority held on 5th November 2009.

Resolution: The State Disaster Management Authority approved the minutes of the 2nd meeting of the Authority.

Agenda Item No 4: Review of the action taken on the decisions of the 2nd Meeting of the State Disaster Management Authority.

Resolution: The State Disaster Management Authority noted the Action taken Report placed in the meeting. The Authority further directed to follow up on the following decisions of the previous meeting pending for compliance.

| Pending actions on the decisions taken in the 2nd meeting of the SDMA | Suggestions of the SDMA |
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| <p><u>HOME DEPARTMENT</u></p> <p>1) Setting up the State Disaster Response Force:</p> <p>Home Department informed that Cabinet approval had been accorded for the Creation of the State Disaster Response Force and the process of setting up the force is underway.</p> | <p>1) Home Department was requested to issue the required notification for SDRF and expedite the process for creating this force. They were further requested to follow up with the Finance Department regarding the creation of the posts for setting up this Force.</p> |

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| <p>2)Renaming of Fire Service Organization Home Department informed the members of the SDMA that a Cabinet Memo is being prepared in this regard and views of AR&T Department were being sought for. Once the views are obtained, the same will be placed before the Cabinet for approval</p> | <p>2) The Authority noted the action initiated in this regard and requested the department to expedite the matter</p> <p>Action: Home Department</p> |
| <p><u>HEALTH DEPARTMENT</u></p> <p>1)Training Action Plan by Health Department Health Department apprised the Authority that the Department has formulated a training action plan for training of 3000 doctors & paramedics on Emergency Medical Response in disaster situation.</p> <p>The Department also apprised that it is in the process of training the Master Trainers for conducting these trainings.</p> <p>2)Inclusion of components of Emergency Health Management in syllabus of the in-service training of doctors, nurses and paramedical staff.</p> <p>3) Plan for Mass Casualty Management</p> | <p>1) The Authority noted the action taken by the Health Department and requested the department to follow up the matter for early conduct of the training.</p> <p>The members present were also apprised that a workshop on Disaster Preparedness in Hospitals had been conducted by ASDMA Secretariat in collaboration with the Academy of Traumatology, Gandhinagar, Gujarat where doctors were trained and therefore these trained doctors could also be a resource for the Department.</p> <p>The Health Department was also requested to share the Training Action Plan with ASDMA.</p> <p>2) The Authority directed the Health Department to take necessary action with regard to inclusion of components of EHM in the syllabus of the in-service training of doctors, nurses and paramedical staff and report compliance to ASDMA.</p> <p>3) The Authority reiterated the need for Hospitals to prepare Mass Casualty Plans and conduct Mock drills for better preparedness in the event of any calamity.</p> <p>Action: Health Department</p> |

GDD/GMC**1) Safety requirement of Schools**

GMC informed the Authority that the safety assessment has been carried out in 21 schools of Guwahati, out of which 13 Schools were found to be unsafe.

Notices were issued to these defaulting schools and now corrective measures are being undertaken by almost all of them.

2) Unsafe Buildings

GMC reported that as regards Unsafe buildings action is being taken and 'Notices' are being issued to the concerned parties. Two buildings (Unsafe structures) are being demolished and the hearing of other cases is ongoing.

3) The Authority was further appraised of the problem of "Occupancy" by house-owners without the requisite occupancy certificates.

4) Widening of Roads

GMC informed the Authority that 65 narrow roads were identified in Guwahati and for widening of the same, land acquisition on both sides of the roads are required.

The matter is under process and is being worked out with the Revenue officials.

1) The Authority noted the position and requested that the initiative for a safety audit of the schools should be taken forward and carried out in all the districts of Assam. The Education Department was requested to take necessary steps in this regard.

Further, the Authority suggested that for granting affiliation to schools one of the criteria should be the requirement of fulfilling all the safety concerns.

2) The Authority noted the position and advised that this identification of Unsafe buildings should be a routine exercise of the department. GMC was also requested to send a report to ASDMA Secretariat regarding actions taken.

3) The Authority suggested GDD and Power Department to work out a strategy to ensure that all buildings obtain occupancy certificate after verification on fire and structural safety. It was also decided that a sub-committee under Chief Secretary with members being Principal Secretary, Revenue & DM, Principal Secretary Power, Chairman ASEB, CEO ASDMA, Commissioner & Secretary GDD, Commissioner GMC and CEO GMDA would examine this issue in details and work out a feasible solution to enforce the safety requirements in this regard.

4) The Authority directed that considering the obstruction posed by narrow roads for speedy response, it is imperative that steps should be initiated for widening the same immediately. GMC was therefore directed to take necessary action for widening the narrow roads on priority basis and submit

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| <p>5) Jagabandhu Apartment</p> | <p>compliance report to ASDMA.</p> <p>The Authority also suggested that the Urban Development Department should initiate action for formulating appropriate rules/ policy to ensure scope for widening of narrow roads across the State whether urban or rural area as well as to ensure that future provision for further widening of the roads is also taken care of.</p> <p>5) GDD assured the Authority that the Structural Clearance certificate will be submitted to ASDMA within next week.</p> <p>Action: GDD/GMC/UDD</p> |
| <p><u>UDD</u></p> <p>Amendments of the building bye –laws and Zoning Regulations</p> | <p>The Authority directed UDD to complete the draft Building Bye-Laws covering the entire State as early as possible.</p> <p>Action: UDD</p> |
| <p><u>EDUCATION DEPARTMENT</u></p> <p>School Safety Plans</p> <p>The Authority was informed that for facilitating the preparation of School DM Plans, ASDMA has also prepared guidelines and submitted it to Education Department.</p> | <p>The Authority requested Education Department to issue the Circulars for School Safety Plans for all schools immediately.</p> <p>Action: Education Department</p> |
| <p><u>PWD(Buildings)</u></p> <p>Regarding assessment of retrofitting costs for those buildings identified as ‘Vulnerable’ through RVS, PWD Building informed the Authority that a Non Destructive Test (NDT) should be conducted for which PWD would require some equipments and therefore separate funds.</p> | <p>The Authority suggested that PWD (B) and Revenue & DM Department should sit separately and resolve the issue.</p> <p>Action: PWD (B) and Revenue & DM Department.</p> |

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| <p><u>Power Department</u></p> <p>The representative from Power Department informed that the Emergency plan with special emphasis on restoration of power in the event of a major calamity would be submitted to ASDMA within 10 days.</p> | <p>The Authority directed ASEB to submit the emergency plan urgently.</p> <p>Action: ASEB (Power Deptt)</p> |
| <p><u>Labour and Employment</u></p> <p>With regard to the inclusion of a module on Earthquake Resistant Technology at the ITIs, it was informed that DGET has been requested to include the module in the course curricula under NCVT.</p> | <p>ASDMA Secretariat was requested to follow up the matter with Labour and Employment.</p> <p>Action: Labour & Employment</p> |

Agenda Item No 5: Integration of Emergency Help Line Numbers for a one point access to the Public

The Health Department appraised the Authority that as decided in the State Executive Committee Meeting, they will act as the Nodal Department for implementing the project "Integration of Emergency Help Line Numbers for a one Point Access to the Public" as per the project report already prepared. The department further informed that they would require around three month time to operationalise the Integrated Help Line. Funds for the purpose would be budgeted under Plan head of the Health Department.

Resolution: The Authority approved the proposal of Integration of Emergency Help Line Numbers and requested the Health Department to go ahead in its implementation. It also approved in principle the suggestion of the Health department of providing the required fund for the project under the State Plan.

Agenda Item No 6: Status Survey of Hospitals and Schools

Resolution: The Authority noted the action regarding conduct of a "Status survey of Hospitals & Schools" in Guwahati city by Assam Engineering College and suggested that similar work should also be carried out in other parts of the State by involving other knowledge institutions like NIT Silchar & Jorhat Engineering College.

Agenda Item No 7: Assam Institute of Disaster Management

Resolution: The Authority approved the proposal for Setting up of the Assam Institute of Disaster Management at Guwahati. It also approved the decision of ASDMA to enter into an agreement with the Department of Disaster Management, Government of Uttarakhand for preparing a DPR for setting up the Assam Institute of Disaster Management.

For setting up the Assam Institute of Disaster Management, the Authority also recommended to allot the sixteen bigha land at Baisistha under Dispur Revenue School which was earlier reserved for River Research Centre of Water Resource Department and now lying unutilised . The land is bounded by: South- National Highway, North- Dag 492,493 & 490 of Village Maidam , East- Dag 273 of village Basistha Grant and 492 of village maidam and West- Dag 203 of village Basistha grant, 487 & 488 of village maidam

Further, the decision taken in the State Executive Committee to designate Shri S.P.Singh, IFS as OSD for setting up the Assam Institute of Disaster Management was endorsed and he was requested to follow up the matter of preparation of the DPR with the Government of Uttarakhand. In order to facilitate the early commencement of the work, the Department of Forest & Environment was requested to place the services of Shri S.P.Singh partially to ASDMA.

Agenda Item No 8: National Database for Emergency Management (NDEM)

The Authority noted the conduct of the demonstration of the NDEM prototype and the recommendation in principle of the State Executive Committee regarding collaborating with NRSC on the NDEM Project and implementing it in two districts on pilot basis.

Resolution: The Authority approved the proposal for collaborating with NRSC on the NDEM project and implementing it in the two districts of Kamrup and Kamrup Metro on a pilot basis.

Agenda Item No 9: Flood Early Warning System

Resolution: The Authority noted the points placed in the agenda on "Flood Early Warning System"(FLEWS) developed by NESAC which has been tried on a pilot basis for five districts viz. Lakhimpur, Dhemaji, Nalbari, Barpeta and Baska during the 2010 flood season and approved the proposal for developing and institutionalizing the Flood Early Warning System for the entire State in collaboration with NESAC.

Agenda Item No 10: Incident Response System

Resolution: The Authority noted the recommendations of the SEC for acceptance of the Incident Response System as the preferred disaster response system in the State and for its implementation and approved the same.

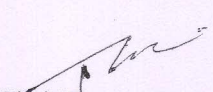
Agenda Item No 11: Other Issues**a) LOGO of ASDMA**

Resolution: The Authority requested ASDMA Secretariat to have the views from some other quarters including the Design Department of IIT Guwahati before finalisation of Logo for ASDMA.

b) Uniform Building laws for the entire State of Assam

Resolution: The Authority noted the action being taken by the Urban Development Department for development of Building Bye-Laws for the Municipal areas. The Authority also approved in principle the proposal to work out the modalities by which the entire State is covered by the building bye-laws as per the BIS codes and the implementation mechanism. ASDMA secretariat was asked to take the lead in this regard and bring all stakeholders to a common platform.

The meeting concluded with a vote of thanks to the chair.

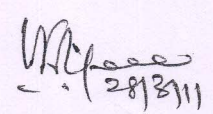

(Shri Tarun Gogoi)

Chief Minister, Assam & Chairman,
Assam State Disaster Management Authority

Memo No RGR/DM/6/08/Pt/

28 March
Dated 21st February 2011

Copy to: All concerned


(V.K. Pipersenia)

Principal Secretary
Revenue & Disaster Management Department