

Minutes of the 4th Meeting of the State Disaster Management Authority held on 14th October 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: Release of SDMA publications i.e. 2nd & 3rd issues of ASDMA newsletter.

Hon'ble Chief Minister Assam released the 2nd and 3rd issue of ASDMA newsletter.

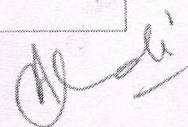
Agenda Item No 2: Confirmation of the Minutes of the 3rd Meeting of the State Disaster Management Authority held on 16th February 2011.

Resolution: The State Disaster Management Authority confirmed the minutes of the 3rd meeting of the Authority.

Agenda Item No 3: Review of the action taken on the decisions of the 3rd 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.

Actions on the decisions taken in the 3 rd meeting of the SDMA	Suggestions of the SDMA
<p>Home Department:</p> <p>1. Creation of SDRF</p> <p>Home Department informed that Notification of State Disaster Response Force (SDRF) has already been issued and 280 posts have also been sanctioned by Finance Department in Sept, 2011. Additional Director General of Fire Services informed that the advertisement for these 280 posts has already been issued and the last date of submission of applications is 28th October 2011. The SDRF should therefore be in place by end November 2011.</p> <p>Regarding the training of the SDRF, the matter has already been taken up with NDRF / IWT/ Civil Defence. However, NDMA's go ahead is awaited and once this is received, 90 personnel would immediately undergo the three months training.</p>	<p>1. The Authority noted the progress with regard to the constitution of the SDRF and advised State Fire Services organisation / Home Department to expedite the matter.</p>



<p>2. Renaming of Fire Services</p> <p>Home Department informed that a Cabinet Memo has been circulated regarding renaming of the Fire Service Organisation and views of AR&T Department are awaited.</p>	<p>2. SDMA directed Home Department to follow up with AR&T and rename the State Fire Service Organisation as Fire & Emergency Services.</p> <p>Action: Home Department</p>
<p>Health Department:</p> <p>1. Training Action Plan</p> <p>Health Department informed that as decided in the meeting held between Additional Chief Secretary Health and ASDMA, the two training programmes have been conducted using two different modules covering Disaster Preparedness and Emergency Medical Response aspects. Now, as per the feedback received, the department is in the process of developing a single module for implementation throughout the State.</p> <p>2. Regarding inclusion of components of Emergency Health Management (EHM) for the in-service training of doctors, nurses and paramedical staff. Health Department informed that the scope is very limited as there is no provision of regular in-service training. However, the EHM can be imparted to the doctors, Paramedics & Nurses while launching any new health programme in the State.</p> <p>3. Preparation of Hospital Mass Casualty Management Plans and conduct of Mock drills</p>	<p>1. SDMA directed Health department to finalise the module and implement the training for all doctors and paramedics immediately.</p> <p>2. SDMA took note of the matter and advised that as there is no provision of in-service training, Health Department should roll out the training on Emergency Health Management & Mass Casualty Handling immediately to cover all the doctors of the State.</p> <p>3. Hon'ble Chief Minister & Chairperson, SDMA emphasized the need for hospitals to have their Mass Casualty Plans where space and Equipment for handling Mass Casualty in case of Emergency is looked into. Health Department was requested to consider the Hospital Preparedness measures taken by the CRPF, Army Base Hospital etc for preparing the Hospital Mass Casualty Management Plans. The department was also advised to create an inventory list of all retired Doctors of the State and the army.</p> <p>It was further suggested that all the hospitals in the districts should be mapped alongwith their capacity with regard to beds, doctors, equipments etc.</p> <p>Action: Health Department</p>

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Education Department

1. School Safety Plans

Education department informed that the Guidelines on School safety Plans has been sent to all the District level officials of the department and the School Management Committees.

1. Hon'ble Chief Minister & Chairperson, SDMA stressed on the need for Safer Schools considering the vulnerability of the Children. He advised ASDMA Secretariat to give special emphasis to School Safety through training and mock drills. He further directed the Education Department to follow up on the Preparation of the School Disaster Management Plans and report on action taken during the next meeting of State Disaster Management Authority.

Action: Education Department & ASDMA

2. Safety audit of schools

2. Education Department was also directed to take foreword the initiative of safety audit of schools in all districts of Assam.

Further, with regard to Guwahati city, Hon'ble Chief Minister instructed Guwahati Metropolitan Development Authority to make a survey of schools housed in residential buildings and take action against those who have changed the use of a residential building to school building without land use change permission as school buildings need to be constructed keeping in view higher load factor compared to residential buildings. Report on Action taken may be placed during next meeting of ASDMA.

Action: Education Department & GMDA

3. Fulfilment of Safety Concerns- a criteria for granting affiliation

3. Education Department informed that there was no system of granting permission/affiliation for schools. However, SDMA emphasized on the need to check on the Safety concerns and therefore Education Department was asked to work out a plan in this regard.

Action: Education Department

GDD/ GMC

1. Unsafe Buildings

2. Safety Audit of High Rise Building

GMDA apprised the Authority that regarding conduct of safety audit of high rise buildings and

1 & 2 The Authority noted the progress with regard to Safety audit of high rise buildings in Guwahati city and requested GMDA to submit a note in this regard immediately.

water treatment plants of Guwahati city, GMDA had floated tender for technical & financial bids. The agency has been selected and negotiation for finalization of rates is in process. Safety audit exercise for 1500 Nos buildings of Guwahati will commence shortly once the rates for the purpose is finalised.

3. Occupancy Certificate

With regard to ensuring that all buildings obtain occupancy certificate after verification on fire and structural safety before power connection is provided to those buildings, GDD informed that they have already written to Power Department for necessary action.

Power Department however informed that ASEB only gives a temporary connection during the construction phase of the buildings. However, before regularisation of the temporary connection, a system needs to be built where certification on fire and structural safety is given by the concerned agencies.

4. Widening of Roads

Deputy Commissioner, Kamrup Metro apprised the Authority that the estimates for land acquisition for widening of the identified 64 nos. of Narrow roads in Guwahati City is under preparation and will take another month for submission.

It further advised that after the Safety audit, identified unsafe buildings should be adequately dealt with so that a Safer built environment is in place.

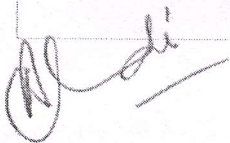
Action: GMDA

3. The Authority requested GDD (GMC & GMDA), State Fire Service Organisation and Power Department (ASEB) to sort out the issue and report compliance in the next meeting of SDMA.

Action: GDD, Power and State Fire Service Organisation

4. The Authority directed Deputy Commissioner, Kamrup Metro to submit the estimates for land acquisition for widening of the identified roads as and when ready, instead of waiting for the entire 64 roads estimate to be completed.

Action: DC, Kamrup Metro



Urban Development Department (UDD):

1. Uniform Building Bye-laws

UDD informed that Legislative department has asked UDD to amend the Municipal Act, 1956 so that the Rule making power is vested with UDD. Accordingly, UDD has drafted the proposed amendment to the said Municipal Act and is awaiting for the next Assembly session to get it passed.

2. Formulation of appropriate rules/policy for widening of narrow roads

1. Hon'ble Chief Minister directed the Urban Development Department to amend the Municipal Act through an Ordinance so as to facilitate enactment of the Uniform Building Bye-laws throughout the State.

Action: UDD

2. Hon'ble Chief Minister directed Public Works Department to prescribe the minimum width for the roads in the State including prohibiting all construction activities beyond both sides of the road upto a specified distance for better Disaster Management which should be incorporated as part of the Uniform building Bye-Laws that is being prepared by UDD.

He also advised Revenue Department and PWD (National Highway) to take action to remove roadside encroachment. Action taken in this regard may be placed in the next meeting of ASDMA.

Action: PWD (Roads), PWD (NH), UDD & Revenue Department

PWD (Building)

1. PWD (Building) informed that an estimate amounting to Rs. 9,87,40,000/ for ND (Non Destructive) Test for lifeline buildings has been submitted to ASDMA.

ASDMA informed the Authority that while the equipment part of the proposal can be met out of the 10% State Disaster Response Fund, the other expenses relating to conduct of the test has be met out of the Departmental fund.

2. Further, State Fire Service Organisation (SFSO) informed the Authority that while ND test has been conducted for their office building, the estimates for retrofitting has not yet been submitted by CE PWD, inspite of several reminders.

PWD (B) assured State Fire Service Organisation (SFSO) that the estimates for retrofitting of the building will be submitted within a week.

1. The Authority advised ASDMA, Revenue & Disaster Management Department and PWD (B) to have a meeting and resolve the issue.

Hon'ble Chief Minister advised Public Works Department (B) that meanwhile the Department should initiate the process of the conduct of the ND test with the available equipments at the earliest.

Action: PWD (B), ASDMA & Revenue Department

2. The Authority took note of the matter and directed PWD (B) to submit estimates as assured by them within a week.

Action: PWD (B)

<p>Power Department</p> <p>ASDMA informed that an emergency response plan is still awaited from concerned agencies of ASEB except Assam Power Distribution Company Ltd. (APDCL).</p> <p>Power Department informed the Authority that the Transmission Plan is ready while the Generation Plan will be completed by mid-November.</p>	<p>The Authority took note of the matter and requested Power Department to submit copies of the Plans to ASDMA.</p> <p>The Power Department was also directed to make a survey of their electrical poles and power stations in regard to their capacity to withstand a large scale earthquake or high velocity winds. They were further advised to get in touch with Forest Department and initiate action with regard to the trees that causes electric poles and wires to fall, thereby disrupting power supply, during storms.</p> <p>Action: Power department / Forest Department</p>
<p>Labour and Employment</p> <p>Labour & Employment department informed that they had written to Director General of Employment & Training (DGET) for inclusion of the module on Earthquake Resistant Technology at the ITIs.</p>	<p>SDMA advised Labour & Employment to pursue the matter with DGET and in the meantime get the basics on Earthquake Resistant technology from PWD (B) and introduce it as a non credit course, if possible.</p> <p>Action: Labour & Employment department</p>
<p>Integration of Emergency Help Line Numbers for a one point access to the Public</p> <p>Health Department informed that the works relating to the implementation of the Integration of Emergency Help line Numbers is in progress. However, Health Department informed that laying of lines to all the points would take one more month and therefore requested for deferring of the date of launch which had earlier been fixed for 6th of Nov, 2011.</p>	<p>The Authority took note of the matter and agreed to the postponement of the launching date by one more month. Health Department was directed to monitor the works so that there is no further delay.</p> <p>Action: Health department</p>
<p>Status Survey of Hospitals and Schools</p> <p>The Status Survey of Hospitals and Schools in Guwahati City is ongoing and approximately 300 Schools have been covered.</p> <p>Regarding extending the same to other places of the State a Core group has been formed with Dr Atanu Kr. Dutta, Tezpur Univeristy, Dr Indrani Gogoi, Assam Engineering Institute, Dr Jayanata Pathak, Assam Engineering College to draw up the road map for undertaking assessment</p>	<p>The Authority took note of the matter and directed ASDMA to follow up with the Core Group and prepare the road map for undertaking assessment studies of the structures.</p> <p>Action: ASDMA</p>

studies of the structures by involving knowledge Institutes in their nearby urban agglomerations

Assam Institute of Disaster Management

ASDMA informed that officials of Disaster Management Department from Government of Uttarakhand had visited ASDMA Secretariat in the month of March, 2011 with regard to the preparation of DPR for Assam Institute of Disaster Management.

However, they have not reverted to ASDMA in this regard.

In the meantime, ASDMA is also in dialogue with Gujarat State Disaster Management Authority (GSDMA) for taking this concept forward.

The Authority took note of the matter and directed ASDMA secretariat to seek the assistance of GSDMA in setting up the Assam Institute of Disaster Management.

Flood Early Warning System:

ASDMA Secretariat informed that as directed, NESAC has been approached for developing a proposal for Institutionalizing the FLEWS Project in the entire State.

It was further informed that the model developed by North East Space Application Centre for Flood Early Warning which has an accuracy rate of around 60% needs to be developed further for which infrastructure for IMD & CWC in terms of increase in rain gauge stations specially in the upper reaches and increase in river gauging stations is required to be undertaken by Government of India. Further the Flood Early Warning System needs to be extended to cover all the districts of Assam which will require a huge cost in terms of manpower and infrastructure.

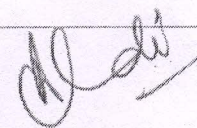
Hon'ble Chief Minister directed ASDMA to give a brief note in this regard for the National Development Council meeting so that the issue can be raised for additional plan fund support for Disaster Management.

Action: ASDMA

Incident Response System

It was informed by ASDMA Secretariat that an Advisory group has been constituted for drawing up the road map for institutionalizing the IRS in the State

The Authority took note of the matter



Agenda Item No 4

1. Collaboration with Gujarat State Disaster Management Authority
2. Experience sharing Workshop on different aspects of Disaster Management with GSDMA

Resolution: 1. The Authority approved the proposal of entering into a MoU for cooperation & assistance in different areas of Disaster Management with Gujarat State Disaster Management Authority (GSDMA).

2. The Authority also approved the participation of the Deputy Commissioners / Chairperson Zilla Parishad / CEO DDMA to the one day experience sharing workshop with GSDMA.

Agenda Item No 5

Collaboration with the Earth Institute, Columbia University

Resolution: The Authority approved the proposal of ASDMA entering into a dialogue & collaboration with the Earth Institute, Columbia University.

Agenda Item No 6

Financing for Disaster Management under Plans

Resolution: 1. The Authority approved the proposal for providing Plan Funds to ASDMA for undertaking the different activities under disaster management.

2. The Authority also directed ASDMA to prepare a note for the National Development Council meeting requesting Government of India to extend additional plan fund support to the State for undertaking activities relating to Infrastructure development, Capacity building and Mitigation activities especially with regard to Flood Early Warning System & Erosion control.

Agenda Item No 7

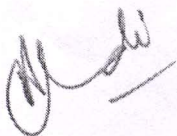
Regarding receipt of Donation by ASDMA

Resolution: The Authority approved in principle the proposal for incorporating the issue of donations in the Assam DM Rules.

Agenda Item No 8

Statutory Audit

Resolution: The Authority approved the proposal for engaging M/s S. Ganguli & Associates for auditing the accounts of ASDMA at a consolidated fee of Rs 33,000/-



Agenda Item No 9

Flood Report 2011

Resolution: The Authority took note of the flood report for the year 2011 and appreciated the efforts of ASDMA in its Flood preparedness measures like Flood Early Warning System (FLEWS), Use of Satellite imagery for embankment status, constant review and monitoring at the highest level, contingency planning etc, for which the damages and losses due to floods have come down considerably in 2011.

Agenda Item No 10

Earthquake preparedness

Resolution: The Authority took note of the measures taken by ASDMA for Earthquake preparedness. The Chief Minister stressed on the need for all departments to have their Disaster Management Plans so that in the event of a big calamity, damages may be minimized and a Safer Assam built.

Agenda Item No- 11

Use of HAM Radio for Disaster Management in Assam

Resolution: The Authority approved the proposal for initiating the Project on "Use of HAM Radio for Disaster Management in Assam" in principle and requested Police Communication to submit a detailed project proposal in this regard.

Agenda Item No- 12

Other Matters/Issues:

1. **Release of ASDMA Logo and News Letter**

Resolution: The Authority took note of the matter.

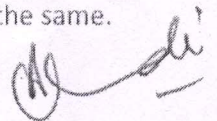
2. **Guwahati Emergency Management Exercise**

Resolution: The Authority approved the proposal for conducting the exercise in collaboration with DDMA Kamrup (M), NDMA and international agencies on various aspects of earthquake management.

It further directed ASDMA to conduct a Mock drill at the Assam Secretariat and drills at all the Schools.

3. **International Conference on 'Post Disaster Scenario and Early Recovery Strategy'**

Resolution: The Authority approved in principle the proposal for the international conference by inviting experts of international repute to guide the State in preparing a roadmap for the same.



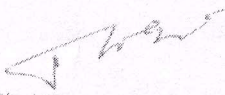
4. Sikkim Earthquake experiential learning

Resolution: Hon'ble Chief Minister directed ASDMA to send a team to Sikkim to learn from their experience especially with regard to the difficulties faced by them in response and recovery in the aftermath of the Sikkim Earthquake.

5. River Research Institute, Bangladesh

Resolution: Hon'ble Chief Minister advised ASDMA to visit the River Research Institute, Bangladesh which has taken many innovative steps for Flood preparedness and mitigation.

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/PV

Dated 17th October 2011

Copy to: All concerned



(Atul Chaturvedi)
Chief Executive Officer
Assam State Disaster Management Authority