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Minutes of the 8<sup>th</sup> Meeting of the State Executive Committee held on 18<sup>th</sup> August 2012 at 4:30 P.M. in the Conference Room of the Chief Secretary's Office.

The list of the Members present is given at Annexure I

The Chief Secretary, Assam chaired the meeting. The Chief Secretary welcomed all the Members and took up the agenda for discussion.

**Agenda Item No 1: Confirmation of the Minutes of the 7<sup>th</sup> Meeting of the State Executive Committee.**

**Resolution:** The State Executive Committee confirmed the minutes of the 7th meeting of the SEC held on 11<sup>th</sup> May 2012.

**Agenda Item No 2: Review of the action taken on the decisions of the 7<sup>th</sup> Meeting of the State Executive Committee.**

**Resolution:** The State Executive Committee noted the Action Taken Report placed in the meeting. The Committee further directed to follow up on the following decisions of the previous meeting pending for compliance.

| Pending actions on the decisions taken in the 7 <sup>th</sup> meeting of the SEC   | Decision of SEC  |
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| <p><b>Home Department</b></p> <p><b>A. Capacity Building of existing personnel in Fire Service</b></p> <p>Addl. DG &amp; Director Fire Service Organization (AFSO) apprised SEC that steps have already been taken for functional integration of the Central Training Institute, Civil Defence with the Fire Services Training Institute as 262 nos of SDRF personnel have been trained at CTI Panikhaiti, Guwahati.</p> <p>However, regarding Administrative integration between CTI, Civil Defence and Regional Training Centre, Fire Services at Sila, Guwahati, a plan has to be worked out for full integration in this regard.</p> <p><b>B. Renaming of the Fire Service Department &amp; Amendment to the Assam Fire Service Act</b></p> <p>Home Department informed SEC that while</p> | <p>A. SEC directed Home Department to prepare a proposal for developing CTI, Panikhaiti into a full fledged State Disaster Response Force Training Centre.</p> <p>B. SEC directed Home Department to expedite the process of renaming the Fire Service Organization and amendment to the Fire Services Act .</p> |

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| <p>the views of Personnel and AR &amp; T department has been received, Finance Department has raised certain queries which are being met.</p>   |   |
| <p><b>Health Department</b></p> <p><b>1. Integration of Emergency Help Line Nos</b></p> <p>Health Department informed SEC that the project is ready for launching and the file seeking a convenient date from the Hon'ble Chief Minister for the launching Project has been moved.</p>  | <p>SEC took note of the matter.</p>   |
| <p><b>ASDMA</b></p> <p><b>SOP&amp; notification of Crisis Management Group</b></p> <p>1. The Chief Executive Officer, ASDMA informed SEC that the SOPs received from various departments / agencies have been compiled and will be disseminated to the Deputy Commissioners for ready reference after endorsement of the Chief Secretary as Chairperson of SEC.</p> <p>2) The Chief Executive Officer, ASDMA informed SEC that steps for notification of the Crisis Management Group has been taken and a separate file for notification of the Crisis Management Group has already been moved.</p> | <p>1. SEC took note of the matter.</p> <p>2. SEC directed ASDMA to expedite the matter.</p> |

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| <p><b>PWD Buildings</b></p> <p>1. PWD (Building) was requested to submit details of the 1000 buildings i.e. departments who own these buildings and their locations for which PWD had submitted proposal to ASDMA for conducting ND Test.</p> <p><b>2. Status note on renovation of ASDMA office building</b></p>   | <p>1. PWD (Building) informed SEC that the details regarding ownership of the buildings and their locations will be submitted to ASDMA formally next week. Meanwhile, a copy of the same was handed over to ASDMA.</p> <p>2. ASDMA informed SEC that the renovation of the office building of ASDMA has been completed and a date for inauguration of the same is being sought from the Hon'ble Chief Minister.</p> <p>SEC took note of the matter.</p> |
| <p><b>Education Department</b></p> <p><b>1. School Safety Plans</b><br/>Education department informed SEC that the draft for amendment to the Non-Government Educational Institution Act 2006 incorporating a separate clause regarding School Safety Plans &amp; Mock drills as an essential feature for obtaining permission / recognition has already been made and is placed for approval of the Commissioner &amp; Secretary, Education Department.</p> <p>Regarding SEBA, the draft amendment is also being prepared.</p> <p><b>2. Non-compliance of Safety Norms by Schools</b><br/>Education (Secondary) Department informed SEC that schools have been asked to produce a certificate of compliance from GMC by 20<sup>th</sup> August 2012. If they fail to produce the said certificate, necessary action will be initiated against those schools.</p> | <p>1. SEC directed Education (Secondary) Department to expedite the process for the proposed amendment.</p> <p>2. SEC directed Education (Secondary) Department to expedite steps in this regard and submit action taken report at the earliest for appraisal of SEC.</p>   |

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**GDD**

**1) Status report on safety audit of High Rise buildings and water Treatment Plants of Guwahati city.**

a) **GMDA** informed SEC that the process for safety audit of all high rise buildings of Guwahati city has been started in July and till August 2012, 30 buildings have been surveyed. GMDA further informed SEC that the whole exercise will be completed within December 2012.

b) **GMC** informed SEC that 22 water reservoirs have been identified for carrying out the safety audit and the exercise will be completed within two months.

**2) Jagabandhu Apartment**

a) SEC had directed GDD to submit the final report on compliance of safety measures with regard to **Jagabandhu Apartments** as suggested by the Expert Committee by July 2012.

b) SEC had also directed GMC to follow-up on the notices issued to Jagabandhu Apartment regarding absence of Occupancy certificate

**3) Occupancy certificate for residential and commercial buildings.**

SEC requested GMC / GMDA to carry out a joint exercise for identification of the Residential & Commercial buildings in the Guwahati city which have been occupied without occupancy certificates and issue notices and impose penalty/seal the building against the erring owners of the buildings.

GMC/GMDA informed SEC that the exercise for identification of Residential & Commercial buildings has already been started.

1. (a) & (b)

SEC took note of the matter and requested GMDA & GMC to submit interim reports for appraisal of SEC.

2. a. **GMC** informed SEC that the final report from the Centre for Environmental Research & Evaluation (EREC) was received on 18<sup>th</sup> August on issue related to safety of Jagabandhu Apartment. The report has suggested that retrofitting measures have to be undertaken and dead load must be removed from the building. However, since the report was only received in the morning of the 18<sup>th</sup> August 2012, GMC Commissioner requested for some time to examine the report and develop an action plan of steps to be taken.

2.b. GMC informed that Occupancy Certificate can only be issued to Jagabandhu Apartment after compliance of the measures suggested in the final report.

3. SEC directed GMDA/GMC to submit status report to ASDMA in this regard for appraisal of SEC.



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| <p><b>UDD</b></p> <p><b>Uniform Building Bye-laws and Amendment to the Municipal Act 1956.</b></p> <p>UDD informed SEC that views have been received from the PWD (B), P &amp; RD and the relevant departments. However, views of Finance Department is still awaited.</p>   | <p>SEC took note of the matter and requested Finance Department to expedite the matter.</p>  |
| <p><b>GMC</b></p> <p><b>Working Group on Guwahati Floods</b></p> <p>SEC had advised GMC to identify proper site for dumping of the City garbage</p>  | <p>GMC informed SEC that it has requested the District Administration, Kamrup Metro to provide a proper site for dumping of the city garbage.</p>                                |
| <p><b>Integration of the State Control Room &amp; Home Department</b></p> <p>SEC directed Home Department to expedite the integration process and ensure smooth flow of information to the SDR &amp; IC.</p>   | <p>Since the integration did not take place despite of several directions given in this regard, Chairperson SEC directed ASDMA to drop this issue from the agenda of ASDMA .</p> |
| <p><b>Directorate of Sports</b></p> <p><b>Fire safety measures in Stadiums</b></p> <p>Regarding provision of water hydrants in the stadiums for fire safety, the Directorate of Sports informed SEC that the Governing Body (GB) meeting was held on 2<sup>nd</sup> April 2012 and the resolution for water hydrants was approved . Steps will now be initiated shortly .</p>  | <p>SEC took note of the matter .</p>   |
| <p><b>GMDA/GDD</b></p> <p><b>Water Hydrants in Guwahati City</b></p> <p>SEC directed GDD/ GMDA for installation of Water Hydrants at strategic places of Guwahati City to facilitate timely and effective response to fire incidents in the city.</p> <p>GDD/GMDA informed SEC that the preliminary works for identification and installation of the water hydrants in the city has been started and will take some time as it is linked to the Guwahati Drinking Water Supply Scheme.</p> | <p>SEC directed ASDMA to drop this issue from its agenda.</p>  |

**Road Map for Earthquake Risk Mitigation in Assam.**

1. SEC directed ASDMA to expedite the steps for conducting the study on Seismic Monitoring Facilities in Assam in collaboration with technical institutes at the earliest.

ASDMA informed SEC that necessary steps have been taken in this regard and a detailed appraisal note has been placed as a separate agenda of the meeting.

2. SEC had requested DG Civil Defence for coordinating an experience sharing workshop on Disaster Scenario and Post Disaster Recovery with the help of Mr. Anup Kumar Singh of Gujarat Police.

ASDMA informed SEC that no further information has been received from the D.G. Civil defence in this regard.

1. SEC took note of the matter.

2. SEC directed ASDMA to directly coordinate on the matter with the concerned agencies since the issue has not been dealt so far by the DG, Civil defence.

**GDD**

**Widening of Roads in Guwahati City**

SEC in its 7<sup>th</sup> meeting directed GDD to expedite steps for widening the narrow roads of the city.

GDD informed SEC that the Deputy Commissioner & Chairman, DDMA Kamrup Metro has been requested to submit detailed breakup of the estimate submitted along with the list of narrow roads for widening and P & D Department has been moved for providing necessary fund.

SEC took note of the matter and directed GDD to complete the exercise of widening of the narrow roads of Guwahati City at the earliest.



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| <p><b>Secretariat Administration Department &amp; ASDMA:</b><br/> <b>Conduct of Earthquake Mock drill in the Secretariat Complex</b></p> <p>SEC directed ASDMA to coordinate with the concerned agencies / authorities viz. Civil Defence, Fire Services, Secretariat Administration Department, PWD (B) and draw up the action plan for conduct of the drill at the State Secretariat at the earliest.</p> <p>ASDMA informed SEC that SAD has started marking out the exit routes in the Secretariat buildings and the detailed action plan has not yet been made.</p>   | <p>SEC directed ASDMA to follow up and coordinate on the matter to ensure early conduct of regular mock drill in the Secretariat complex.</p> <p>SEC further directed SAD to ensure proper parking of the vehicles in the secretariat complex so that emergency response and rescue vehicles can move smoothly in the complex at the time of emergency.</p> |
| <p><b>Finance (budget) Department</b><br/> <b>Plan Funds for Disaster Management in the 12<sup>th</sup> Five Year Plan &amp; Annual Plan 2012-13</b></p> <p>P &amp; D department had allotted an amount of Rs. 2.00 crore for Disaster Management Works under Revenue &amp; DM Deptt. However, in the budget the same was not reflected due to an error of Finance (Budget) which the Director Budget has assured would be rectified through an 'Errata'.</p> <p>Subsequently, SEC directed ASDMA and Finance (Budget) department to resolve the issue regarding the fund allotment under Annual Plan.</p> <p>Finance department informed SEC that an amount of Rs. 2.00 crore will be provided to ASDMA through Contingency Advance.</p> | <p>SEC took note of the matter.</p>   |

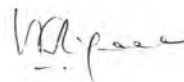
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| <p><b>Building Safety Audit</b></p> <p>SEC had directed PWD(B) to submit action taken report regarding steps taken for the conduct of safety audit of the government buildings.</p> <p>PWD (B) informed SEC that the Department has started conducting Fire Safety and Electrical Safety audit of the Government buildings.</p>   | <p>SEC took note of the matter and directed PWD (B) to submit status report for appraisal of SEC.</p>  |
| <p><b>Transport Department &amp; IWT<br/>Dhubri ferry accident</b></p> <p>SEC directed IWT Directorate and Transport Department to comply with certain measures for averting accidents like Dhubri ferry accident in future.</p> <p>IWT informed SEC that personnel have been deployed to ensure adherence to safer carriage of passengers in the boats / ferries in the river Ghats/ ports and regular safety audit of all vessels operated for public transport.</p> <p>IWT further informed SEC that the department is regularly coordinating with IMD regarding daily weather forecast and disseminating the same to the lessee of ferries / boats.</p> | <p>SEC took note of the matter and directed IWT to submit copy of weather forecast disseminated to the lessee of ferries/ boats to ASDMA on regular basis.</p> |

**Agenda Item No 3:**

**Visit of Assam Delegation to US and Signing of MoU with Columbia University on Disaster Management.**

**Resolution:** SEC took note of the report of the visit of the delegation to Columbia University as Placed in 'A' below. Further SEC also approved the the MoU signed with Columbia University as placed in 'B' below:





**'A' Visit of Assam Delegation to US and Signing of MoU with Columbia University on Disaster Management.**

The State Disaster Management Authority had approved the proposal of ASDMA entering into a dialogue & collaboration with the Earth Institute, Columbia University, USA for developing a disaster management framework for the State of Assam. Accordingly ASDMA started a dialogue with the Earth Institute, Columbia University and a team from the Institute visited Assam from 14<sup>th</sup> to 16<sup>th</sup> November 2011 for an interaction with ASDMA and other departments of Government of Assam.

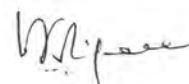
Subsequently, Earth Institute, Columbia University submitted two concept proposals for partnering with ASDMA viz.

1. Climate adaptation and disaster risk reduction of Guwahati in the context of dynamic growth
2. Climate informed regional water resources and flood risk mitigation planning

Therefore in order to engage Earth Institute, Columbia University on the modalities, scope and resourcing of these collaborative projects and to have a basic overview of the work done by the Earth Institute in these areas, the visit to Columbia University was undertaken by the delegation led by Hon'ble Chief Minister, Assam. The delegation also proposed to have discussions with other disaster management related agencies which have demonstrated best practices in the areas of disaster management.

**Outcomes of the Visit:**

1. Signing of the MOU with Earth Institute, Columbia University
2. Dialogue initiated with World bank for a study of the Brahmaputra river from its point of origin to the end point for a better understanding of the River – sediment load, variability etc.
3. Earth Institute will support ASDMA in preparing a detailed project proposal for setting up the Assam Institute of Disaster Management in the lines of the National Centre for Disaster Preparedness, Columbia University.
4. Discussions held with UNDP regarding training of officials in the Flood Risk Assessment tool, multi hazard resistant shelters, developing institutional framework for establishing the Disaster Management Authorities at the local level and strengthening of the PRI system for effective management of disasters at the local level will be carried further with the Country Office in India.
5. ASDMA to initiate dialogue for partnership with concerned agencies for developing the concept on setting up of the Emergency Operations Centre in line with the Office of Emergency Management, New York.



6. The Earth Institute will help the Assam State Disaster Management Authority in evaluating the current flood early warning system and work towards increasing the lead time and develop a strategy for last mile connectivity.

#### Way forward

1. Jeffry Sachs, Director Earth Institute will be in India around October. It is proposed to launch two specific projects at that time viz i) Climate adaptation and disaster risk reduction of Guwahati in the context of dynamic growth & ii) Climate informed regional water resources and flood risk mitigation planning
2. Columbia University will send out the agreements for the projects in the July 2012.
3. Shiv Someshwar and Tara Troy Of Earth Institute will follow-up with Lamont Doherty Earth Observatory regarding the basic paper identifying the areas for collaboration. Once the basic paper is worked out, a workshop is to be organized with all partners.
4. The concept note developed by ASDMA on the setting up of the Assam Institute of Disaster management will be sent to Shiv & Tara. They will brainstorm with partners viz the National Centre for Disaster Preparedness and work out a proposal in this regard.
5. A fact finding mission team from the World Bank will visit Assam in September



**Memorandum of Understanding  
Between  
The Earth Institute, Columbia University, United States of America  
And  
Assam State Disaster Management Authority**

This Memorandum of Understanding (MoU) is between the Assam State Disaster Management Authority (hereinafter referred to as ASDMA), Guwahati, Assam and The Earth Institute, Columbia University, United States of America (hereinafter referred to as Earth Institute).

**About the Earth Institute of Columbia University:**

The Earth Institute of Columbia University is one of the world's leading centres for integrated study of the protection of the earth's environment and the spread of social and economic opportunities for all people. The institute comprises more than 30 research centers and some 850 scientists, postdoctoral fellows, staff and students, working across many disciplines to provide solutions for problems in public health, poverty, energy, ecosystems, climate, natural hazards and urbanization. It mobilises science and technology to advance sustainable development with emphasis on the needs of the world's poor.

**About ASDMA:**

Assam is one of the most hazard prone regions in the Asian Sub-Continent with different areas being vulnerable to multiple hazards like earthquakes, floods, landslides, cyclonic storms besides human induced disasters. The Assam State Disaster Management Authority has been set up as mandated by the Disaster Management Act 2005 to bring about the paradigm shift in Disaster Management approach from post disaster relief centric approach to the pre-disaster preparedness, prevention and mitigation approach.

**Article I: Purpose:**

The purpose of this MoU between the ASDMA and Earth Institute is to provide a framework for the parties to explore possible areas of research and collaboration on sustainable development towards building a disaster resilient Assam.

**Article II: Scope:**

Subject to this MoU, the scope of activities to be enabled would include the following:

1. Disaster Risk Reduction, including climate adaptation, of Guwahati in the context of Dynamic Growth.
2. Water Resources and Flood and Erosion Risk Mitigation Planning in Assam, taking into account climatic factors.

3. Joint Research on Earthquake Hazard & Risk Management, Climate Change Adaptation and Urban Risk Reduction.
4. Developing & Initiating joint research and demonstration projects for Disaster Risk Mitigation in the context of Sustainable Development Goals
5. Help in designing a new Centre for Disaster Management for undertaking capacity building, research activities and developing suitable disaster management strategies for the state of Assam.
6. Promoting methodologies and best practices to develop & Implement participative risk reduction and disaster management practices & policies.
7. Visits by and exchanges of Faculty Members, Students and Officers of ASDMA and the Earth Institute
8. Consultancy / advisory service on relevant matters as and when required

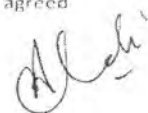
**Article III: Duration, Termination and Amendment of the MoU**

1. This MoU will be effective from the date of signing by both parties up to a period of 5 years, and may be subject to extensions signed by authorized representatives of both parties
2. Either party may terminate this MoU by giving three months advance notice in writing provided, however, that either party may immediately terminate this MoU upon written notice if it determines that its continued participation would violate any laws, regulations, policies, or rules applicable to such party, jeopardize the health or safety of its faculty, students, or staff, or adversely affect its accreditation, licenses, or tax status.
3. The provisions of this MoU may be amended at any time with the mutual consent of the parties in writing.
4. The amendment, termination and expiration of this MoU will not affect the terms of activities ongoing under formal project agreements (as described below) at the time of notification of amendment, termination and expiration unless otherwise agreed between the parties.

**Article IV: Special Provisions**

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1. This MoU is an expression of intent and provides a framework for exploring areas of mutual interest but does not itself establish any work obligation or financial commitment. From time to time, if the parties identify projects, activities, or exchanges of mutual interest, they will develop written agreements and workplans with appropriate project commitments and details, including roles and responsibilities, financial arrangements, and other terms and conditions as appropriate for such endeavor. Neither party will have any legal or financial obligation to perform any activity, exchange any information, or incur any expense or cost under this MoU except as may be set forth in written project agreements signed by authorized representatives of both parties. A party may decline in its discretion to participate in a proposed project, activity, or exchange.
2. The projects under discussion may require the interaction with governmental entities, local non-governmental organizations, and other collaborators. The parties recognize and agree that each project under consideration will need planning, further design, review, and agreement within each participating institution or agency, and the decision to proceed with any project will depend upon, among other things, requisite approvals and clearance on either side, an agreement on project personnel, allocation of responsibilities and funding availability. At all times, Earth Institute's role will be consistent with that of an academic research institution, and Earth Institute will at no time assume any responsibility for governmental functions.
3. Each of the parties is dedicated to the principles of non-discrimination and academic freedom. Nothing in this MoU shall restrict either party from publishing, disseminating, and disclosing the results of its research and academic initiatives.
4. All research and other collaborative activities contemplated by this MoU shall be conducted in accordance with the laws and regulations applicable to each party. In the case of Earth Institute, these include the laws of the United States of America and of the State of New York, and the rules, regulations, and policies of Columbia University. In the case of ASDMA, these include the rules and regulations of the Government of Assam and the Government of India, as appropriate. Each party agrees that in connection with this MoU it will take no action, or omit to take any action, that would cause the other party to be in violation of applicable laws, including those of India and the United States including, without limitation, the U.S. Foreign Corrupt Practices Act and anti-bribery laws of India. In that connection, each party agrees that in connection with this MoU and each project agreement it will not offer, promise or give, directly or indirectly, anything of value to any

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government official, political party official, political candidate, or employee thereof or to any third party for the purpose of obtaining or retaining business or obtaining any illegal benefit or advantage.

5. Although the parties envision a cooperative and productive collaboration, each is an independent entity with respect to one another, and nothing in this MoU constitutes the parties as partners (in the legal sense), or joint venturers, or allows a party to create or assume any obligation on behalf of the other party for any purpose whatsoever. Neither party will assign, delegate, or subcontract this MoU to any third party without the prior written consent of the other party, and any attempt to do so without consent shall be void.
6. Neither party will make any public announcement or press release regarding the existence or contents of this MoU, or use the name, insignia, or symbols of the other party, its faculties or departments, or any variation or combination thereof, or the name of any trustee, faculty member, other employee, or student of a party for any purpose whatsoever without the other party's prior written consent.
7. Nothing in this MoU will establish an exclusive relationship between the parties, and each party may freely elect to engage in research and other initiatives with others.
8. Modalities of each type of collaboration, associated activities and financial aspects shall be mutually agreed upon on a case-by-case basis in separate formal project agreements.
9. The two parties will consult with each other and attempt to resolve disputes or misunderstandings that arise in the administration of this MoU or any subsequent associated agreement informally.

**Article V: Contact Persons**

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| Name: Shri Atul Chaturvedi  | Name: Shiv Someshwar   |
| Title: Chief Executive Officer  | Title: Director, Climate Policy,<br>Center on Globalization and Sustainable<br>Development |
| Assam State Disaster Management Authority<br>Assam Secretariat, Dispur, Guwahati, Assam | 475 Riverside Drive, Ste 825<br>New York, NY 10015   |

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| Email: <a href="mailto:asdmaghy@gmail.com">asdmaghy@gmail.com</a> | Email: <a href="mailto:ssomeshwar@ei.columbia.edu">ssomeshwar@ei.columbia.edu</a> |
| URL: <a href="http://www.asdma.gov.in">www.asdma.gov.in</a>       | URL: <a href="http://www.earth.columbia.edu">www.earth.columbia.edu</a>           |

This MoU is prepared in two identical copies. Each party holds one original copy duly signed by the ASDMA and Earth Institute.

Signed for and on behalf of

Assam State Disaster Management Authority



Name: Shri Atul Chaturvedi  
Designation: Chief Executive Officer

Date:

The Trustees of Columbia University in the City of New York for The Earth Institute of Columbia University



Name: John Coatsworth  
Designation: Provost, Columbia University

Date:



Name: Jeffrey D. Sachs  
Designation: Director, The Earth Institute, Columbia University

Date:

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**Agenda Item No 4:**

**Expenditure incurred with regard to the Visit of the delegation to Columbia University, USA, led by Hon'ble Chief Minister**

**Resolution:** SEC approved the expenditure amounting to Rs. 39,90,420/- (thirty nine lakh ninety thousand four hundred and twenty) only incurred in connection with the visit of the delegation to USA . The expenditure will also be sent to the finance department for concurrence.

| Sl No | Head  | Amount          |
|-------|---|-----------------|
| 1     | Air & Train Tickets   | Rs 15,15,339/   |
| 2.    | Daily Allowance   | Rs 2,02,952/-   |
| 3.    | Hotel Accommodation   | Rs. 12,13,502/- |
| 4.    | Transport   | Rs 9,07,308//-  |
| 5.    | Incidental expenses from FOREX card & Local conveyance at Guwahati                                      | Rs 1,09,999     |
| 6.    | Bank Charges for buying FOREX Cards and encashing the balance amount remaining on return from the visit | Rs. 41320/-     |
|       | Total   | Rs 39,90,420/   |

**Agenda Item No 5:**

**The State Disaster Management Plan (SDMP)**

**Resolution:** SEC directed the departments to submit their written comments / suggestions on the State Disaster Management Plan (SDMP) to ASDMA within 15 days i.e. by 3<sup>rd</sup> September 2012. SEC further authorised Chairperson, SEC to approve the SDMP thereafter once the suggestions on SDMP are incorporated in the draft after examination by ASDMA. SDMP approved on file should be placed in the next SEC meeting for post facto approval.

**Agenda Item No 6:**

**Literature Survey for Earthquake Hazard Assessment Studies related to NE Region**

**Resolution:** SEC approved the proposal for awarding the work on "Literature Survey for Earthquake Hazard Assessment Studies related to NE Region" to NEIST, Jorhat at a cost of Rs. 17.80 lakh (Rupees Seventeen Lakh and Eighty Thousand only).

**Agenda Item No 7:**

**Critical Analysis of existing Seismic Micro zonation study for Guwahati City**

**Resolution:** SEC approved the proposal of awarding the work on "Critical Analysis of existing Seismic Microzonation study for Guwahati City" to ISR, Gandhinagar at a cost of Rs 5.00 lakh.





**Agenda Item No 8**

**Additional Fund Requirement for conducting the Hazard Risk & Vulnerability Assessment**

**Resolution:** SEC approved the additional amount of Rs 15.00 lakhs for conducting the HRVA exercise to the North East Space Application Centre.

**Agenda No 9**

**Guwahati Emergency Management Exercise (GEMEx)**

**Resolution:** SEC approved an amount of Rs 1.00 Crore (Rupees One Crore only) for the conduct of Guwahati Emergency Management Exercise from ASDMA fund to be conducted by the Kamrup Metro.

**Agenda Item No.10**

**ASDMA – TISS Training Project**

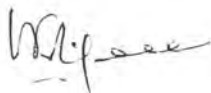
**Resolution:** SEC took note of the matter and approved the transfer of fund amounting to Rs 1, 37, 80,000/- to the following projects under the 13<sup>th</sup> Finance Commission Grant 2011-12.

1. Rs.17.80 lakh for Literature Survey for Earthquake Hazard Assessment Studies related to NE Region.
2. Rs. 5.00 lakh for conducting the Critical Analysis of existing Seismic Microzonation study for Guwahati City and
3. Rs. 15.00 lakh for conducting the HRVA exercise by NESAC
4. Rs. 1.00 crore for the conduct of Guwahati Emergency Management Exercise.

**Agenda item No.11**

**Approval for sanction of Rs 900.00 Lakh for the Assam State Disaster Management Authority for the year 2012-13**

**Resolution:** SEC approved an amount of Rs.900.00 lakh for issue of necessary sanction by Revenue & Disaster Management Department for the year 2012-13 under the Head of Account 2245 Relief on account of Natural Calamities -80 General-800 Other Expenditure-4259 Assam State Disaster Management Authority-31 Grants -in-Aid for Rs.108.59 lakh (Salary component), 32 Grants -in-Aid for Rs.791.41 lakh (Non-Salary component) .



**Agenda item No.12**

**Approval for sanction of Rs.500.00 Lakh for Capacity Building under 13<sup>th</sup> Finance Commission Grant for the year 2012-13 towards Assam State Disaster Management Authority.**

**Resolution:** SEC approved an amount of Rs.500.00 lakh for issue of necessary sanction by Revenue & Disaster Management Department for Capacity Building under the 13<sup>th</sup> Finance Commission Grant for the year 2012-13.

**Agenda item No 13**

**Approval for sanction of Rs.33.42 Lakh for the Assam State Disaster Management Authority for the year 2012-13.**

**Resolution:** SEC approved an amount of Rs.33.42 lakh for issue of necessary sanction for ASDMA by Revenue & Disaster Management Department for NSSP project and preparation of State Disaster Management Plan.

**Agenda Item No: 14**

**Arrear salary for ASDMA contractual staff**

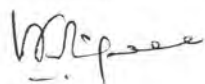
**Resolution:** SEC approved the proposal for allowing ASDMA to draw the arrear amount of Rs. 6,30,000/- (six lakh thirty thousand) only from 1<sup>st</sup> January 2012 to 31<sup>st</sup> May 2012 (five months) for payment to the 42 nos of Contractual staff of ASDMA .

**Agenda item No.15**

**Post-facto approval of the SEC to the expenditure incurred by ASDMA for the period from 1<sup>st</sup> April to 31<sup>st</sup> July 2012 of ASDMA fund 2012-13.**

**Resolution:** Post facto approval was accorded by SEC to the Expenditure amounting to Rs. 4,96,77,508/- (rupees four crore ninety six lakh seventy seven thousand five hundred and eight) only incurred by ASDMA w.e.f 1<sup>st</sup> April to 31<sup>st</sup> July 2012 as per the following breakup.

| Sl.no. | Head of Accounts                  | Amount (Rs.)       |
|--------|-----------------------------------|--------------------|
| 1      | Salary                            | 36,35,708.00       |
| 2      | Office Expenditure                | 15,07,509.00       |
| 3      | Mitigation Fund –                 |                    |
|        | Workshop/Seminars                 | 2,31,636.00        |
|        | Awareness Generation              | 5,88,180.00        |
|        | Collaborative Projects            | 47,34,623.00       |
|        | DRR Fund for Districts            | 2,18,40,000.00     |
|        | NIT ,Silchar Projects             | 15,03,750.00       |
|        | NESAC,HRVA Projects               | 28,00,000.00       |
|        | <u>Training(Police personnel)</u> | <u>1,50,000.00</u> |
|        |                                   | 3,18,32,189.00     |



|   |   |                       |
|---|---|-----------------------|
| 4 | <b>Travel Expenditure</b>   | 1,13,128.00           |
| 5 | <b>Equipments-</b><br>IT Equipments (Revenue Circle) 56,51,105.00<br><u>IT Equipments (State) 1,60,772.00</u>   | 58,11,877.00          |
| 6 | <b>Response Fund-</b><br>Man-power for SDR&IC(Remuneration) 1,90,336.00<br>Man-power for DDR&IC(Remuneration) 23,04,000.00<br><u>Man-power for RCDR&amp;IC(Remuneration) 38,88,000.00</u> | 63,82,336.00          |
| 7 | <b>Professional Fee</b>   | 3,35,130.00           |
| 8 | <b>Hospitality</b>  | 59,631.00             |
|   | <b>Total</b>  | <b>4,96,77,508.00</b> |

**Agenda item No 16.**

Post-facto approval of the SEC to the expenditure incurred by ASDMA for the period from 1<sup>st</sup> April to 31<sup>st</sup> July 2012 of 13<sup>th</sup> Finance Commission Grant 2012-13.

**Resolution:** Post facto approval was accorded by SEC to the Expenditure incurred by ASDMA amounting to Rs. 30,72,112/- (thirty lakhs seventy two thousand one hundred and twelve) only w.e.f 1<sup>st</sup> April to 31<sup>st</sup> July 2012 under the 13<sup>th</sup> Finance Commission Grant 2011-12 for Awareness Generation.

**Agenda item No 17.**

Post-facto approval for the expenditure incurred in connection with purchase of IT Equipments.

**Resolution:** SEC accorded post facto approval to the expenditure incurred amounting to Rs.2,25,750/- ( Rupees Two Lakh Twenty Five Thousand Seven Hundred and Fifty )only for purchase of the IT Equipments purchased ( 3 Laptops & 1 Printer ) from M/S Elite Computer & Communications Pvt. Ltd.

**Agenda Item No 18:**

Status report of AEC - ASDMA Project:

**Status Survey of School & Hospital Buildings of Guwahati City and Retrofitting Solutions**

**Resolution:** SEC took note of the status report on the project "**Status Survey of School & Hospital Buildings of Guwahati City and Retrofitting Solutions**" and directed ASDMA to arrange a separate Presentation on the same.



**Agenda Item No 19:**

**Delegation of power to DDMA for sanctioning of Rehabilitation Grant**

**Resolution:** SEC approved the proposal for delegation of power to District Disaster Management Authorities for sanction of Rehabilitation Grant subject to observing the criteria as laid down in the guidelines of the State Disaster Response Fund.

**Agenda Item No 20 :**

**Procedure for Submission of SDRF proposals**

**Resolution:** SEC approved the revised procedure for submission of SDRF proposal whereby Revenue & Disaster Management Department will only accept proposals from the departments and not from Deputy Commissioners directly. Further, the TEMPLATE as placed below was also approved by SEC.

**TEMPLATE FOR SUBMISSION OF SDRF PROPOSALS**  
**(To be routed through the concerned department)**

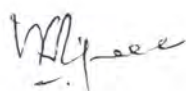
To be filled up by the concerned Deputy Commissioner's Office

**1. Basic Information**

| Sl. No. | Name of District | Name of the Revenue Circle to which the proposal relates | Name of Village affected |
|---------|------------------|--|--------------------------|
|         |                  |  |                          |

**2. Event Information**

| Date of occurrence of event<br><i>(Proposal has to submitted within one month of the date of the event)</i><br><br><i>Format (dd/mm/yyyy)</i> | Whether the damage was reported to the State Disaster Response & Information Centre (State Control Room) in the Damage Assessment Report from the District (Yes/No)<br><br><i>If YES, A copy of the report is to be enclosed</i> | Name of the team of Officers that inspected the site to assess the damage | Photograph of the damage (Digital with Date) to be submitted<br><br><i>(Yes/No)</i> |
|---|--|---|---|
|   |  |   |   |



Signature of Deputy Commissioner concerned

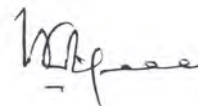
| Sl. No. | Name of Deptt. | Certificate from the Deptt. That it has exhausted its provision under the budget for regular maintenance & repair*<br>(Yes/No) | Name of Scheme | Amount (inRs.) | Whether Countersigned by DC<br><br>(Yes/No) | Whether Placed for Consideration of the DDMA | Whether Approved by DDMA | Whether Admissible under SDRF Guidelines<br><br>(Yes/No) |
|---------|----------------|--|----------------|----------------|---|--|--------------------------|--|
|         |                |  |                |                |   |  |                          |  |
|         |                |  |                |                |   |  |                          |  |

3. Scheme submitted

Signature of senior most  
Secretary of the State Department  
Concerned

N.B.

1. If the Scheme is above Rs. 5.00 Crore, the scheme is to be submitted only after approval of TAC.
2. \* As per revised guidelines dated 16th Jan 2012, for assistance under State infrastructure that States shall first use its provision under the budget for regular maintenance and repair.



**Agenda Item No 21 :**

**Suggestions received from DDMA, Tinsukia on Disaster Management**

**Resolution:** SEC took note of the following suggestions of DC, Tinsukia based on lessons learnt from Natural disasters.


1. Early warning information should be shared with the District Administration at least twice everyday.
2. A good warning network and system is required in Tinsukia with regard to floods.
3. Issue of Emergency SMS warning to DC, SP, ADC Relief, PO DDAM, SDO (C) of concerned civil sub-divisions.
4. Equipping NDRF with High Flood –High Current Operational Boats
5. Location of a large contingent of NDRF in Upper Assam to cater to the need of Upper Assam timely.
6. Indian Army also needs to be equipped with High Current Operational Boats
7. At least 15 nos of Rescue Boats with Outboard motors required in Tinsukia district.
8. Adequate raised platform needs to be constructed for shelter of flood affected people and animals
9. Trained man power of SDRF equipped with flood rescue boats needs to be positioned in the district.
10. At an amount of Rs. 25 lakhs should be kept with the Deputy Commissioner as corpus fund with flexible guideline for immediate utilisation when disaster strikes.
11. There is need for placing of fund at district level for Disaster Management related redundancies.

**Agenda Item No 22 :**

**Sanction issued in respect of Gratuitous Relief for the flood,2012**

**Resolution:** SEC accorded Post facto approval for the Sanction issued by the Revenue & DM Department amounting to Rs. 7,608.00 lakh in respect of Gratuitous Relief for the flood,2012 as placed below:

| District                                  | AMOUNT IN LAKH |
|---|----------------|
| 1 DEPUTY COMMISSIONER, BAKSA              | 45.00          |
| 2 DEPUTY COMMISSIONER, BARPETA            | 620.00         |
| 3 DEPUTY COMMISSIONER, BONGAINGAON        | 10.00          |
| 4 DEPUTY COMMISSIONER, CACHAR             | 80.00          |
| 5 DEPUTY COMMISSIONER, DARRANG, MANGALDAI | 567.00         |
| 6 DEPUTY COMMISSIONER, DHEMAJI            | 220.00         |
| 7 DEPUTY COMMISSIONER, DHUBRI             | 180.00         |
| 8 DEPUTY COMMISSIONER, DIBRUGARH          | 20.00          |



|    |  |        |
|----|--|--------|
| 9  | DEPUTY COMMISSIONER, DIMA HASAO                  | 20.00  |
| 10 | DEPUTY COMMISSIONER, GOALPARA                    | 205.00 |
| 11 | DEPUTY COMMISSIONER, GOLAGHAT                    | 105.00 |
| 12 | DEPUTY COMMISSIONER, HAILAKANDI                  | 30.00  |
| 13 | DEPUTY COMMISSIONER, JORHAT                      | 80.00  |
| 14 | DEPUTY COMMISSIONER, KAMRUP                      | 150.00 |
| 15 | DEPUTY COMMISSIONER, KAMRUP(METRO)               | 85.00  |
| 16 | DEPUTY COMMISSIONER, KARBI ANGLONG               | 25.00  |
| 17 | DEPUTY COMMISSIONER, KARIMGANJ                   | 40.00  |
| 18 | DEPUTY COMMISSIONER, KOKRAJHAR                   | 60.00  |
| 19 | DEPUTY COMMISSIONER, LAKHIMPUR                   | 125.00 |
| 20 | DEPUTY COMMISSIONER, MORIGAON                    | 340.00 |
| 21 | DEPUTY COMMISSIONER, NAGAON                      | 180.00 |
| 22 | DEPUTY COMMISSIONER, NALBARI                     | 260.00 |
| 23 | DEPUTY COMMISSIONER, SIVASAGAR                   | 50.00  |
| 24 | DEPUTY COMMISSIONER, SONITPUR                    | 660.00 |
| 25 | DEPUTY COMMISSIONER, TINSUKIA                    | 230.00 |
| 26 | DEPUTY COMMISSIONER, UDALGURI                    | 10.00  |
| 27 | SUB DIVISIONAL OFFICER (CIVIL), BAJALI, PATHSALA | 70.00  |
| 28 | SUB DIVISIONAL OFFICER (CIVIL), BIJNI            | 1.00   |
| 29 | SUB DIVISIONAL OFFICER (CIVIL), BILASIPARA       | 280.00 |
| 30 | SUB DIVISIONAL OFFICER (CIVIL), BISWANATH        | 290.00 |
| 31 | SUB DIVISIONAL OFFICER (CIVIL), BOKAJAN          | 10.00  |
| 32 | SUB DIVISIONAL OFFICER (CIVIL), BOKAKHAT         | 160.00 |
| 33 | SUB DIVISIONAL OFFICER (CIVIL), DHAKUAKHANA      | 190.00 |
| 34 | SUB DIVISIONAL OFFICER (CIVIL),                  | 10.00  |
| 35 | SUB DIVISIONAL OFFICER (CIVIL), GOHPUR           | 80.00  |
| 36 | SUB DIVISIONAL OFFICER (CIVIL), GOSSAINGAON      | 10.00  |
| 37 | SUB DIVISIONAL OFFICER (CIVIL), HAMREN           | 25.00  |
| 38 | SUB DIVISIONAL OFFICER (CIVIL), HOJAI            | 290.00 |
| 39 | SUB DIVISIONAL OFFICER (CIVIL), JONAI            | 180.00 |
| 40 | SUB DIVISIONAL OFFICER (CIVIL), KALIABOR         | 330.00 |
| 41 | SUB DIVISIONAL OFFICER (CIVIL), LAKHIPUR         | 40.00  |
| 42 | SUB DIVISIONAL OFFICER (CIVIL), MAIBONG          | 5.00   |
| 43 | SUB DIVISIONAL OFFICER (CIVIL), MAJULI           | 290.00 |
| 44 | SUB DIVISIONAL OFFICER (CIVIL), MARGHERITA       | 15.00  |
| 45 | SUB DIVISIONAL OFFICER (CIVIL), NAZIRA           | 15.00  |
| 46 | SUB DIVISIONAL OFFICER (CIVIL), NORTH SALMARA    | 110.00 |
| 47 | SUB DIVISIONAL OFFICER (CIVIL), RANGIA           | 200.00 |
| 48 | SUB DIVISIONAL OFFICER (CIVIL), SADIYA           | 40.00  |
| 49 | SUB DIVISIONAL OFFICER (CIVIL), SALBARI          | 15.00  |
| 50 | SUB DIVISIONAL OFFICER (CIVIL), SONARI           | 10.00  |
| 51 | SUB DIVISIONAL OFFICER (CIVIL), SOUTH SALMARA,   | 520.00 |
| 52 | SUB DIVISIONAL OFFICER (CIVIL), TAMULPUR         | 15.00  |
| 53 | SUB DIVISIONAL OFFICER (CIVIL), TITABAR          | 10.00  |

**Grand Total**

**Rs.7608.00**

*W. C. Paul*

**Agenda Item No 23 :**

**Post facto approval of Rehabilitation Grant.**

**Resolution:** SEC accorded Post facto approval for Rehabilitation Grant amounting to Rs. 14,78,08,050/- issued by the Revenue & DM Department as placed below:


| Sl.No | Name of district | Sanction Order No. & date             | Amount sanctioned | Nature of calamity |
|-------|------------------|---------------------------------------|-------------------|--------------------|
| 1.    | Nalbari          | a)RGR.229/2011/253<br>dtd.5.8.2011    | Rs.1,98,32,500/-  | C/Storm            |
|       |                  | b)RGR.244/2011/110<br>dtd.1.9.2011    | Rs.55,22,000/-    | C/Storm            |
| 2.    | Darrang          | a)RGR.231/2010/46<br>dtd.9.8.2011     | Rs.37,000/-       | Fire               |
|       |                  | b)RGR.658/2010/245<br>dtd.29.8.2011   | Rs.27,78,000/-    | Storm              |
|       |                  | c)RGR.276/2011/28<br>dtd.25.10.2011   | Rs.36,000/-       | Fire               |
|       |                  | d)RGR.167/2010/23<br>dtd.22.11.2011   | Rs. 15,00,000/-   | Storm              |
|       |                  | e)RGR.02/2012/92<br>dtd.30.07.2012    | Rs.12,000/-       | Fire               |
| 3.    | Karimganj        | RGR.401/2010/Pt.I/15<br>dtd.9.9.2011  | Rs.1,21,77,000/-  | Flood,2010         |
| 4.    | Cachar           | RGR.403/2011/191<br>dtd.30.04.2012    | Rs.1,29,92,000/-  | C/Storm            |
| 5.    | Morigaon         | RGR.633/2005/427<br>dtd.16.05.2012    | Rs.46,69,000/-    | Flood              |
| 6.    | Tinsukia         | a)RGR.247/2012/127<br>dtd.17.05.2012  | Rs.1,95,00,000/-  | C/Storm            |
|       |                  | b) RGR.367/2012/372<br>dtd.26.07.2012 | Rs.5,17,29,600/-  | Storm              |
| 7.    | Dhubri           | RGR.47/2011/Pt.I/31<br>dtd.9.9.2011   | Rs.20,000/-       | Fire               |
| 8.    | Goalpara         | RGR.423/2010/10<br>dtd.13.9.2011      | Rs.12,000/-       | Fire               |
| 9.    | Lakhimpur        | a)RGR.174/2011/24<br>dtd.13.9.2011    | Rs.14,000/-       | C/Storm            |
|       |                  | b)RGR.124/2011/132<br>dtd.31.7.2012   | Rs.35,60,450/-    | Flood,2010         |
|       |                  | c)RGR.32/2012/Pt/49<br>dtd.31.07.2012 | Rs.89,23,500/-    | Flood,2010         |
| 10.   | Dhemaji          | a)RGR.360/2010/51<br>dtd.30.09.2011   | Rs.1,11,000/-     | Fire               |
|       |                  | b)RGR.280/2011/52<br>dtd.22.11.2011   | Rs.18,10,000/-    | Flood              |



|     |              |   |                   |         |
|-----|--------------|---|-------------------|---------|
| 11. | Dibrugarh    | a)RGR.125/2011/14<br>dtd.15.10.2011       | Rs.37,000/-       | Fire    |
|     |              | b)RGR.208/2011/5<br>dtd.14.11.2011        | Rs.40,000/-       | Storm   |
|     |              | c)RGR.56/2012/17<br>dtd.21.5.2012         | Rs.37,500/-       | Fire    |
|     |              | d)RGR.55/2012/15<br>dtd.21.05.2012        | Rs.35,000/-       | Fire    |
| 12. | Kamrup ( R ) | a)RGR.513/2009/59 dtd.<br>28.10.2011      | Rs.24,000/-       | Fire    |
|     |              | b)RGR.415/2010/123<br>dtd.21.11.2011      | Rs.48,000/-       | Fire    |
|     |              | c)RGR.01/2010/31 dtd<br>21.11.2011        | Rs.37,000/-       | Fire    |
|     |              | d)RGR.415/2010/129<br>dtd.12.7.2011       | Rs1,11,000/-      | Fire    |
|     |              | e)RGR.492/2008/41<br>dtd.12.7.2011        | Rs.13,500/-       | Fire    |
| 13. | Sivasagar    | a)RGR.254/2011/13<br>dtd.31.10.2011       | Rs.12,000/-       | Fire    |
|     |              | b)RGR.343/2011/11<br>dtd.10.08.2012       | Rs.15,000/-       | Fire    |
| 14. | Golaghat     | RGR.190/2011/17<br>dtd.1.11.2011          | Rs.3,96,000/-     | Storm   |
| 15. | Udaiguri     | a)RGR.200/2011/23<br>dtd.04.11.2011       | Rs.2,99,000/-     | Storm   |
|     |              | b)RGR.310/2011/16 dtd.<br>18.11.2011      | Rs.4,500/-        | Storm   |
|     |              | c)RGR.288/2011/68<br>dtd.18.11.2011       | Rs.5,98,500/-     | Storm   |
|     |              | d)RGR.319/2011/7<br>dtd.22.11.2011        | Rs.10,000/-       | Storm   |
|     |              | e)RGR.290/2011/44<br>dtd.1.12.2011        | Rs.5,16,500/-     | Storm   |
| 16. | Nagaon       | RGR.205/2011/66<br>dtd.14.11.2011         | Rs.62,000/-       | Fire    |
| 17. | Baksa        | a)RGR.344/2010/Pt.I/102<br>dtd.16.11.2011 | Rs.10,000/-       | Fire    |
|     |              | b)RGR.831/2008/76<br>dtd.21.11.2011       | Rs.24,000/-       | Flood   |
| 18. | Kamrup ( M)  | RGR.1/2010/30<br>dtd.21.11.2011           | Rs.12,000/-       | Fire    |
| 19. | Bongaigaon   | RGR.629/2010/138<br>dtd.22.11.2011        | Rs.2,17,500/-     | Cyclone |
| 20. | Sonitpur     | RGR.256/2011/9<br>dtd.29.11.2011          | Rs.12,000/-       | Storm   |
|     |              | Grand Total                               | Rs.14,78,08,050/- |         |

*M. J. J. J.*

The meeting ended with a vote of thanks from the Chair.



(Shri Naba Kumar Das)


Chief Secretary, Assam & Chairman  
State Executive Committee

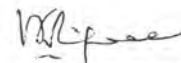
Memo No. RGR/DM/1/2012/Pt/31

Dated 22<sup>nd</sup> August 2012

Copy to:

1) All Members

  
~~Principal Secy.~~  
~~Revenue & DM Dept.~~



(V.K. Pipersenia)

Principal Secretary

Revenue & Disaster Management Department