

Minutes of the 7th Meeting of the State Executive Committee held on 11th May 2012 at 11:00 A.M. in the Conference Room of the Chief Secretary's Office.

The list of 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 6th Meeting of the State Executive Committee

Resolution: The State Executive Committee confirmed the minutes of the 6th meeting of the SEC held on 7th January 2012.

Agenda Item No. 2: Review of the action taken on the decisions of the 6th 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 6 th meeting of the SEC	Suggestions of SEC
<p>Home Department</p> <p>A. Capacity Building of SDRF Personnel</p> <p>Addl. DG & Director, Assam Fire Service Organization (AFSO) apprised SEC that one batch of SDRF consisting of 100 personnel have already been trained and deployed at different Fire Service Stations of Assam viz. North Lakhimpur, Dhemaji, Silapathar, Bhuragaon, Goalpara, Dhubri, Silchar, Karimganj, Hailakandi, Kampur, Raha and Mankachar. He also apprised that these personnel will be utilized for Search & Rescue operations including Fire incidents and other emergencies and they have been provided with all available equipments of the department. Further, he said that procurement of essential sophisticated equipments to be provided to these personnel is also in process.</p> <p>He also informed SEC that another batch of 100 personnel is undergoing training and would be deployed shortly.</p>	<p>A. SEC took note of the matter</p>

Magarika

<p>He further apprised SEC that the SDRF personnel have been placed under the command and control of Station Fire Officer of concerned districts.</p> <p>B. Capacity Building of existing personnel in Fire Service</p> <p>Addl. DG & Director Assam Fire Service Organization apprised SEC that not much progress has been made regarding functional integration of the training institute of Civil Defence & Home Guards at the Central Training Institute, Panikhaiti for capacity building of existing personnel in Fire Service.</p> <p>C. Renaming of the Fire Service Department & Amendment to the Assam Fire Service Act</p> <p>SEC had requested Home Department to first go ahead with the renaming of the Fire Service Organization till necessary views and approval of Finance and Legislative department is received.</p>	<p>B. SEC advised SFSO, Assam to initiate necessary steps for the functional integration of the Central Training Institute, Panikheti with the Fire Services Training Institute.</p> <p>C. Home Department was directed to expedite the matter and submit compliance report.</p>
<p>Health Department</p> <p>1. Training Action Plan & Module on Emergency Health management</p> <p>Health Department informed SEC that the Training module on Emergency Health Management has been finalized and will be sent to ASDMA by 14th May 2012.</p> <p>2. Integration of Emergency Help Line Nos</p> <ul style="list-style-type: none"> • Health Department informed SEC that 90 % of the activities regarding operationalization of the Emergency Help line numbers have been completed and the whole process will be completed within a month. • For inauguration of the Emergency Help line numbers, health Department has taken necessary steps for taking a convenient date of the Hon'ble Chief Minister and sent the file to the Principal Secretary, Revenue & DM Department for his endorsement. 	<p>1. SEC took note of the matter</p> <p>2. SEC took note of the matter. Since Principal Secretary, Revenue & DM was on leave for a month, SEC directed Health Department to send the concerned file to CEO, ASDMA for seeking a convenient date from Hon'ble Chief Minister for launching the Project.</p>

Wagunika.

<p>Crisis Management Plan / SOP& notification of Crisis Management Group</p> <p>i) ASDMA informed SEC that SOPs have been received from Air Force, NDRF, AFSO, etc. and ASDMA is compiling the same for dissemination to the Deputy Commissioners for reference.</p> <p>ii) ASDMA also informed SEC that steps have been taken for notification of the Crisis Management Group immediately.</p>	<p>i) SEC took note of the matter</p> <p>ii) SEC directed ASDMA to bring out the revised notification of the Crisis Management Group at the earliest.</p>
<p>PWD Buildings</p> <p>1. ASDMA informed SEC that PWD Building had submitted an estimate of Rs 8,98,70,000/ for conducting NDT tests in 1000 buildings. Subsequently ASDMA has asked from PWD (Building) for details regarding Departments who own these 1000 buildings for conducting ND Test. Once the details are obtained then ASDMA would move P & D Department for placing required plan funds with PWD (Building) for executing the ND Test.</p> <p>2. Status note on renovation of office building of ASDMA.</p> <p>PWD (B) informed that the building renovation for ASDMA office would be completed and handed over to ASDMA within May 2012.</p>	<p>1. SEC took note of the matter</p> <p>2. SEC took note of the matter</p>
<p>Education Department</p> <p>As directed by SEC, ASDMA had a separate meeting with Education Department wherein the following decisions were taken :</p> <p>1. For School Safety Plans and Mock drills, Education department would incorporate separate clauses regarding the same as an essential feature for registration under SEBA. The necessary amendments for registration guidelines would be made within a time frame of six months.</p> <p>Further, the department would also amend the Non-governmental Education Institution Act 2006 in the lines of the proposed modification of the guidelines of</p>	<p>1. Director Secondary Education, Assam informed SEC that regarding School Safety Plans , letters have been issued to all Inspector of Schools to take appropriate action for preparation of Disaster Management plan for each Secondary Schools both Govt. and private.</p> <p>The Directorate of Secondary Education has also prepared a Model DM Plan for Schools and uploaded the plan in their</p>

Magamika.

SEBA so that permission for granting affiliation would be dependent on a school having DM Plans and conduct of regular mock drill.

website viz. www.madhyamik.in and all inspector of Schools have been directed to get the School DM plan prepared by each school.

Regarding amendment to Non-Govt. Educational Institution Act 2006 for incorporation of the provision of Disaster Management Plan in such schools for obtaining permission/recognition etc. it was informed that Secondary Education have engaged one Deputy Director and one Assistant Director to prepare the draft.

2. Education Department also assured in that meeting that they would issue notices within a week to all the 22 schools for compliance with GMC guidelines within one month, failing which recognition will be withdrawn.

2. The department informed that show cause notice has been served to Principals/Headmasters of 16 nos of schools who have not followed safety norms as per provision of National Building Code of India.

SEC directed Education Department to follow up on the Notices and submit compliance report to ASDMA for appraisal of Chairperson SEC.

GDD

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

As advised by SEC, ASDMA held a separate meeting with GDD, GMC, GMDA and UDD on 5th March 2012 where the following decisions were taken:

1. GDD will complete the structural safety audit of all the High Rise Buildings of Guwahati city within three months.

GMC will complete the safety audit of the water reservoirs in the city within a month.

SEC took note of the decisions taken in the meeting held with GDD, GMC, GMDA and directed GDD department to submit compliance report on all the actions to ASDMA for appraisal of Chairperson SEC.

Madhyamik

<p>2) Jagabandhu Apartment</p> <p>a) GDD will submit the final report on compliance of safety measures with regard to Jagabandhu Apartments as suggested by the Expert Committee by July 2012.</p> <p>b) GMC informed that notices have been issued to the occupants of Jagabandhu Apartment and will take necessary follow up action on the notices.</p> <p>1. Occupancy certificate for residential and commercial buildings.</p> <p>GMC / GMDA will carry out a joint exercise for identification of the Residential & Commercial buildings in the city which have been occupied without occupancy certificates and issue notices and impose penalty/seal the building against the erring owners of the buildings.</p>	<p>2) SEC took note of the matter and directed GDD/GMC to submit action taken report to ASDMA.</p> <p>3) SEC took note of the matter and directed GMC/GMDA to keep ASDMA apprised on the matter.</p>
<p>UDD</p> <p>Status on Uniform Building Bye-laws and Amendment to the Municipal Act 1956.</p> <p>UDD informed that the bill to empower the department to make Uniform building Bye Laws for the entire State has been passed in the last Assembly Session.</p> <p>The Department further informed that the steps are now being initiated for its notification.</p>	<p>SEC took note of the matter and requested UDD to expedite the matter.</p>
<p>Land for Assam Institute of Disaster Management</p> <p>SEC in its earlier meeting had directed ASDMA, Revenue & DM Department, Deputy Commissioner, Kamrup Metro and Water Resource Department to arrange for a joint visit to the site and have a dialogue to draw up a plan of action for optimal use of the land.</p> <p>ASDMA apprised SEC that the matter was discussed by CEO ASDMA with Addl Chief Secretary, Water Resource and it was informed that the Water Resource Department was planning to set up the River Research Institute in that plot of land. Hence, only a part of the land measuring about 11 bighas maximum would perhaps be available for the setting up of the Assam</p>	<p>SEC took note of the matter and advised Revenue Department to find an alternate plot that would meet the requirements for setting up of the Assam Institute of Disaster Management.</p>

slayamike

<p>Institute of Disaster Management which would not suit the purpose of AIDM .</p>	
<p>Working Group on Guwahati Floods</p> <p>The Commissioner, Guwahati Municipal Corporation (GMC) informed SEC that the desilting / cleaning of the city drains has started and steps have also been taken to impose strict restriction on the use of polythene bags in Guwahati City.</p>	<p>SEC took note of the matter and advised GMC to identify a proper dumping site.</p>
<p>Integration of the State Control Room & Home Department</p> <p>Home Department informed SEC that SAD has been requested to provide additional space for seating of additional personnel from Home Department adjacent to the existing State Control Room (SDR & IC) in CM's Block for proper integration of the Home Department and the SDR & IC.</p>	<p>SEC took note of the matter and directed Home Department to expedite the integration process and ensure smooth flow of information to the SDR & IC.</p>
<p>Fire safety measures in Stadiums</p> <p>SEC in its earlier meetings had requested the Director, Sports, to take necessary steps for providing water Hydrants in the Stadiums at the earliest.</p> <p>Directorate of sports informed SEC in the last meeting that the directorate has already prepared the plan and estimates for the same. However, no further action was taken as the same requires approval of the Governing Body and the Governing Body had not met.</p> <p>SEC then directed the Assam Fire Service Organization (AFSO) to examine the functionality of the water hydrants installed in the stadiums and if they are found to be non-functional to prohibit any games / function in the stadiums.</p>	<p>The Director, AFSO informed SEC that Sports directorate does not seek for any NOC from Fire Services for holding such events. Hence, prohibiting any games/function in the stadium does not arise.</p> <p>SEC took note of the matter and directed Directorate of Sports to take necessary steps for providing water Hydrants in the Stadiums at the earliest.</p>

Wazir

<p>Water Hydrants in Guwahati City</p> <p>SEC directed ASDMA to convene a meeting at the level of the Principal Secretary, Revenue & DM Department for sorting out all the pending issues relating to GDD including the provision of water hydrants in the city. ASDMA, accordingly had a meeting with GDD on 5th March 2012 wherein GDD assured that installation of the water hydrants in Guwahati city will start within 30 days from the date of the meeting.</p>	<p>CEO, GMDA informed SEC that 56 places have been identified for installation of Fire Hydrants and the installation will start within 15 days.</p> <p>SEC directed GDD to accelerate the installation of Fire Hydrants in the city in view of the frequent outbreak of fire incidents in the city.</p>
<p>State Disaster Management Plan</p> <p>ASDMA informed SEC that TARU had submitted the draft as per schedule which was discussed internally in-house by the officials of ASDMA wherein it was decided that there would be the main SDMP document and also an abridged version.</p> <p>The main document has been submitted by TARU to ASDMA and the abridged version will be submitted by end- May 2012.</p> <p>After the submissions, a presentation will be arranged by ASDMA on the State Disaster Management Plan for appraisal of the Chairperson, SEC.</p>	<p>SEC took note of the matter.</p>
<p>Road Map for Earthquake Risk Mitigation in Assam.</p> <ol style="list-style-type: none"> 1. SEC in its last meeting directed ASDMA to conduct the study on Seismic Monitoring Facilities in Assam in collaboration with technical institutes at the earliest. ASDMA informed SEC that it has finalized the scope of work as per the decision of the Technical Committee and has requested IIT Roorkee and ISR, Gandhinagar for proposal in this regard. 2. SDMA had informed SEC that GDD had submitted copy of the inception report of CEPT, Ahmedabad regarding revision of building bye-laws of Guwahati and the same is being studied by ASDMA for necessary comments. <p>ASDMA also informed SEC that in the meeting held with</p>	<p>1.& 2. SEC took note of the matter and directed ASDMA to expedite the follow up action on the matter.</p>

Handwritten signature

GDD on 5th March, the issue was discussed and Commissioner & Secretary GDD informed that the CEPT report has two recommendations: i) Revision of building bye laws for Guwahati city & ii) Expanding Guwahati Municipal areas to incorporate those satellite fringes where at present developmental regulations are not applicable. He further informed that the revised bye-laws have been prepared and the Master Plan is also being revised based on these recommendations.

In the meeting, it was further decided that Urban Development Department will review these recommendations for initiating action for developing master plans for other major Cities / towns of the State.

3. 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

3. District Commandant, Civil Defence & Home Guards, Kamrup Metro on behalf of the DG Civil defence & Home Guards informed SEC that the matter has been coordinated with Mr. Anup Kumar Singh of Gujarat Police. However, details of the same would be apprised in the next meeting of SEC.

Setting up of the Revenue Circle level Disaster Information & Response Centre (RCDI&RC)

ASDMA apprised SEC the following with regard to the operationalization of the RCDIRC in five districts:

1. **Dhemaji:** All the 4 centres are ready, and agency selected.
2. **Lakhimpur:** All the 7 centres are ready ,and agency selected
3. **Dibrugarh:** All the 7 centres are ready and agency selected.
4. **Kamrup:** 9 out of 11 centres are ready and agency selected.
5. **Kamrup Metro:** 3 centres are ready and in 3 centres the work is in process. Advertisement given but agency not yet selected.

ASDMA also informed SEC that the RCDIRC's will be operational during this flood season.

SEC took note of the matter.

Mazumdar

Strengthening of 11 District Disaster Response and Information Centre (DDRIC)

ASDMA apprised SEC the following status of strengthening the DDRIC:

1. **Dhemaji:** Outsourcing of personnel is in process and furniture procured.
2. **Lakhimpur:** Agency selected and furniture procured
3. **Morigaon:** Agency selected and furniture procured
4. **Nagaon:** Advertisement given, agency not yet selected. Furniture procured
5. **Nalbari :** Agency selected, personnel not yet placed. Furniture procurement is in process.
6. **Barpeta :** Agency selected, personnel not yet placed. Additional fund proposed for procurement of furniture.
7. **Dhubri:** Advertisement given, agency not yet selected. Furniture procured.
8. **Goalpara:** Agency selected, personnel not yet placed. Furniture procured.
9. **Cachar :** Agency selected, personnel not yet placed. Procurement nearly completed.
10. **Hailakandi:** Agency not found. DDMA is proposing to recruit personnel keeping the TOR same as outsourced. Furniture procured.
11. **Karimganj :** The DEOC is being used to store EVMs and cannot be vacated due to a pending court case. Hence, funds were not released.

ASDMA also informed SEC that Ten(10) Nos of DDRICs will be operational 24x7x365 from May 2012

SEC took note of the matter and directed ASDMA to ensure operationalization of the DDRICs within the stipulated time in the current flood season.

Widening of Roads in Guwahati City

SEC directed DC Kamrup Metro to submit the estimates for the roads to be widened.

Deputy Commissioner & Chairman, DDMA Kamrup Metro has submitted estimates of 35 narrow roads along with request for issue of required notification to ASDMA.

Since the requiring department is GDD, ASDMA has forwarded the proposals & Estimates to the concerned department for necessary action.

Since there was no representation from GDD, the status of the proposal could not be apprised to SEC.

SEC directed GDD to expedite steps for widening the narrow roads of the city.

Handwritten signature

<p>RFP for Design, Development and Maintenance of official website of ASDMA</p> <p>SEC in the 6th meeting approved the (1) engagement of an appropriate agency and (2) to the Request for Proposal document through which the agency is sought to be engaged for Design, Development and Maintenance of the official website of ASDMA.</p> <p>ASDMA placed the details of the Request for Proposal as a separate agenda item</p>	<p>SEC took note of the matter and approved awarding the contract to the qualified agency as placed in Agenda 4 of this minutes.</p>
<p>State Emergency Operation Centre</p> <p>SEC approved the Plan and Estimate prepared by PWD (B) for construction of the State Emergency Operation Centre amounting to Rs 13,36,58,000/ for approaching the Planning & Development Department for providing the necessary funds under the 12th Five Year Plan in a phased manner.</p> <p>ASDMA had submitted the proposal to P & D Department for providing necessary fund under the 12th Five Year Plan. However, no fund for construction of the SEOC has been placed in the Annual Plan 2012-13.</p>	<p>SEC took note of the matter and advised ASDMA to approach P&D Deptt again.</p>
<p>Conduct of Earthquake Mock drill in the Secretariat Complex</p> <p>SEC directed ASDMA to coordinate with 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>Since SAD was unrepresented, the progress could not be apprised to SEC.</p> <p>SEC however directed ASDMA to follow up with SAD in this regard.</p>
<p>Plan Funds for Disaster Management in the 12th Five Year Plan & Annual Plan 2012-13</p> <p>ASDMA apprised SEC that as directed, a presentation was made to Principal Secretary, P&D Department P & D department has allotted an amount of Rs. 2.00 crore for Disaster Management Works under Revenue & DM Deptt.</p> <p>However, in the budget the same has not been reflected due to an error of Finance (Budget) which the Director Budget has assured would be rectified through an 'Errata'.</p>	<p>Finance Department assured that the Errata would be issued and rectification made.</p> <p>SEC directed Finance Department to make the necessary correction at the earliest.</p>

W. K. K. K.

<p>Involvement of Civil Defence Volunteers & Ex-Servicemen in Disaster Management</p> <p>ASDMA informed SEC that as directed, all Deputy Commissioners have been directed to reactivate the Civil Defence setup in the districts and also draw up a plan for utilizing the ex- servicemen in the districts for disaster management activities.</p>	<p>SEC took note of the matter</p>
<p>Building Safety Audit</p> <p>SEC decided that PWD(B) should consider conducting a Safety Audit of all government buildings and devise a strategy for the same.</p>	<p>SEC Directed PWD(B) to submit action taken report regarding steps taken for conduct of safety audit of the government buildings.</p>

Agenda Item No 3: Work Plan for the National School Safety Project (NSSP) to be supported by NDMA

Resolution: SEC took note of the Work Plan for the National School Safety Project (NSSP) as placed below for future monitoring:

Yearly Budget of National School Safety Project Assam

Sl No	Activities	Cost per district X 2 districts			Sub-Total A (a+b+c x 2)	State level			Sub Total B	State & District Total (Sub Total A + Sub Total B)
		1 st year a	2 nd year b	3 rd & Final year c		1 st year	2 nd year	3 rd & Final year		
Component: I : Capacity building : 200 schools in each of Kamrup & Tinsukia districts										
1.	Translation & printing of Teachers Training Module in Regional Language	0	0	0	0	182000	0	0	182000	182000
2.	ToT for programme districts : total 30 Trainers @ 15 each district	0	0	0	0	1,20,000	180000	0	300000	300000
3.	Training of teachers : total 1000 teachers in two districts	450000	900000	150000	300000	0	0	0	0	3000000

Magazine

	@ 500 teachers each district									
4.	Grant in aid for 400 schools @ 200 schools in each district @ Rs. 5000 approx. per school for preparation of School DM Plan	300000	600000	100000	2000000	0	0	0	0	2000000
5.	Review and approval of School DM Plan prepared by the programme schools: Rs. 200000 @ Rs. 100000 per district	30000	60000	10000	200000	0	0	0	0	200000
6.	Disaster preparedness kits for 400 schools @ Rs. 1000 approx	60000	120000	20000	400000	0	0	0	0	400000
7.	Mock drills in 400 schools @ 200 schools in each two district @ Rs. 1000 approx	60000	120000	20000	400000	0	0	0	0	400000
Component: II: IEC activities										
8.	Translation, printing & dissemination of IEC Materials @ Rs. 455000 per State	0	0	0		455000	0	0	455000	455000
9.	State level sensitisation programme	0	0	0		100000	100000	0	200000	200000
10.	Grant in Aid to State	0	0	0		750000	1500000	250000	2500000	2500000

12/12/2011

	Education Department to organise sensitisation programme, children events like painting competitions, essay writing competitions quiz. Debates etc. @ Rs. 1250000 for Elementary & Secondary education Department									
Component: III:		Non Structural measures								
11.	Capacity building training of Engineers: @ Rs. 680000 approx	0	0	0		340000	340000	0	680000	680000
12.	Rapid visual survey of 400 schools @ 200 schools in each two district @ Rs. 6000 per school (all cost included for the survey and report)	600000	600000	0	2400000	0	0	0	0	2400000
13.	Non structural mitigation measures in 400 schools ,200 each in the two district @ Rs. 10300 per school	600000	1200000	200000	4000000	0	0	0	0	4000000
Component: IV:		Demonstrative retrofitting of one schools in the State								
14.	Structural retrofitting of a senior secondary school with more than 1500 students	0	0	0		0	1000000	2000000	3000000	3000000

Wagmike

Component: V:		Project management & Implementation support								
15.	Engagement of technical support agency, hiring of professional experts, CBT & IEC component, travel and other administrative expenditure Rs. 1936000 approx for three years	0	0	0	0	420375	840750	140125	1401250	1401250
		2100000	3600000	500000	12400000	2367375	3960750	2390125	8718250	21118250
GRAND TOTAL										

Agenda Item No 4: RFP on Website development for ASDMA

Resolution: SEC approved the i) Awarding of the work to Web.com (India) Pvt. Ltd. Chandmari, Guwahati for Design, Development and Maintenance of the official website of ASDMA for Rs 3,86,365/- and ii) the Terms of Agreement to be entered with Web.com (India) Pvt. Ltd. Chandmari, Guwahati for Design, Development and Maintenance of the official website of ASDMA placed as Annexure I

Agenda Item No 5: Financial requirement of NESAC for extension of FLEWS Project to 6 more districts (total 14 districts) of the State

Resolution: SEC approved the proposal amounting to Rs 93,66,750/ submitted by NESAC as shown below for extending the FLEWS project to cover 6 additional districts viz. Darrang, Nagaon, Morigaon, Sivsagar, Dhubri and Goalpara. The details of the proposal is placed as Annex II

Budget for coming three years (2012, 2013 & 2014) for FLEWS implementation

Sl no	Cost Head	2012-13	2013-14	2014-15	Total Budget
1	High resolution satellite images for embankment monitoring for three years	9,60,000	9,60,000	9,60,000	120 Scenes for three years = 360 scenes @ Rs 8000/- = Rs. 28,80,000/-

Neelamika

2	Manpower (One research scholar each for Upper Assam, Lower Assam & Barak valley) for three years.	7,80,000	7,80,000	7,80,000	3 nos JRF @ Average annual salary of Rs. 2,60,000/- for 3 years = 2,60,000 * 3 * 3 = Rs. 23,40,000/-
3	Field work for River cross sections and embankment monitoring for 3 years	2,00,000	2,00,000	2,00,000	3 years @ 200,000/= per year = Rs. 600,000/=
4	Hardware requirement for research scholars	Lump sum budget in 2012-13			3 work station computers @ 75,000/- = 3* 75,000/- = Rs. 2,25,000/=
5	Software requirements for research scholars	Lump sum budget in 2012-13			3 sets of GIS & Image processing software @ 6,50,000/- = 3* 6,50,000/- = Rs. 19,50,000/=
6	Printing of periodic maps and reports under embankment monitoring for three years	50,000	50,000	50,000	3 years @ 50,000/- per year = 3* Rs. 50,000/- = Rs. 1,50,000/=
Total :					Rs. 81,45,000/=
Institutional Overhead Charges @ 15 %					Rs. 12,21,750/=
Grand Total Budget					Rs. 93,66,750/

Agenda Item No 6: MoU for collaboration with the Asian Institute of Technology (AIT) Bangkok

Resolution: SEC approved the draft MoU for collaboration between Asian Institute of Technology (AIT), Bangkok & ASDMA for consideration of the State Disaster Management Authority. The copy of the MoU is placed as Annex III.

Agenda Item No 7: Conducting capacity building activities by TISS & AIDMI

Resolution: SEC approved the conduct of the trainings as shown in the table below for an amount of Rs 8,91,00,224/- for the year 2012-13 by TISS & AIDMI. SEC also approved the Terms & Conditions of the Agreement with TISS & AIDMI allowing for change in the payment terms ie TISS to be paid the costs for each training being conducted by them on the basis of the number of participants as mentioned against each training even when there is a shortfall of participants, subject to TISS undertaking the entire drill as mentioned in the terms and conditions and ASDMA being satisfied that all efforts have been made by TISS for ensuring full participation. The copy of the Terms and conditions with TISS and AIDMI is placed as Annex IV & V

Signature

SI No	Name of the training	Group	No of participants per training	No of trainings to be conducted till March 2013	Total No of participants covered	Financial Involvement	Agency identified for conducting the trainings
1	Hospital Preparedness & Mass Casualty Management	Doctors & Hospital Administrators	40	27	1080	11708442	TISS
2.	Mass Casualty Management	Paramedics / Response Force	40	27	1080	9325130.4	TISS
3.	Earthquake Resistant Technology for Engineers	Engineers	40	27	1080	11708442	TISS
4.	Retrofitting Techniques	Engineers	30	5	150	2239258.5	TISS
5.	Earthquake Resistant Design	Architects	30	2	60	840156	TISS
6.	Assessment of Seismic Resistance of buildings	Junior Engineers	30	10	300	2746407	TISS
7.	Earthquake Resistant Technology for Masons	Masons	30	27	810	6737175	TISS
	Daily wage for 810 masons for 3 days					486000	
8.	Role of PRIs/ULBs in DM	PRIs/ULBs	40	21	840	7252879.2	TISS
9.	School Safety including School DM Plans	Teachers	40	40	1600	16313344	AIDMI
10.	Public Health in Emergencies	PHE officials etc	40	10	400	3507624	TISS
11.	Preparation of Departmental DM Plans	All department officials	25	2	50	534424	TISS
12.	Comprehensive Disaster Risk Management training, CBDO & Gender Issues in DM	All stakeholders	40	27	1080	11708442	TISS
13	Climate Change & Disaster management	All stakeholders	40	10	400	3992500	TISS
	TOTAL			235	8930	89100224.1	

Maganika

Agenda Item No 8: Revised Work Plan for Perspective Plans of 2010-11 and 2011-12 under 13th Finance Commission Grant for Capacity Building

Resolution: SEC approved the Re-appropriation of fund of the Work plan for 2010-11 and the new Work Plan for 2011-12 under the 13th Finance Commission Grant for Capacity building as shown in the tables below:

Activity	Original Fund Allocation	Expenditure	Balance	Balance after re-appropriation	Fund Transferred to TISS & AIDMI Projects	Fund transferred to Awareness
"Flood Damage Mitigation Analysis for Barak Valley" – A Project study by NIT	1500000	1500000	0	0	0	0
Setting up of the Assam Institute of Disaster Management – Preparation of a detailed Project Report for setting up the Centre	686000	0	686000	0	0	686000
Strengthening of the Circle Level Disaster Response & Information Centre in 5 districts of Assam	5040000	0	5040000	0	5040000	0
Strengthening the State Disaster Response & Information Centre	5500000	4623885	876115	635000	241115	0
Setting up the Disaster Response & Information Centre at 11 districts of Assam	11000000	6599084	4400916	0	4400916	0
Preparation of GIS maps	7000000	0	7000000	3004025	0	3995975
Awareness Generation	10000000	2321474	7678526	12360501	0	
Training of Volunteers by Civil Defence at CTI, Panikhaiti	3274000	3274000	0	0	0	0
Capacity Building on Preparation of DDMPs, ToT for Masons training, ToT on Emergency Health Management, School Safety, etc.	6000000	2119420	3880580	0	3880580	0
TOTAL	50000000	20437863	29562137	15999526	13562611	4681975

Magamite

New Work Plan 2011-12		
Output	Activities	Amount in Rs
Training & Capacity Building	A. Training for Hospital Preparedness in Disasters :	11708442
	(1) Hospital Preparedness & Mass Casualty Management	
	(2) Mass Casualty Management	9325130.4
	B. Training on Earthquake Resistance Construction Techniques:	11708442
	(1) Earthquake Resistant Technology for Engineers	
	(2) Retrofitting Techniques	2239258.5
	(3) Earthquake Resistant Design	840156
	(4) Assessment of Seismic Resistance Building	2746407
	(5) Earthquake Resistant Technology for Masons+ total daily wage of Masons	7223175
	C. Training for Institutional Capacity Building:	534424
	(1) Preparation of Departmental DM plans	
	(2) Climate Change and Disaster Management	3506500
	D. Training for Community Based Disaster Preparedness :	168065.1
Comprehensive Disaster Risk Management Training, Community Based Disaster Preparedness (CBDP) and Gender Issues in Disaster Management		
	Total	50000000

Agenda Item No 9: Statutory Audit report

Resolution: SEC took note of the Statutory Audit Report submitted by M/s Ganguli & Associates for the year ending March 2010 and March 2011 as placed at Annexure-VI. It further directed ASDMA to approach AG, Assam for the next level of audit as approved in the 2nd meeting of SDMA.

Agenda Item No 10: ASDMA expenditure details for the year 2011-12

Resolution: 1) SEC approved the expenditure including committed liability amounting to Rs 7,96,41,374/- for the year 2011-12 as shown below:

Items of Expenditure	Expenditure in Rupees
Salary	4333721
Office Expenditure	2292116
Mitigation Fund	43911760
Travel Expenditure	205417

W. K. G. G. G.

Equipments	11134559
Response Fund	382635
Professional Fee	270967
Hospitality	610199
Interiors for ASDMA	16500000
Total	79641374

2) SEC also approved re-appropriation of Rs. 1, 88,11,053/- from the H/A Building construction (Rs 1,00,00,000/), Response Fund(Rs 50,00,000/), Equipments (Rs 30,00,000/) and Travel Expenditure (Rs 8,11,053/) to meet the shortfall in the budgeted outlay under mitigation fund of ASDMA and to carry over Rs 1,25,21,423/ unspent balance of 2011-12 to the next year 2012-13.

Agenda Item No 11: Proposed outlay of ASDMA fund for the year 2012-13

Resolution: SEC approved the proposed budgeted outlay for incurring the expenditure amounting to Rs 10,25,21,423/ for the year 2012-13:

Sl no.	Head of Accounts	Amount
1	Salary	16598822
2	Office Expenditure	5000000
3	Travel Expenditure	1000000
4	Equipments	12000000
5	Response Fund	8791298
6	Professional Fee	4000000
7	Hospitality	1000000
8.	Additional Fund for ASDMA office	5668813
	Sub total	54058933
8.	Mitigation Fund	
i)	TISS & AIDMI Project	5537613
ii)	Collaborative Projects	2000000
iii)	Awareness Generation	14507261
iv)	DRR Fund for districts	21840000
v)	Workshops/Seminars	2000000
vi)	State Disaster Resource Network	1000000
vii)	ASDMA Publications	1577616
	Sub total	48462490
	Total	102521423

Atlaganke.

Agenda Item No 12: Conduct the Safety audit through Non- Destructive Test of selected buildings

Resolution: SEC approved the proposal for conduct of the Safety audit of the Deputy Commissioner's office in all the 27 districts through Non- Destructive Test by the PWD (B) for an amount of Rs 24,26,490/ @ Rs 89,870/per building under Plan Fund.

Agenda Item No 13:

A. Work Plan (2012-13) for each District Disaster Management Authority for 17 multihazard districts (Table-A) viz. Kamrup, Kamrup Metro, Dhubri, Goalpara, Barpeta, Bongaigaon Nalbari, Morigaon , Nagaon, Lakhimpur, Dhemaji, Cachar , Jorhat, Dibrugarh, Tinsukia, Darrang & Sonitpur and

B: Work Plan (2012-13) for each District Disaster Management Authority for 10 districts (Table-B) viz. Kokrajhar, Chirang, Baksa,Udalguri, Golaghat, Sivsagar , DimaHasao, KarbiAnglong, Hailakandi & Karimganj.

Resolution: SEC approved the proposed activities and budget requirement for the District Disaster Management Authorities of the 27 districts amounting to Rs 2,18,40,000/- as placed in 'A' & 'B' below which will be met from the ASDMA (Non-Plan) Fund 2012-13 under H/A "Mitigation activities"

A. For 17 multihazard districts

Sl No	Activities proposed	Unit cost	No	Total
1.	DRR activities (Generic)			
	i. DDMP Updation	20000		20000
	ii. DDMA Review meeting (quarterly)	5000	4	20000
	iii. Multihazard assessment of Schools and Hospitals			200000
2.	Community Based Disaster Preparedness			
	i. District level Coordination meeting / Workshop with NGOs/ CBOs / NYK / NSS / Red Cross / Ex-Serviceman etc (1 day)	10000	2	20000
	ii. Training of volunteers	25000	2	50000
	iii. Volunteer recognition / certification and distribution of Volunteer kits	90000		90000
3.	Awareness generation at District level			
	i. Disaster Preparedness Mock Drill (Schools / Hospitals, Lifeline Govt. establishments; twice a year, total 50 places . @ Rs. 5000 x 50 buildings x 2 times)	5000	100	500000

M. K. Singh

	ii. Street plays , mass rally, sensitization meetings , slogan & painting competition etc.	50000		50000
4.	Administrative Support to DDMA	10000	1	10000
Total				9,60,000

B. For other 10 Districts

SI No	Activities proposed	Unit cost	No	Total
1.	DRR activities (Generic)			
	i. DDMP Updation	20000		20000
	ii. DDMA Review meeting (quarterly)	5000	4	20000
	iii. Multihazard assessment of Schools and Hospitals			150000
	iv. College level DM Training programme	25000	2	50000
	v. District level Coordination meeting / Workshop with NGOs/ CBOs / NYK / NSS / Red Cross / Ex-Serviceman etc (1 day)	10000	2	20000
2.	Awareness generation at District level			
	iii. Disaster Preparedness Mock Drill (Schools / Hospitals, Lifeline Govt. Establishments; twice a year, total 25 places. @ Rs. 5000 x 25 buildings x 2 times)	5000	50	250000
	iv. Street plays , mass rally, sensitization meetings , slogan & painting competition etc.	37000		37000
3.	Administrative Support to DDMA	5000		5000
Total				5,52,000

Agenda Item No 14: Media Plan for the Year 2012-13

Resolution: SEC approved the Media Plan 2012-13 of ASDMA amounting to Rs 2,80,00,000/- which will be met from the ASDMA (Non-Plan) Fund, 2012-13 under H/A "Mitigation activities" and H/A Awareness Generation of the 13th Finance Commission Grant for the year 2010-11 as placed below:

MEDIA PLAN 2012 (April 12-March 13)

SL.NO	ITEMS	UNITS	ESTIMATED COST
(A) Below the line Activity			
1	Events		
1	ASDMA Foundation Day	1 event	5,00,000
2	Observing the World Disaster Risk Reduction day 2011	1 event	10,00,000

Wajankar

3	Road Show & Mall Activity	2 nos each	1500000
4	Mock drills, (Schools & Guwahati Apartment Societies)		30,00,000
5	Competitions(Slogan Writing, Photography etc.)	2	2,00,000
6	Rallies, Street Plays, Quiz, Drawing Competitions etc.		5,00,000
II Other			
1	Behaviour Change Communication (BCC): Developing and carrying out activities to attain the second stage of the awareness campaign which is Registration (including Agency charges) • <i>House to house IPC (Inter Personal Communication) activity discussing about the key messages, answering queries, registering volunteers with specific skills.</i> • <i>Followed my Focus Meeting to Create DM groups</i> • <i>Agency/ NGOs would be selected to carry out the activity</i>	100 apartment societies, 100 residential areas, 50 Housing Colonies, 10 Malls, etc.	43,00,000
			1,10,00,000
(B) Above the line Activity			
I	Print Media		55,50,000
II	Electronic Media		50,00,000
III	Outdoor media		25,00,000
IV	IEC materials		10,40,000
V	Publications		17,10,000
VI	Production cost of Creatives etc.		12,00,000
			1,70,00,000
GRAND TOTAL			2,80,00,000

Agenda Item No 15: Creation of additional posts for ASDMA

Resolution: SEC approved in principle the proposal for creation of the 74 nos. of additional posts of different categories for the ASDMA State HQ and the District HQ as mentioned below, subject to approval of Finance Department.

Additional posts for State HQ (13 posts)

- 1 (one) post of Consultant, Landslides
- 1 (one) post of Project Officer, Knowledge Management & Climate Change
- 1 (one) post of Project Officer , Disaster Risk Reduction
- 1 (one) post of Project Officer, Awareness Generation
- 1 (one) post of Technical Assistant (GIS)
- 1 (one) post of Accountant
- 1 (one) Staff Officer in the rank of Project Officer
- 1 (one) Stenographer
- 5 (Five) Research Assistant

Wazir

Additional Posts for DDMA (51 posts)

(17 districts: Kamrup, Kamrup Metro, Dhubri, Goalpara, Barpeta, Bongaigaon Nalbari, Morigaon , Nagaon, Lakhimpur, Dhemaji, Cachar , Jorhat, Dibrugarh, Tinsukia, Darrang & Sonitpur)

- 1 (one) post of Project Officer
- 2 (two) Administrative Assistants

Additional Posts for DDMA (10 posts)

(10 districts: Kokrajhar, Chirang, Baksa, Udalguri, Golaghat, Sivsagar , DimaHasao, KarbiAnglong, Hailakandi & Karimganj)

- 1 (one) Administrative Assistant

Agenda Item No 16: Post facto approval of the SDRF proposals examined and approved by the Sub-Committee of the SEC in the year 2011-12

Resolution: SEC accorded ex-post facto approval to the recommendations of the Sub-Committee of SEC for the SDRF proposals 2011-12 along with ex-post facto approval for the proposals as placed below:

Sl No	Department	No of proposals approved	District	Total amount approved
1.	Water Resource Department	13	Jorhat -4; Sonitpur-2; Dhemaji-4; Golaghat-1 & Lakhimpur-2	35,99,00,891/-
2.	PWD Roads	160	Sonitpur- 13; Dhemaji-57; Darrang-24; Barpeta-21; Lakhimpur-35; Karbi Anglong-3; Golaghat-1 & Dhubri-6	65,13,64,239/

1. Rs. 35,60,400/- approved as financial assistance for damage to crops in 593.40 hac. of land @ Rs. 6000/- per hac.(under Naobaisa in Naraynpur Revenue Circle of Lakhimpur district)
2. Rs. 46,69,000/- approved for sanction to 1334 nos of families@ Rs. 3500/- per family of Morigaon district affected by 2004 floods.

Ex-post facto approval given by the Sub-Committee of the SEC

1. Rs. 3,06,00,000/- for the already executed work FDR to Brahmaputra Dyke at Nimatighat for the year 2011-12 (Jorhat district) .

W. K. G. G. G.

2. Rs. 1,05,03,000/- towards RG given by Revenue & Disaster Management Department for storm, fire and landslide during the year 2011-12.
3. Rs. 1,07,61,375/- towards GR given by Revenue & Disaster Management Department during the year 2011-12.

Agenda Item No 17: Revenue Circle level Disaster Information and Response Centre (RCDI&RC)

Resolution: SEC approved the proposal for utilizing the balance amount of Rs. 1 lakh which was earlier given for equipments, in each of these 35 Revenue Circles for purchase of office furniture for the RCDI&RCs and directed ASDMA to provide standard list of furniture to be procured by the districts against this fund.

Agenda Item No 18: GIS Mapping of Utilities and Infrastructures for Assam

Resolution: SEC approved awarding of the work "GIS Mapping of Utilities and Infrastructures for Assam" to SCIENCE, Dehradun for an amount of Rs.30, 04,025/- (inclusive of revised service tax of 12.3%) along with the Terms of Agreement to be entered with SCIENCE, Dehradun. The terms & Conditions for the Agreement is placed at Annexure-VII.

Agenda Item No 19: Dhubri ferry accident

Resolution: SEC took note of the details regarding the Dhubri Ferry accident and directed IWT Directorate and Transport Department to initiate necessary steps as detailed below for averting such accidents in future.

1. IWT to ensure that all vessels do not exceed their carrying capacity while in operation.
2. IWT to carry out regular safety audits of all vessels being operated for public transport purposes.
3. IWT in collaboration with IMD to take steps to install a Storm warning system for the Ghats selected on pilot basis viz. Dhubri, Phulbari, Fakirganj, Jaleswar, Guwahati, North Guwahati, Dibrugarh (Saikhowa), Sadiya, Jorhat (Nimati ghat) & Kamalabari.
4. IWT to designate Ghat Managers in these Ghats to oversee the operation of the boats, setting up of a danger signal arrangement with Green, Yellow & Red flags to

Magarika

display the prevailing weather conditions, installation of a Notice Board incorporating Dos & Don'ts etc.

5. IWT to develop a tracking system for Ferries plying in the Brahmaputra.

Agenda Item No 20: Other matters

1. Revised Estimate for ASDMA Office

Resolution: SEC approved the revised estimates of PWD (B) amounting to Rs. 56,68,813/ for the additional works of ASDMA Office i.e. Rs. 25,40,600/- & Rs 17,36,000/- for additional civil works and Rs 13,92,213/ for electrical works.

2. Hiring of vehicles for office use of ASDMA.

Resolution: SEC approved ASDMA's proposal for following the approved rates of SSA for car hiring for the year 2012-2013 or till alternative arrangement is made.

3. Procurement of stationery articles and computer consumables by ASDMA for office use.

Resolution: SEC approved ASDMA proposal to follow the approved rates of SAD for procurement of the required stationery articles and computer consumables for the year 2012-2013 or till alternative arrangement is made.

4. Embankment status as reported in the Sentinel dated 26th March 2012

Resolution: SEC took note of the report in the Sentinel quoting Water Resources Department that out of 423 embankments in the State, 298 embankments are out of their endurance limit and therefore, very vulnerable.

Since, Water Resource Department was absent in the meeting SEC directed that the Department may be asked to inform regarding steps initiated by them for safeguarding the people from floods and their plan for strengthening these vulnerable embankments.

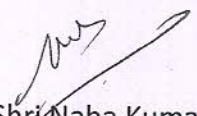
5. Post facto approval of mobile bill allowance of the Finance Officer of ASDMA:

Resolution: SEC approved an Amount of Rs. 1000/- per month to be paid as mobile bill allowance for the Finance Officer of ASDMA.

W. K. Sankar

Additional Agenda Item No 21: Modification of the educational qualification and experience in respect of the post of Communication & System Advisor under ASDMA

Resolution: SEC approved in principle the proposed modification of the educational qualification and experience in respect of the post of Communication & System Advisor under ASDMA, subject to clearance of the Finance department


(Shri Naba Kumar Das)

Chief Secretary, Assam & Chairman
State Executive Committee

Memo No. RGR/DM/1/2012/

Dated May 2012


Copy to:

- 1) All Members


(Atul Chaturvedi)

Chief Executive Officer

Assam State Disaster Management Authority



(Atul Chaturvedi)

Chief Executive Officer

Assam State Disaster Management Authority