

Minutes of the 39th SEC Meeting held on 10th June 2019

List of members present is enclosed as **Annexure I**

The Chief Secretary and the Chairperson, SEC chaired the meeting. He welcomed the members present and took up the agenda for discussion.

Smti. Aruna Rajoria, Commissioner & Secretary, Revenue & DM Department and Chief Executive Officer, Assam State Disaster Management Authority (ASDMA) presented the Agenda of the meeting for decision.

Agenda Item: 1. Confirmation of the Minutes of the 38th Meeting of State Executive Committee

Resolution: The State Executive Committee confirmed the minutes of 38th meeting of the State Executive Committee held on 30th November 2018.

AGENDA ITEM 2: Review of Action Taken on the directions of the 38th SEC meeting.

Resolution: The State Executive Committee took note of the Action Taken on the directions of 38th SEC Meeting.

SEC further gave the following directions on the Action Taken Report:

1. Urban Development Department and Guwahati Municipal Corporation to expedite and complete the process for procurement of Excavator and Dumper within two months.
2. ASDMA to float Expression of Interest (EoI) for engaging consultant to design and prepare estimate for construction of ASDMA office building ensuring seismic resilience.
3. Revenue & D.M. Department to issue post facto Administrative Approval to the proposal of GMC for eight numbers of dewatering pumps amounting to Rs. 55.04 lakh under SDRF (M & E).
4. GMDA and GMC to study the National Building Code (NBC) of India 2016 and confirm their decision regarding adherence to the NBC of India 2016 for building permission in the State of Assam.

SEC further directed ASDMA to enforce adherence to the National Building Code (NBC) of India 2016 by GMDA and GMC under relevant section of the National Disaster Management Act 2005.

5. Water Resource Department to resubmit 9 SDRF proposals, against which issue of AA is pending, in compliance with SDRF norms within a month. These were among the 168 proposals of the department approved by SEC in its 38th meeting held on 30th November 2018. In respect of 9 proposals without DDMA approval, the Chair directed for rejection of the said proposals.
6. PWD Roads Department to resubmit 61 SDRF proposals, against which issue of AA is pending, in compliance with SDRF norms within a month. These were also among the 378 proposals of the department approved by SEC in its 38th meeting held on 30th November 2018.

7. Based on the approval of 38th SEC meeting held on 30th November 2018, PWD Roads Department to expedite the process for procurement of 5 (Five) units of Galvanized 120 ft. DDR Standard width Steel Deck Bailey Bridge amounting Rs 5,93,54,000 /- under 10% SDRF for equipment and move for issue of Financial Sanction instead of Administrative Approval.
8. Fire & Emergency Services (F & ES), Assam to submit a copy of work order issued for procurement of Wet Suit for SDRF Personnel to ASDMA for appraisal of SEC within a week and also complete the procurement process within June 2019.
9. F & ES to complete the procurement process for Safety Helmet with Neck Protector and Side Mounted Flashlight for SDRF Personnel within June 2019.
10. Regarding construction of Multi-purpose Flood Shelter in flood affected areas of Assam, SEC directed ASDMA and PWD Building Department to visit IIT Roorkee and Odisha along with Experts from IIT Guwahati for studying the Cyclone Shelters built in Odisha.
SEC also directed PWD Building to submit revised plan and estimate for simple, easy to construct and resilient shelter in line with the cyclone shelter of Odisha within two months after the visit and consultation with IIT Guwahati/IIT Roorkee and ASDMA.

AGENDA ITEM 3: SDRF Proposals of Agriculture Department for financial assistance to flood affected farmers through Direct Beneficiary Transfer (DBT) for 2017-18.

Resolution: SEC approved SDRF proposal of Agriculture Department for an amount of Rs 75,13,93,968.28/-(Rupees Seventy Five crores thirteen lakhs ninety three thousand nine hundred sixty eight and twenty eight paise) for financial assistance to 2,67,608 nos. of flood affected farmers through Direct Beneficiary Transfer (DBT) as summarised below:

Sl. No.	District	Total Nos of farm family	Total agricultural area damaged (in ha)	Assistance sought for different categories of crops (Rs. in lakh)						Total assistance sought (Rs.)
				Rainfed		Irrigated		Perennial		
				Area (in ha)	Rate per ha. (Rs.6800.00)	Area (in ha)	Rate per ha. (Rs.13500.00)	Area (in ha)	Rate per ha. (Rs.18000.00)	
1	Barpeta	85134	24283.1	18977.27	129045436.00	5305.83	71628705.00	0.00	0.00	200674141.00
2	Charaideo	2087	700.1411	700.14	4760959.48	0.00	0.00	0.00	0.00	4760959.48
3	Dhemaji	32737	16275.695	16275.695	110674726.00	0.00	0.00	0.00	0.00	110674726.00
4	Hailakandi	14193	5314.895	5314.895	36141286.00	0.00	0.00	0.00	0.00	36141286.00
5	Kokrajhar	15619	6167.76	5547.9	37725720.00	472.79	6382665.00	147.07	2647260.00	46755645.00
6	Majuli	24326	11883	11700.00	79560000.00	228.50	3084750.00	0.00	0.00	82644750.00
7	Nagaon	25524	8822.4	7854.00	53407200.00	814.00	10989000.00	154.40	2779200.00	67175400.00
8	Sivsagar	12533	2438.31	2152.05	14633940.00	284.88	3845880.00	1.38	24840.00	18504660.00
9	Golaghat	19631	10304.74	9698.781	65951710.80	31.34	423090.00	0.00	0.00	66374800.80
10	Sonitpur	35824	17307	17307	117687600	0	0	0	0	117687600.00
		(1st & 2nd wave)								
Total		267608	103497.0411	95527.7321	649588578.30	7137.34	96354090.00	302.85	5451300.00	75,13,93,968.28

SEC also directed Revenue & DM Department for making necessary appropriation of SDRF allocation for Agriculture Department.

AGENDA ITEM 4: Proposal of Fire & Emergency Services, Assam for Procurement of Search and Rescue equipments.

Resolution: SEC directed Fire & Emergency Services, Assam to submit their detailed proposal through Home Department.

AGENDA ITEM 5: Correction of title of a Project Proposal of PWD (R) approved in 38th SEC Meeting held on 30th November, 2018.

Resolution: SEC accorded approval to the correction of title of the proposal of PWD (R) as "Procurement of 5 (Five) units of Galvanized 120 ft. DDR Standard Width Steel Deck Bailey Bridge" amounting Rs 5, 93, 54,000/-.

AGENDA ITEM 6: Work Plan and Budget of ASDMA under Non Plan Non Salary Head for the year 2019-20.

Resolution: SEC accorded approval to the Work Plan and Budget of ASDMA under Non Plan Non Salary Head for the year 2019-20 for an amount of Rs. 7.00 Cr as Stated below:

Sl. No.	Head of Account	Amount (in Rs.)
1	Professional Fees	10,00,000
2	Office Expenditure	31,00,000
3	Response Fund	1,55,00,000
4	Equipment	35,00,000
5	Mitigation	2,77,00,000
6	Travel Expenditure	10,00,000
7	Hospitality	12,00,000
8	Construction of ASDMA Office Building	1,70,00,000
TOTAL		7,00,00,000

Annual Work Plan and Budget for 2019-20 under Mitigation Head for an amount of Rs. 2.77 Cr.

Sl. No.	Target Level	Activities	Outcome & Methodology	Unit Cost (Rs.)	No. of Districts	No. of Units	Amount Involved (In Rs.)
1	25 Districts	Annual Maintenance Charges of 100 Nos. of Inflatable Rubber Boats for the year 2019-20	Annual Maintenance Charges of 100 Nos. of Inflatable Rubber Boats under AMC for the year 2019-20. Servicing of 100 Nos. of IRBs twice a year i.e. before and after flood season	20000	25	100	20,00,000
2	District	Replacement cost of damaged spare of boats & OBM	Boats in some districts are damaged during Flood Rescue Operations and need immediate	1200000	1	1	12,00,000

			replacement to make them operational during the current flood season				
3	State	Flood Early Warning System	ASDMA in collaboration with North Eastern Space Application Centre (NESAC), Umiam under Deptt. of Space has been implementing the Flood Early Warning System (FLEWS) since 2009. The prime objectives of the project are: 1. Issue of flood alerts, watch & advisories in district and revenue circles for all flood prone districts of Assam during the flood season. 2. Post flood Monitoring and assessment of embankment breaches. 3. New developments such as inundation scenario library (experimental study, flood scenario dissemination portal development (experimental) etc. 4. Training and capacity building initiatives for identified technical manpower from Govt. of Assam towards future handover of the operational component of this activity from NESAC to suitable agency of Govt. of Assam.	3100000	1	1	31,00,000
4	State	Annual Maintenance of Automatic Weather Stations	GMDA procured and installed 18 nos. AWS in and around Guwahati city from SDRF. After procurement, the AWS were handed over to Kamrup-M who in turn handed over to F&ES. The AMC for these AWS expired on September, 2017 and therefore, F&ES has requested ASDMA for providing the AMC cost amounting to Rs. 12.00 lakh + GST totaling to Rs. 15,00,000/- (approx..) due to non-availability of fund in their current budget.	1500000	1	1	15,00,000
5	State & District All Stakeholders across the State viz. Common people, Students, Focused Groups, People With Disability & Senior Citizen etc.	Media Calendar	A. Awareness Campaign on various Hazards like Flood, Landslide (3 hilly districts) Erosion, Fire, Storm, Earthquake, Lightning etc. through FM Radio / Community Radio/ Road Show / Mime show/ Street Play/Rallies/Puppet Show/Drama/ People With Disability & Senior Citizen (Workshop and specific Day celebration) /Guerilla marketing (Bus terminal, railway stations, park, malls etc.) /Advertorial in theatres/Social networking (Facebook, Twitter, Poster making competition etc.)/ Flash ads as interactive web banners/ Flash mob advertisement/	3200000	1	1	3200000

			Documentaries/Films on disasters. B. Newspaper Advertisement, Video production, Mass Messages through Mobile Phones, Pamphlets & Posters.				
6	State	Lightning Early Warning System	Assam has a considerable number of casualties due to lightning in past few years. So, it is needed that ASDMA would have a system for lightning detection and alerting system as being used by SDMA in Andhra Pradesh, West Bengal & Odisha. The Lightning Early Warning System in these SDMA are developed by Earth Networks Inc., Maryland, USA which has patented lightning detection and alerting methodology and other derivative products that are globally used. The objective of the project: (1) Reliable and timely Proximity Alerting for lightning strikes at least 30-45 minutes in advance, (2) Dangerous Thunderstorm Alerts by way of providing advance warning of severe thunderstorm / hailstorm activity, (3) Visualization Software for situational awareness.	5000000	1	1	50,00,000
7	State	Annual Maintenance Charges for Web GIS Portal/MIS/Search & Rescue/NGO/Hospital etc.	ASDMA has made portals for Web GIS/MIS/Search & Rescue/NGO/Hospital etc. which requires Annual Maintenance every year for proper functioning	1000000	1	1	10,00,000
8	State	Software /different Applications etc.	Procurement of software/different applications for use of ASDMA	2000000	1	1	20,00,000
9	State	Development of HRMIS	State, District and Circle level officials of ASDMA/Community volunteers and other involved in Disaster management	2000000	1	1	20,00,000
10	State	Dissemination of Disaster Information , early warning etc.	ASDMA receives various early warnings for flood, storms lightning etc. which needs proper dissemination platform and a system for reaching out to the community	2500000	1	1	25,00,000

11	State	SAT Phone dock station	ASDMA had provided Satellite Phones to 09-(nine) nos. of Govt. approved users which includes (1). Hon'ble CM, Assam, (2). Chief Secretary, (3). Additional Chief Secretary (Home & Political), (4). CEO ASDMA & (5). Director Fire & Emergency Services, Assam including 04 -nos. of vulnerable districts of Assam viz. Majuli, Lakhimpur, Dima Hasao, West Karbi Anglong out of the total 15-(fifteen) nos. of Satellite Phones of ASDMA. Further, to provide indoor access of Satellite phones for usage during disaster situations, the first 5-(five) nos. of Govt. approved priority users at above have been proposed to be provided with docking/base stations by ASDMA at a total amount of Rs.6,00,000/- approx.	600000			6,00,000
12	District	Strengthening of DEOCs in all 33 districts	Chair, Table, Almirah, Fire Extinguisher etc. for District Emergency Operation Centre's	100000	33	33	33,00,000
13	State	Visit of Central Team	-	300000	1	1	300000
TOTAL							2,77,00,000

AGENDA ITEM 7: Annual Work Plan for Capacity Building under 5% Disaster Response for the year 2019-20.

Resolution: SEC approved the annual work plan of ASDMA for Capacity Building Activities under 5% Disaster Response for the year 2019-20 amounting to Rs. 9,81,36,710/- as stated below:

Work Plan and budget under 5% Capacity Building fund under SDRF

Sl. No.	Target Level	Activities	Outcome & Methodology	Unit Cost (Rs.)	No. of Districts	No. of Units	Amount Involved (In Rs.)
1	Response activities for District/Revenue Circle/Dev. Block level activities						
i.	7 DDMA's viz. Darrang, Dima-Hasao, Chirang, Jorhat, Majuli, Dhemaji & Lakhimpur	One day Circle level Training cum Sensitization Programme on 'Relief Camp Management' based on the Assam DM Manual 2015 [29 nos. of Revenue Circles]	1. To improvement measures for effective and transparent relief camp management as mandated in 'Relief Camp Management Guideline' and DM Manual 2015. 2. To sensitize the officials /staff of the line departments and VLMCC members on the	54000	7	29	15,66,000

			Coordination of response and managing relief operation.				
ii.	6 DDMA's viz. viz. Biswanath, Charaideo, Hojai, Majuli, South Salmara and West Karbi Anglong	Sensitization and Training on Incident Response System (IRS) in six newly created districts of Assam followed by Mock Exercise based on the IRS principal	<ol style="list-style-type: none"> 1. Sensitizing the notified local district level Incident Response Team (IRT) members. 2. District level Mock exercise based on the IRS principle involving all stakeholders within the district. 	100000	6	6	6,00,000
iii.	12 DDMA's viz. Barpeta, Darrang, Chirang, Dhubri, Dibrugarh, Kokrajhar, Kamrup, Kamrup (Metro), Sivasagar, Tinsukia, Cachar & Charaideo	Strengthening of Ward Disaster Management Committees (WDMCs) and involving the urban and sub-urban populations of Assam in DM activities (243 wards in 23 nos. of Municipal Boards/ Town Committees under 12 districts)- 2 day in each ward	<ol style="list-style-type: none"> 1. To create awareness on Disaster Management among the residents of each wards of the district wise selected Municipal Corporation/Municipal Board/Town committees. 2. Prepare Ward Disaster Management Plan of each ward. 	21000	12	243	51,03,000
iv.	3 DDMA's viz. Kokrajhar, Karbi-Anglong and Dima-Hasao	Emergency Management Exercise (EMEx) for HQs of 6th Scheduled districts i.e. Kokrajhar, Diphu and Haflong through DDMA's in collaboration with 1st Bn. NDRF and SDRF/Fire & ES. - 4 days in each DDMA	<ol style="list-style-type: none"> 1. Development of skill sets focused on emergency management system of the district and sub-district level during any mass casualty incidents. 2. Provide an opportunity for various agencies to work together and practice a multi-disciplinary, coordinated response to a local disaster. 3. Identifying the strengths and weaknesses of the town's emergency management plans and help in future preparedness 	1000000	3	3	30,00,000

AE

E

2 B. Innovative Project Proposals received from Districts							
i.	Revenue Circle	Database creation at village level for most vulnerable villages in the State	<p>1. ASDMA will share format on data collection</p> <p>2. DDMA will orient the Field Officers on the data collection Format</p> <p>3. FO will survey flood vulnerable villages in their Circle as per Hazard Atlas per quarter and submit data to ASDMA</p> <p>4. The database should be compiled into a common format and submitted to ASDMA</p> <p>OUTCOME: This exercise will help in identifying the most vulnerable households to flood in vulnerable villages</p>	800000	-	-	8,00,000
ii.	Dima Hasao District	Dima Hasao District VHF communication exercise for Disaster Management (DHDVHFC)	<p>In Dima Hasao district, there are villages which take 7 to 8 hours to reach and these villages are not covered by any mobile network. These villages are not accessible by vehicle and there is no Police Station and F&ES nearer to these villages. A line of communication will be established in the villages with the DDMA directly through the VHF set.</p> <p>a. Meeting will be conducted with all the line departments and Organization and prepare the training calendar looking at the different festivals of each tribe and selection of equal participants from each tribe.</p> <p>b. Phase wise communication testing will be conducted.</p> <p>c. Trained personnel from the state will be invited as a R.P. For providing the training programme.</p> <p>d. VHF & HF sets from APRO along with operator will be involved.</p>	2,50,000	1	1	2,50,000
iii	Kamrup (M) district	Earthquake and Fire Safety Audit and Awareness Generation Programme at Shopping Malls (10 Nos.) and Hotels (20 Nos.)	<p>Safety audit through F & ES/ Power and Officials from GMC and DDMA.</p> <p>Awareness activities will be organized by DDMA involving SDRF and Trained Volunteers</p>	5000	1	30	1,50,000

iv	Kamrup (M) district	Fire Safety audit of the Coaching institutions & Tuition Centers/ Play group Schools of Guwahati city- Phase-I (50 Nos.)	Safety audit through F & ES/ Power and Officials from GMC and DDMA.	6000	1	50	3,00,000
v.	Tinsukia District	Earthquake and Fire Safety Audit and Awareness Generation Programme at market areas, Shopping Malls, Hotels- 30 Nos.	Safety audit through F & ES/ Power and Officials from Municipal Board and DDMA. Awareness activities will be organized by DDMA involving SDRF and Trained Volunteers	5000	1	30	1,50,000
vi.	District	'People centric Landslide Early Warning System' in Coordination & Supervision with GSI at one Pilot District	Rainfall measurement interval will be once in a day (0800 hrs) in normal weather conditions during monsoon (May – October) or in frequent intervals when forecasting of heavy downpour is available through WhatsApp message from BDMO. 1. For analysis, the in-charge will be trained by GSI on rainfall threshold estimation on rainfall requirement for ALERT and ALARM warning with rain-gauge installed. 2. Community awareness & timely response in landslide vulnerable area	9,00,000	1	1	9,00,000
vii	District	Landslide Awareness Project through Community Participation in three Hill Districts (Diama Hasao, East Karbi Anglong, West Karbi Anglong)	Sensitization and landslide risk mitigation activities among vulnerable communities with their active participation in the landslide prone hilly areas of Diama Hasao, East Karbi Anglong, West Karbi Anglong (Cluster approach at Block Level) will result involvement and ownership of mitigation activities at community level in vulnerable areas. In this context, ASDMA intends to undertake comprehensive Landslide Awareness Programme in three Hill Districts by community participation (Time line: 4 Months) Budget @ Rs 2.00 Lakhs per district for the following activities: 1. Stakeholders Meeting: ASDMA, DDMA, Forest Deptt, Soil Conservation, SDRF, NGOs, etc. 2. Focussed Group Discussion a. Community Learning Programme b. Narrow casting c. Sensitization Programme	1.50	3	3	4.50

			<p>d. Process Documentation</p> <p>3. Sensitization programme</p> <p>4. Pamphlet distribution</p> <p>5. Putting flex banner on a benchmark Public infrastructure about Dos & Don'ts, Emergency Contact Details, etc.</p> <p>6. Team Components: Resource Persons from colleges, SDRF, DDMA</p> <p>7. Report Submission and Final Meeting with stakeholders</p>				
vii i.	Jorhat District	Sensitization programme for the employee /staff/passengers of ferries and boats plying over Brahmaputra about the safety measures/precautions to be adopted in plying ferries/boats over Brahmaputra and awareness generation through distribution of IEC materials and hoarding display etc.	Sensitization programme for the employee /staff/passengers of ferries and boats plying over Brahmaputra about the safety measures/precautions to be adopted in plying ferries/boats over Brahmaputra and awareness generation through distribution of IEC materials and hoarding display etc.	200000	1	1	2,00,000
3	<u>State</u>	Installation of local seismic strong-motion network for Real-time Earthquake Damage and Loss Information System in Guwahati	<p>1: Report on Strong motion instrumentations, installation and operation of the customized seismic network covering the whole city of Guwahati.</p> <p>2: Report outlining proof of operation of automated real-time data collection from the recording stations.</p> <p>3: Report outlining preparatory works for preparatory works for future real-time earthquake loss information system.</p> <p>4. Local seismic strong-motion network for Real-time Earthquake Damage and Loss Information System will give real-time ground shaking information and loss information.</p> <p>5. Mitigation Strategy Planning with various Govt</p>	99,50,000	1	1	99,50,000




			Deptt / Agencies like: ASDMA, DDMA, GDD, TCP, APDCL, PWD, Education, Health, etc. will help in effective & speedy post disaster response				
4	Remuneration of 154 Nos. of Field Officers			20000	33	154	3,69,60,000
5	Remuneration of Project Officer (DM) in 16 Departments			27400	1	16	52,60,800
6	Remuneration of 5 Nos. of Data Entry Operators			15000	1	5	9,00,000
7	SCHOOL SAFETY						
I. Development of materials on School Safety							
i.	State	Designing of School Safety Awareness materials	Designing of various materials like Activity books on various hazards, games, Charts, Calendar, cartoon etc.	-	-	-	5,00,000
ii.	District	Audit and Documentation of 50 School Disaster Management Plan / year/district	Documentation & approval of SDMP by BSSAC & DSSAC	500	33	50	8,25,000
II. Training / Meetings / Awareness programmes on School Safety							
i.	State	2 days Training of District Project Officer (DDMA) on National School Safety Policy, CFS etc.	Training of 33 DPOs through faculty/ experts from NIDM/UNICEF and SCERT	300000	1	1	3,00,000
ii.	District	Quarterly "District School Safety Advisory Committee" meeting (4 Quarters/year) for 33 Districts	1. DDMA will convene quarterly meetings to review school safety preparedness in the District and "Develop a District School Safety Plan" 2. DDMA will submit minutes of each quarter	5000	33	4	6,60,000
iii.	District	Phase-II Training of School Focal Point Teachers	One training in each district with 50 focal point teachers through DIET Master Trainers and DPOs	98000	33	1	32,34,000
iv.	District	Training of " Block School Safety Advisory Committees " on National School Safety Policy	One day orientation training for Block School Safety Advisory Committee members on NSSP & Role of BSSAC through DDMA (Approximately 1450 members)	10000	33	1	3,30,000
v.	District	District Level sharing workshop on "Guidelines for Child Friendly Spaces in Emergencies"	One district level workshop in each of the 33 districts on the guidelines for Child Friendly Spaces in Emergencies through ASDMA and UNICEF	10000	33	1	3,30,000
vi.	District	Great Assam School Shakeout programme(100 schools/district)	Simultaneous mock drill in 3300 schools (excluding schools covered in AMRUT City Drill)across the State on a single day commemorating 1950 Earthquake through DDMA, BSSAC , SFPTs and Volunteers	1200	33	100	39,60,000
vii	City (Silchar / Dibrugarh /Nagaon/ Guwahati)	Mock Drills in all Schools under AMRUT City (612 schools)	Special mock drill in 612 schools in 4 AMRUT City as directed by NDMA	1000	4	612	6,12,000

vii i.	District	Phase-I 3 days Training of peer groups on Disaster Safety Techniques (4 batch/district)	4 trainings in each district for student volunteers (30 students per batch) covering 3960 students on Basic First Aid, School evacuation planning, preparation of improvised flood rescue and swimming aids and use of Fire Extinguisher etc.	30000	33	4	39,60,000
8	District	IIInd Phase up scaling of AAPDA MITRA Training for 10 districts of Assam viz. Nalbari, Goalpara, South Salmara, Kokrajhar, Lakhimpur, Dhemaji, Tinsukia, Sonitpur, Bongaigaon & Sivasagar	The AAPDA MITRA training is to provide the Community Volunteers with the basic skills that they will need to respond to their communities immediate needs in the aftermath of a disaster (with a focus on flood). These trained volunteers can assist in saving lives using the basic techniques of disaster response, coordination and management.	360000	10	10	36,00,000
9	State	Mock Drill Exercise at State Headquarter	NDMA had provided a fund of Rs. 23.00 lakhs @ Rs. 1,00,000/- each district lakhs for conduct of mock drills in 33 districts of Assam including the State Headquarter. An amount of Rs. 2,45,910/- was spent for conducting the State Level mock drill. Therefore, the additional fund of Rs. 1,45,910/- is to be utilized from ASDMA's Capacity Building under Response	145910	1	1	1,45,910
10	State	Celebration of important national and international days.	IDDR, NDRD, Independence day, Republic day etc.	1,10,000	4	4	4,40,000
11	Preparation and implementation of mitigation measures under DRR Road Map for 16 Departments	Department wise DRR Road Map, Short term, Medium and Long Term Action Plan preparation and implementation	Training of Departmental Officers, field officers, other stakeholders of the concerned departments, GIS mapping of all establishments and assets of departments and preparation of dashboard. The dashboard would be integrated with all advanced warning systems and State EOC	5,50,000	16	16	88,00,000

12	State & District	Three Centre of Excellence for Capacity Building on Earthquake Resistant Construction Technology	<ul style="list-style-type: none"> • Preparation of training materials, training of graduate & diploma engineers in Earthquake resistant construction technology • Training of technical persons cluster wise through these four Centre of Excellence covering all districts . • Conducting rapid visual screening & structural vulnerability of buildings in the nearby districts by these centres. • These four centers will be developed & monitored by ASDMA in coordination with the concerned DDMA's. 	12,00,000	1	1	12,00,000
13	State & District	Operational Expenses for VSAT Network of ASDMA	Fixed mandatory annual recurring charges, usage & service charges, manpower (Field Engineer) remunerations etc. for meeting the post take over expenses related to NDMS VSAT Pilot Project of NDMA as per the terms of MoU agreement signed between Govt. of Assam & NDMA	27,00,000	1	1	27,00,000
TOTAL							9,81,36,710

Agenda Item No 7. Matter related to AMC of Boats provided by ASDMA

Resolution: SEC accorded approval for extending AMC for 100 Inflatable Rubber Boats procured in 2015 till January 2020.

SEC further directed ASDMA to examine the feasibility for further AMC of these Boats depending upon its physical conditions beyond January 2020 i.e. on completion of five years' service of the Boats.

Agenda Item No 8. Rolling out of "Child Death Reporting Format" in Districts under NSSP programme

Resolution: SEC approved the proposal for phase wise training of the nominated stakeholders like School Focal Point Teachers (SFPT), Student Peer Groups, etc. on School Safety matters and rolling out of "Child Death Reporting Format" and related SOP in the districts as below:




Standard Operating Procedure for submission of “Child Death Quarterly Reporting Format during disaster”

(Developed by State Education Department in co-ordination with ASDMA, Assam)

Format Submission (Quarterly): **1st Quarter: January to March, Year:**
 2nd Quarter: April to June, Year:
 3rd Quarter: July to September, Year:
 4th Quarter: October to December, Year:

A. Block Level /Circle Level:

- 1 Field Officer, DDMA will collect the details as per format in coordination with Block Programmer of SSA/RMSA. Field Officer will collect information’s pertaining to the child.
- 2 Block Programmer will assist the FO in filling up of UDISE code of the school along with Education block
- 3 BEEO/Chairman BSSAC will verify the format by putting his or her seal & signature in the place provided in the format.
- 4 The Circle Officer (Advisor DSSAC) will sign the format after verification of Circle details & information’s pertaining to child.

B. District Level :

- 1 The Circle Officer will send the format to Deputy Commissioner cum Chairman DSSAC for verification & filling up of Ex-gratia payment details
- 2 The Deputy Commissioner will direct the DEEO/IS District Nodal Officer NSSP to Verify the details of schools along with the student’s particulars and countersign the format before submitting to DC.
- 3 Deputy Commissioner will direct DPO (DDMA) to verify the ex gratia payment status and other details available at DEOC and will submit to DC for countersignature at the format.
- 4 DPO DDMA will send the format to the state by the end of every quarter.

C. State Level:

- 1 Received information will be compiled at SEOC by the Information Assistant for Every quarter.
- 2 After receiving all the compiled information PO (DRR) ASDMA will verify the Details as per format & hand over the details to PO DM education to verify the UDISE and other details with State Programmer MIS of SSA/RMSA Assam.
- 3 After observing all the formalities PO (DM) will submit the list to ASDMA for uploading in the online portal/website.
- 4 SPC ASDMA will forward the same details to state education department every Quarter for information.



N.B: The Format should be submitted to the State by 30th of each quarter ending

CHILD DEATH QUARTERLY REPORTING FORMAT DURING DISASTER

Quarter (.....)

Name of District:

Sl No	District	Rev. circle	Education block	Name of the child	UDISE code	Name & Address of the school (if he/she has been enrolled)	Age (Enclose Birth Certificate, if available)	Gender	Parents Name	Cause of death	Date of death	Hazard (Flood / Earthquake/Storm/ Lightning/ Riots etc.) Please specify	Ex Gratia payment details (Paid/Not Paid), if paid, specify Date & amount
	1	2	3	4	5	6	7	8	9	10	11	12	13

(N.B: UDISE code can be obtained for children enrolled in school)

BEEO, Chairman BSSAC

Signature with seal

Circle Officer

Signature with seal

Counter signature

DEEO/IS

Signature with seal

Counter signature

Deputy Commissioner

Signature with seal

Agenda Item No 9. Mapping of embankments by using UAV

Resolution: SEC took note of the findings and scope of the study for Mapping of embankments by using UAV carried out at two sites namely Ranganadi under Lakhimpur & Puthimari under Rangia with the help of North East Space Application Centre (NESAC).

SEC further directed Water Resource Department to incorporate an additional cost component of Rs. 10,000/- per KM for pre restoration phase and Rs. 10,000/- per KM for post restoration phase in SDRF proposals of above Rs. 3.00 Cr or most vulnerable embankments for carrying out embankment mapping using UAV for monitoring volume and quality of restoration works.

Agenda Item No. 10: Design, Development and Maintenance of the Web Based e-HRMIS for Assam State Disaster Management Authority (ASDMA)

Resolution: SEC approved the proposal of ASDMA for preparing RFP for Design, Development and Maintenance of a Web Based e-HRMIS for Assam State Disaster Management Authority (ASDMA).




SEC further directed ASDMA to include all of its employees including filed officials, all ASHA, Anganwadi Workers, Gaon Buhras, Trained volunteers, AAPDA Mitra volunteers and other stakeholders associated with Disaster Management in the e-HRMIS.

Agenda Item No 11. Ex-Post Facto Approval to SDRF Proposal of Water Resource Department

Resolution: SEC accorded Ex-Post facto approval to the change of nomenclature of two SDRF proposals of water Resource Department as stated below:

1. "Immediate measures to Ring Bund at village Tundurkhandi on L/B of river Barak (old course) under SDRF 2018-19(Breach closing work at Tundurkhandi area)" amounting to Rs. 6.00 Cr. and
2. "Immediate measures for restoration of flood damage of river Tarang at Baragarh area under SDRF for 2018-19" amounting to Rs.110 lakh in respect of Kokrajhar district.

Agenda Item No.12: Ex-Post Facto Approval for procurement of Laptops for Project Officer Disaster Management engaged in 16 line Departments, Govt. of Assam.

Resolution: SEC accorded Ex-Post facto approval for procurement of Laptops for Project Officer Disaster Management engaged in 16 line Departments of Govt. of Assam.

Agenda Item No. 13: Procurement of Video Conferencing Camera for District Emergency Operation Centre (DEOC), Morigaon DDMA:

Resolution: SEC approved an amount of Rs. 3.00 lakh for procuring a Video Conferencing Camera for District Emergency Operation Centre (DEOC), Morigaon.

Agenda Item No 14. Procurement of Desktop PC, Printers, Laptops etc. for the ASDMA Headquarter and 6 nos. of newly created districts under the NDMA Project "Strengthening of State Disaster Management Authorities (SDMA's) and District Disaster Management Authorities (DDMA's) funded by NDMA.

Resolution: SEC approved the proposal for procurement of Desktop PC, Printers, Laptops etc. for the ASDMA Headquarter and 6 nos. of newly created districts under the NDMA Project "Strengthening of State Disaster Management Authorities (SDMA's) and District Disaster Management Authorities (DDMA's) funded by NDMA approximately for an amount of Rs. 12,45,000/-

The equipments approved are:

Sl. No.	Name of the item	Quantity
2.	Desktop PC (ASDMA & DDMA)	8
3.	LaserJet Printer (ASDMA & DDMA)	8
4.	Laptop	1
5.	Photocopier Machine	1
6.	UPS for Conference Hall of ASDMA	1





Agenda Item No. 15: Providing of Life buoy & Life jackets to 29 nos. of DDMA's of flood prone districts of Assam.

Resolution: SEC approved the proposal for providing 20 nos. of Life buoy & 20 nos. of Life jackets to each of the 29 flood prone districts of Assam and 10 nos. of Life buoy & 10 nos. of Life jackets to very high flood prone Revenue Circles (Baghbar, Sissiborgaon, Lakhipur, Goroimari, Nowboicha, Bhuragaon, Barkhetri, Majuli, Sadiya, South Salmara) as essential search & rescue items at a total tentative amount of Rs. 40,61,240/- approx. (Rupees forty lakhs Sixty One Thousand Two Hundred and forty only, exclusive of GST & other charges) under 10% of SDRF for M & E to be procured through GeM /E-Tendering process.

Agenda Item No. 16: Operational expenses for VSAT network of ASDMA (erstwhile NDMS VSAT PILOT PROJECT OF NDMA)

Resolution: SEC approved the proposal for creation of a separate budget head as "Operational expenses for VSAT network of ASDMA (erstwhile NDMS VSAT PILOT PROJECT OF NDMA)" under the H/A Capacity building under SDRF amounting to Rs. 27,00,000/- (Twenty Seven Lakhs only) approx. per annum.

Agenda Item: No.17: Approval for journey by Air for travel outside the State for Officers of ASDMA at State Head Quarter and District Project Officers.

Resolution: SEC approved Air Travel for officers of ASDMA posted at State H.Q. and District Project Officers of DDMA's posted at District H.Q. subject to approval of the Chief Executive Officer, ASDMA.

Agenda Item No. 18: Enhancement of Remuneration of Information Assistants engaged at District Emergency Operations Centers (DEOC) and placing their services directly under DDMA's

Resolution: SEC accorded approval for enhancement of remuneration of Information Assistants of DEOCs from Rs.8, 700/- to Rs.9, 000/ per month/ personnel and place their services directly under the DDMA on annual contractual basis.

SEC further directed ASDMA to prepare a detailed guideline to be followed by DDMA's for hiring of services for Information Assistants of DEOCs.

Agenda Item No. 19: Statutory Audit Report on Accounts of ASDMA Funds for the 2015-16, 2016-17 & 2017-18.

Resolution: SEC approved of the Statutory Audit Report on Accounts of ASDMA for the years 2015-16, 2016-17 & 2017-18.

Agenda Item No.20: Ex-Post Facto Approval of SEC against the fund released during the year 2018-19 in respect of G.R. (Flood).

Resolution: SEC accorded Ex-Post Facto approval for an amount of Rs. 1993.00 lakh sanctioned by Revenue & DM Department for G.R. in respect of flood for the year 2018-19 as stated below:



SL No.	District/ Sub-Division	Calamity	Sanction order No. and date	Amount sanction (in lakh)
1	Barpeta	G.R Flood	RGR(RRR)274/2018/265 Dated 15/05/2019	30.00
2	Biswanath	G.R Flood	RGR(RRR)274/2018/265 Dated 15/05/2019	130.00
3	Bongaigaon	G.R Flood	RGR(RRR)274/2018/265 Dated 15/05/2019	10.00
4	N. Salmara	G.R Flood	RGR(RRR)274/2018/265 Dated 15/05/2019	5.00
5	Bijni	G.R Flood	RGR(RRR)274/2018/265 Dated 15/05/2019	5.00
6	Charaideo	G.R Flood	RGR(RRR)274/2018/265 Dated 15/05/2019	50.00
7	Dhemaji	G.R Flood	RGR(RRR)274/2018/265 Dated 15/05/2019	160.00
8	Jonai	G.R Flood	RGR(RRR)274/2018/265 Dated 15/05/2019	70.00
9	Bilasipara	G.R Flood	RGR(RRR)274/2018/265 Dated 15/05/2019	30.00
10	Dibrugarh	G.R Flood	RGR(RRR)274/2018/265 Dated 15/05/2019	50.00
11	Dima Hasao	G.R Flood	RGR(RRR)274/2018/265 Dated 15/05/2019	50.00
12	Maibong	G.R Flood	RGR(RRR)274/2018/265 Dated 15/05/2019	3.00
13	Goalpara	G.R Flood	RGR(RRR)274/2018/265 Dated 15/05/2019	10.00
14	Golaghat	G.R Flood	RGR(RRR)274/2018/265 Dated 15/05/2019	160.00
15	Bokakhat	G.R Flood	RGR(RRR)274/2018/265 Dated 15/05/2019	80.00
16	Hailakandi	G.R Flood	RGR(RRR)274/2018/265 Dated 15/05/2019	25.00
17	Kamrup(M)	G.R Flood	RGR(RRR)274/2018/265 Dated 15/05/2019	25.00
18	Kokrajhar	G.R Flood	RGR(RRR)274/2018/265 Dated 15/05/2019	15.00
19	Lakhimpur	G.R Flood	RGR(RRR)274/2018/265 Dated 15/05/2019	170.00
20	Dhakuakhana	G.R Flood	RGR(RRR)274/2018/265 Dated 15/05/2019	25.00
21	Majuli	G.R Flood	RGR(RRR)274/2018/265 Dated 15/05/2019	350.00
22	Morigaon	G.R Flood	RGR(RRR)274/2018/265 Dated 15/05/2019	260.00
23	Kaliabor	G.R Flood	RGR(RRR)274/2018/265 Dated 15/05/2019	100.00




24	Nalbari	G.R Flood	RGR(RRR)274/2018/265 Dated 15/05/2019	20.00
25	Nazira	G.R Flood	RGR(RRR)274/2018/265 Dated 15/05/2019	10.00
26	Sonitpur	G.R Flood	RGR(RRR)274/2018/265 Dated 15/05/2019	100.00
27	Tinsukia	G.R Flood	RGR(RRR)274/2018/265 Dated 15/05/2019	40.00
28	Sadiya	G.R Flood	RGR(RRR)274/2018/265 Dated 15/05/2019	10.00
			Total	1993.00

Agenda Item No.21: Ex-Post Facto Approval of SEC against the fund released during the year 2018-19 in respect of Rehabilitation Grant.

Resolution: SEC accorded Ex-Post Facto approval for an amount of Rs. 1889.70 lakh sanctioned by Revenue & DM Department as R.G. for flood, fire, storm, lightning and erosion to various districts during the year 2018-19 as shown below:

SL No.	District	Calamity	Sanction order No. and date	Amount sanction (in lakh)
1	Lakhimpur	RG (Storm)	LDM [®] .22/NC/2018/15 dated.24-07-2018	1.27
2	Lakhimpur	RG (Flood)	LDM [®] .71/NC/RG/2018/27 dated.28-09-2018	123.76
3	Lakhimpur	RG(Lightning)	1. LDM [®] 42/NC/2018/39 dtd.28-09-2018, 2. LDM [®] 24/NC/2017/131 dtd.24-10-2018, (Total two Nos. of sanctions)	1.88
4	Lakhimpur	RG (Storm)	1. LDM [®] 6/NC/2017/pt/99 dtd.28-09-2018, 2. LDM [®] 22/NC/2018/48 dtd.28-09-2018, 3. LDM [®] 22/NC/2018/47 dtd.28-09-2018, 4. LDM [®] 6/NC/2017/pt/97 dtd.28-09-2018, (Four Nos. of Sanctions).	18.55
5	Lakhimpur	RG (Fire)	LDM [®] 1.NC/2018/118 dated.24/10/2018 2. LDM [®] .9/NC/2016/291 dated.28/09/2018	2.85
6	Golaghat		DDMA/GLT/32/2016/pt-II/2018/63 dated.09-10-2018	14.27
7	Lakhimpur	RG (fire)	LDM [®] .13/NC/2015/257 dated.19/01/2019.	0.95





8	Lakhimpur	RG lightning	LDM [®] .42/NC/2018/53 dated.14/01/2019.	0.55
9	Lakhimpur	RG (fire)	LDM [®] .13/NC/2015/258 dated.19/01/2019.	2.85
10	Lakhimpur	RG (Erosion)	LDM [®] .36/NC/2017/19 dated.19/01/2019.	3.80
11	Lakhimpur	RG (Storm)	LDM [®] .6/NC/2017-Part-II/247 dated.07/01/2019.	13.79
12	Lakhimpur	RG (fire)	LDM [®] .13/NC/2015/259 dated.19/01/2019.	1.02
13	Lakhimpur	RG (flood)	LDM [®] .71/NC/RG/2018/33 dated.14/01/2019.	0.99
14	Lakhimpur	RG (flood)	LDM [®] .21/NC/RG/2017/pt-7 dated.4/06/2018.	15.22
15	Lakhimpur	RG Storm	LDM [®] .21/NC/RG/2017/pt-II/248 dated.17/01/2018. (4 Nos. of sanctions)	12.23
16	Lakhimpur	RG (Erosion)	LDM [®] .21/NC/RG/2017/pt/20 dated.17/01/2018. (4 Nos. of sanctions)	7.19
17	Cachar	RG (Fire)	CRR.3/2018/10 dated.26/7/2018 No.CRR.3/2018/11 dated.10/08/2018	5.76
18	Dibrugarh	RG (Storm)	DRF.5/2017/Pt/VI-B/2 dtd.9/1/19	5.77
19	Charaideo	RG (Fire)	CRR.35/2018/2 dated 3/10/2018	5.76
20	Sivasagar	RG (Fire)	SVRR.09/2014/118 dtd.9/7/2018	7.61
21	Sivasagar	R.G(Lightening)	SVRR.01/2018/33 dtd.11/07/2018	0.12
22	Sivasagar	RG (Storm)	1. SVRR.01/2018/128 dated24/09/208, 2.SVRR.01/2018/131 dated24/09/208, 3. SVRR.01/2018/129 dated24/09/208, 4. SVRR.01/2018/130 dated24/09/208,	26.09
23	Nalbari	RG (Storm)	NRR.4/2017/pt.III/78 dated 22/10/2018	0.98
24	Nalbari	R.G(Erosion)	NRR.29/2017/pt/15 dated 22/10/2018	3.80
25	Nalbari	R.G(Flood)	NRR.21/2018/230 dated 21/02/2019	0.09
26	Dhubri	RG (Fire)	DDMA.12/2017/174-175 dated 05/01/2019	3.86
27	Dhubri	RG (Fire)	DDMA.6/2017/128(B) dated 05/01/2019	1.90

28	Dhubri	RG (Fire)	DDMA.6/2015/336 dated 28/01/2019	0.95
29	Dhubri	RG (Fire)	DDMA.6/2016/205 dated 06/02/2019	0.95
30	Dhubri	R.G(Flood)	DDMA.35/2017/433 dated 25/02/2019	75.63
31	Kokrajhar	RG(Lightning)	KDM17/2017/134 Dated 27/11/2018	0.13
32	Udalguri	RG(Storm)	URR75/2015/3576 dated 18/12/20018	16.02
33	Karimganj	RG(Cyclone)	KRR2/cyclone list/2018/2 dated 21/01/2019	522.07
34	Karimganj	RG(Cyclone)	KRR3/cyclone list/2018/4 dated 25/01/2019	577.44
35	Karimganj	R.G(Flood)	KRR3/flood list/2018/3 dated 6/02/2019	200.22
36	Goalpara	RG(Storm)	GDM(10/2018/pt.III/45 dated 26/12/2018	3.91
37	Dima Hasao	RG(Fire)	NCHG/D-46/2018-19/10890-10394 dated 17/11/2018	2.04
38	Tinsukia	RG(Fire)	TRF.3/2017-19/pt./57 dated 19/12/2018	0.08
39	Barpeta	RG(Flood)	RGR(RRR)1043/2017/36 dated 02/11/2018	1.41
40	Hailakandi	RG (Fire)	HRR(DM)20/2018/44 dated 09/11/2018	0.95
41	Chirang	RG (Fire)	CH/DMB/RG-Fire/02/2018/42 dated 23/10/2018	0.95
42	Chirang	RG (Fire)	CH/DMB/RG-Fire/02/2018/44 dated 6/12/2018	0.95
43	Darrang	RG(Storm)	DDM.25/2018/12 dtd 01/08/2018 DDM.25/2018/20 dtd. 03/01/2018	0.61
44	Darrang	RG(Storm)	DDM.20/2018/93 dtd 18/08/2018	7.38
45	Darrang	RG(Storm)	BRR.04/2017/423 dtd.20/02/2019	8.62
46	Bongaigaon	RG(Flood)	BRR.17/2017/189 dtd 21/05/2018	0.95
47	Bongaigaon	RG(Flood)	BRR.17/2017/189 dtd 21/05/2018	0.95
48	Bongaigaon	RG(Flood)	BRR.17/2017/190dtd 21/05/2018	59.83
49	Bongaigaon	RG(Flood)	BRR.17/2017/187dtd 21/05/2018	25.33
50	Bongaigaon	RG(Flood)	BRR.17/2017/188dtd 21/05/2018	0.95
51	Bongaigaon	RG(Flood)	BRR.17/2017/186dtd 21/05/2018	0.03

52	Bongaigaon	RG(Flood)	BRR.17/2017/191dtd 21/05/2018	98.45
Total				1889.70

Agenda Item No.22: Ex-Post Facto Approval of fund released during the year 2018-19 in respect of Ex-Gratia Grant.

Resolution: SEC accorded Ex-Post Facto approval for an amount of Rs. 120.00 lakh sanctioned by Revenue & DM Department as Ex-Gratia Grant for of flood, fire, storm, lightning and landslide to various districts during the year 2018-19 as shown below:

SL No.	District	Calamity	Sanction order No. and date	Amount sanction (in lakh)
1	GOALPARA	LIGHTNING	NO.GDM.8/2006/211 DTD.20-09-2018	4.00
2	KOKRAJHAR	LIGHTNING	(1). NO.KDM.09/2018/40 DTD.28-08-2018	8.00
3			(2).NO.KDM.09/2018/61 DTD.27-12-2018	
4	KOKRAJHAR	FIRE	NO.KDM.12/2018/18 DTD.15-12-2018	4.00
5	LAKHIMPUR	LIGHTNING	NO.LDM.(R).40/NC/2018/13 DTD.17-08-18	4.00
6	LAKHIMPUR	FLOOD	NO.LDM.(R).7/NC/2017/Pt/126 dtd.23-08-2018	4.00
7	LAKHIMPUR	LIGHTNING	NO.LDM.(R)40/NC/2018/39 DTD.18-02-2019	4.00
8	DHEMAJI	LIGHTNING	NO.DRR.39/2018/28 DTD.28-12-2018	4.00
9	BARPETA	FLOOD	NO.BDM.32/2018/185 DTD.17-01-2019	16.00
10	CACHAR	FLOOD	NO.CRR.88/2017/107 DTD.15-02-2019	8.00
11	DIMA HASAO	LANDSLIDE	NO.NCHG/D-224/VOL.II/2018-19/11525-11529 DTD.12-002-2019	8.00
12	BONGAIGAON	LIGHTNING	NO.BRR.06/2015/288 DTD.30-01-2019	4.00
13	DHUBRI	LIGHTNING	NO.DDM.(R).14/2016/139 DTD.25-02-219	8.00
14	NALBARI	LIGHTNING	NO.NRR.23/2015/219 DTD.04-03-2019	4.00
15	BARPETA	LIGHTNING	NO.BDM.32/2018/183-84 DTD.17-01-2019	12.00

16	NALBARI	STORM	NO.NRR.4/2017/PT.III/68 DTD.27-08-2018	4.00
17	KAMRUP (R)	LIGHTNING	NO.KDM-359/2017/19/443-50 DTD.08-03-2019	4.00
18	SOUTH SALMARA	THUNDER STORM	NO.HRR.05/2016/64 DTD.18-03-2019	4.00
19	KARIMGANJ	FLOOD	(1). NO.KRR.23/2018/90 DTD.20-08-2018	4.00
20	KARIMGANJ	FLOOD	(2). NO.KRR.23/2018/92 DTD.20-08-2018	4.00
21	KARIMGANJ	FLOOD	(3). NO.KRR.23/2018/93 DTD.20-08-2018	4.00
22	KARIMGANJ	FLOOD	(4). NO.KRR.23/2018/91 DTD.20-08-2018	4.00
Total				120.00

The meeting ended with a vote of thanks.



(Shri Alok Kumar, IAS)
Chief Secretary & Chairperson
State Executive Committee

Memo No. RGR/ASDMA/03/2018/248-(A)

Dated. 11th June 2019

Copy to:

All Members



(Smti. Aruna Rajoria, IAS)
Chief Executive Officer
Assam State Disaster Management Authority