

**Minutes of the 46<sup>th</sup> SEC Meeting held on December 6, 2022 in the Conference Hall of Chief Secretary, Assam, Janata Bhawan, Dispur.**

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

The Chief Secretary & Chairperson, State Executive Committee (SEC) of ASDMA chaired the meeting. He welcomed the members present and asked the Chief Executive Officer, ASDMA to present the agenda of the meeting for discussion.

The first meeting of the 46th meeting of SEC was held on November 4, 2022. The first four agenda items were discussed in that meeting and minutes of the meeting were circulated among the members with approval of the Chief Secretary & Chairperson, SEC.

The remaining agendas starting from agenda item five as follows were discussed in the 2nd meeting of the 46th SEC on December 6, 2022.

**Agenda Item: 5. Status of allocation and utilization of SDRMF (SDRF + SDMF) fund for the year 2022-23**

**Resolution:** The SEC took note of the status of allocation and utilization of SDRMF (SDRF + SDMF) fund for the year 2022-23 given in the agenda note.

**Agenda Item: 6. Information related to essential commodities and GR items provided through Indian Airforce during flood season 2022-23**

**Resolution:** SEC took note of the details of essential commodities and GR items airlifted from Guwahati and Jorhat to the Flood and Landslide affected districts- Cachar and Dima Hasao since May 2022.

**Agenda Item: 7. Approval of the draft Guidelines on constitution and administration of the Assam State Disaster Mitigation Fund 2021-22 to 2025-26.**

**Resolution:** SEC asked ASDMA to follow the guidelines on administration of the Disaster Mitigation Fund 2021-22 to 2025-26 as notified by the Ministry of Home Affairs, Government of India vide No. 33-02-2020-NDM-I dated January 14, 2022. SEC also asked ASDMA to revisit the draft guidelines prepared for constitution and administration of the Assam State Disaster Mitigation Fund 2021-22 to 2025-26

and incorporate only those aspects where the central guidelines authorizes the State government to incorporates its own norms etc.

**Agenda Item: 8. Approval of the Scale in respect of Sanitary Napkins which was included as relief item during 2021**

**Resolution:** SEC approved the scale of 2 packets of sanitary napkin per women as a scale of GR item when entering the Relief Camp and temporary shelter.

**Agenda Item: 9. Approval for re-appropriation of fund for upgradation of existing 1077 District Disaster Management Toll Free Services in 28 DDMA and the newly created DDMA Bajali through BSNL**

**Resolution:** The Chairperson, SEC asked ASDMA to place the matter in the next meeting of the SEC with necessary details.

**Agenda Item: 10. Approval to the revision of Terms of Reference (ToR) for the post of Field Officer (DM) posted at Revenue Circle and Project Officer (DM) posted in 16 departments**

**Resolution:** The Chairperson, SEC asked ASDMA to place the matter in the next meeting of the SEC with detail note regarding utilization of man power at times of disasters and at other time and details of performances review mechanism.

**Agenda Item: 11. Ex-post facto approval of four SDRF proposals of PWD roads executed during 2020-21 in respect of Darrang district**

**Resolution:** SEC accorded ex post facto approval to the following four projects of PWD Roads under SDRF executed during 2020-21:

1. "Temporary Restoration of Sipajhar Patharighat Road including construction of SPT Bridge No. 4/1 under SDRF for the year 2020-21, Sipajhar LAC, (under Patharighat Revenue Circle)" amounting to Rs.9.93 lakh
2. "Restoration of Bherudal Rajghat Road (Protection work) under SDRF in PWRD Sipajhar & Kalaigaon Territorial Road Division for the year 2020-21, Sipajhar LAC" amounting to Rs. 32.98 lakh
3. "Restoration of MPK road to Duni Sereng connecting road via Pachim Santipukhuri (HPC damaged) under SDRF in PWD Sipajhar & Kalaigaon Territorial Road Division for the year 2020-21,

Sipajhar LAC" amounting to Rs. 11.505 lakh

4. "Restoration of MPK road at 24<sup>th</sup> Km (Protection works) under SDRF in PWD Sipajhar & Kalaigaon Territorial Road Division for the year 2020-21, Sipajhar LAC" amounting to Rs. 21.275 lakh

**Agenda Item: 12. Ex-post facto approval to one scheme of Water Resource Department**

**Resolution:** SEC accorded ex post facto approval to the following project of Water Resource Department in respect of Bongaigaon district under SDRF executed during 2020-21:

"Immediate measures for re-couplement and strengthening of flood damage structure at Huramara Pt-2 of Sidalsuti- Merrerchar WRD embankment under SDRF for 2021-22 Part A" amounting to Rs. 132.96 lakhs

**Agenda Item: 13. Ex-post facto approval for procurement of 20 dewatering pump sets for Guwahati Municipal Corporation (GMC)**

**Resolution:** SEC accorded ex post facto approval for procurement of 20 dewatering pump sets for GMC for an amount of Rs. 35.60 lakh procured by GMC during floods in Guwahati city on 16-06-2022 by invoking Section 50 of DM Act.

**Agenda Item: 14. Approval to Immediate repair and restoration works undertaken by PWD Roads department during 2022 invoking section 50 of DM act 2005 by the Deputy Commissioner cum Chairman, DDMA.**

**Resolution:** SEC approved 12 proposals of PWD Roads under SDRF for the year 2022-23 amounting to total of Rs. 1213.79 lakhs for immediate repair and restoration works undertaken by invoking Section 50 of DM Act 2005 as per normative scale of 2022-23. The lists of the 12 projects are enclosed at **Annexure-II**.

**Agenda Item: 15. Ex-post facto approval to GR fund released to the Deputy Commissioners & SDOs (C) during 2022-23 till October, 2022**

**Resolution:** SEC accorded ex post facto approval for an amount of Rs. 25132.56467 lakh released by the Revenue & DM Department as GR fund to the

Deputy Commissioners & SDOs (C) during 2022-23 as per agenda note.

**Agenda Item: 16. Ex-post facto approval to Rehabilitation Grant released to the Deputy Commissioners during 2022-23 till October 2022**

**Resolution:** SEC accorded ex post facto approval for an amount of Rs. 13917.338 lakh released by the Revenue & DM Department as an advance to the Deputy Commissioners during 2022-23 as per agenda note.

**Agenda Item: 17. Approval of Assam State Disaster Management Plan (SDMP) 2022**

**Resolution:** 'Updation of existing State Disaster Management Plan' has been undertaken by Knowledge Links Pvt Ltd, Ghaziabad and the cost as per agreement is **Rs 17, 70,000/-** (Rupees Seventeen Lakhs and Seventy Thousands).

As per agreement, ASDMA has released two instalments viz. 1<sup>st</sup> Instalment of Rs 5,31,000/- (30% of total cost) and 2<sup>nd</sup> Instalment Rs 5,31,000/- (30% of total cost).

SEC asked ASDMA to consider the release balance amount **Rs 7,08,000/-** (3<sup>rd</sup> and final Instalment: 40% of total cost) to the Knowledge Links Pvt Ltd, Ghaziabad if it is as per the terms of the contract and subject to the acceptance of the report by the State government.

**Agenda Item:18. Ex post facto approval of fund for procurement of IT and office equipments for newly created Tamulpur DDMA**

**Resolution:** SEC accorded ex post facto approval for an amount of Rs. 16,83,600/- for procurement of IT and office equipments for newly created Tamulpur DDMA.

**Agenda Item:19. Approval for temporary shifting of ASDMA Office for conversion of the existing office to SEOC and GIS Lab to a rented house under the AIRBMP**

**Resolution:** The Chairperson, SEC directed ASDMA to place the matter in the next meeting of the committee with details pros and cons and relative cost analysis between different alternatives available in this regards.

**Agenda Item:20. Approval to the sanctioning of an amount of Rs. 9,20,66,536/- as assistance under SDRF for 25,770 drought affected families**

**of Golaghat district for the year 2021**

**Resolution:** SEC approved an amount of Rs. 9,20,66,536/- sanctioned by the Deputy Commissioner, Golaghat as assistance under SDRF for 25,770 drought affected families of Golaghat district for the year 2021.

**Agenda Item:21. Approval for issue of administrative approval to GAD for an amount of Rs. 11,98,889/- against renovation , repair and extension of SEOC for implementation of Emergency Response Support System (ERSS) sponsored by NDMA.**

**Resolution:** The Chairperson SEC asked ASDMA to place the matter in the next meeting of SEC with necessary details.

**Agenda Item:22. Appraisal of SEC about filing-up of the vacant post of Information Assistant for State Emergency Operations Center (SEOC).**

**Resolution:** SEC took note of the filling-up the vacant post of Information Assistants for its State Emergency Operations Center (SEOC).

**Agenda Item:23. Approval to revised plan and estimate for construction of multipurpose flood shelter at Bihpuria of Lakhimpur district**

**Resolution:** SEC approved the revised estimate for an amount of Rs. 3,10,86,000/- for construction of the multipurpose flood shelter at Bihpuria of Lakhimpur district.

**Agenda Item:24. Approval to draft Standard Operating Procedure (SOP) for submission of SDRF proposal**

**Resolution:** SEC asked ASDMA to follow the extant procedure of submission of SDRF proposals instead of introducing a new SOP.

**Agenda Item:25. Continuity of service benefits for Smti. Ritusree Saha from service period as Junior Administrative Assistant, ASDMA to newly recruited post of Senior Administrative Assistant at ASDMA**

**Resolution:** SEC asked ASDMA to develop and follow one uniform rule with regard to the matter of service conditions of ASDMA employees.

**Agenda Item:26. Enhancement of remuneration of Information Assistants**

**engaged at SEOC & DEOC, Drivers & Grade-IV as per notification issued by the Labour Commissioner, Assam**

**Resolution:** SEC approved the proposal for increase of remuneration of Information Assistants engaged at SEOC & DEOC, Drivers & Grade-IV staff of ASDMA as per the latest notification issued by the Labour Commissioner, Assam vide No- ACL/41/2004/8264-330 dated 31-08-2022 w.e.f. 01-07-2022 to the extent of applicability of the notification.

**Agenda Item:27. Approval to the CA Audit Report for Financial Year 2021-22 of ASDMA**

**Resolution:** SEC asked ADDMA to circulate the CA Audit report of ASDMA for 2021-22 among the members of the SEC along with its comments on the audit observation, where necessary. SEC asked ASDMA to place the matter in the next SEC meeting accordingly.

**Agenda Item:28. Approval to SDRF proposals of Education (Secondary Department)**

**Resolution:** SEC approved 102 proposals of Education (Secondary Department) amounting to Rs. 59.25 lakh under SDRF for the year 2022 as per agenda note.

**Agenda Item:29. Approval for procurement of 100 under water deep diving sets with communication system by Fire & Emergency Services, Assam under SDRF M & E component**

**Resolution:** SEC accorded in principle approval to the proposal of Fire & Emergency Services for procurement of 100 under water deep diving sets with communication system with a tentative fund requirement of Rs. 5,80,00,000/- (Rupees Five crore Eighty lakhs only), which is to be budgeted in under H/A-2245-80-800-2907-000-32-99 (Capacity building component of ASDMA) for the year 2023-24.

**Agenda Item: 30. Approval for procurement of Inflatable rescue boats for 11 perennially flood prone revenue circles**

**Resolution:** SEC asked ASDMA to float fresh tender for procurement of 11 Inflatable rescue boats.

**Agenda Item:31. Approval of the SOP for Automatic River Water Level**

**Monitoring System (JAL TARANGINI)**

**Resolution:** SEC authorized the Chief Executive Officer of ASDMA to approve the SOP for Automatic River Water Level Monitoring System (JAL TARANGINI)

**Other Issues discussed with permission from the Chair:**

**1. Approval to SDRF proposals of Irrigation department for the year 2022-23**

**Resolution:** SEC approved 11 projects of irrigation department under SDRF for the year 2022-23 subject to due confirmation by the Agriculture Department that agricultural activities are happening in the areas covered by these 11 projects as per agenda note.

**2. Utilization of Balance Fund of Rs. 1254.97874 lakhs under capacity building component of ASDMA for either Setting up of a world class International Centre for Disaster Risk Mitigation at IIT Guwahati or Implementation of platform technologies for coordinated multi-hazard early warning and disaster response including capacity building**

**Resolution:** SEC asked ASDMA to place the matter in the next SEC meeting with detail cost benefit and alternative scheme.

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

**(Paban Kumar Borthakur, IAS)  
Chief Secretary, Assam & Chairperson  
State Executive Committee of ASDMA**

Ecf. No. 212830/109

Dated **19-12-2022**

Copy to:

All Members

**(G.D. Tripathi, IAS)**

**Chief Executive Officer  
Assam State Disaster Management  
Authority**

**Annexure-I**

<b>46th State Executive Committee Meeting Venue: Chief Secretary Conference Hall, Dispur, Guwahati-06 06th December, 2022:: 3.00 P.M.</b>		
<b>S. No</b>	<b>Name</b>	<b>Department &amp; Designation</b>
1	Shri Paban Kr. Borthakur, IAS	Chief Secretary, Assam
2	Shri Syedain Abbasi, IAS	Additional. Chief Secretary
3	Shri Prasanta Kumar Bhuyan, IPS	IGP (L&O)
4	Avinash Joshi, IAS	PS H&FW
5	Gyanendra Dev Tripathi, IAS	C&S, (R&D)
6	Dr. Om Prakash, IAS	MD SSA
7	Dr. K Kumari	Secretary, R &DM
8	Dilip Kumar Borah	Secretary, Handloom Textiles
9	Bhaskar Phukan	Secretary, Co ordinator Office of the C.S
10	Prakash Gharphalia	Secretary, Housing & Urban Affairs Dept.
11	Munindra Sharma	Secretary P&RD Dept
12	Nagendra Karmakar	Dep. Secretary, Water Resources
13	Lakshya Jyoti Hazarika	Deputy Secretary, Agriculture
14	Dr. Sadique Ali Ahmed	SP cum Fire Service Adviser, Fire & Emergency Services, Assam
15	M M Das	Sr Engineer PWD (B)
16	Deba Kr. Kalita	Addl. Secretary, Women and Child Development Dept.
17	Tej Prasad Bhusal	Addl. Secretary, Agriculture Dept
18	Jogen Baishya	Irrigation, C.E, M.I
19	Tridiv Bora	E.E Irrigation
20	Varshaty Das	Soil Conservation Dept.
21	Anasur Dutta Barua	FCS & CA Dept
22	Bijoy Sarma	PWRD, U/S (Com)
23	Diganta Kumar Baruah	PHED, CE (W)
24	N.K Debnath	Fishery Dept.
25	Tapan Kr. Gogoi	Sr. Technical Director, NIC



I/91580/2022

26	Borsing Rongpi	CE, WRD
27	P. Saikia	DP(I), Assam
28	A. Narzary	SP( Comm), Assam
29	Chandana Deka	Capital Construction Division, Deputy Architecture
30	R. C Borthakur	C.C Division Dispur
31	A. K Das	Division Secretary GAD
32	A K Das	Fisheries, Nodal Officer (DM)
33	Papul Sakia	PWRD, o/o CE PWD ®
34	Er. Saleh Ahmed Choudhury	Addl. CE PWRD Assam