

**Minutes of the meeting held on 23.02.2022 at 10.00 A.M. in the Conference Hall of the Office of the Deputy Commissioner, Kamrup, Amingaon with different heads for flood preparedness**

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Venue: Conference Hall, Office of the Deputy Commissioner, Kamrup.

Date & Time: 23<sup>rd</sup> February, 2022 at 10 AM.

Participants: at Annexure-I.

As per the guidelines of Assam Disaster Management Manual 2015, the 1<sup>st</sup> meeting of District Disaster Management Authority, Kamrup was held on 23-02-2022. The Deputy Commissioner & Chairman, DDMA, Kamrup chaired the meeting along with CEO, DDMA & ADC, Kamrup and in presence of all the Revenue Circle Officers and Field Officers, (DDMA) of Kamrup District along with the HODs of Line departments which was called to review the flood preparedness taken up by DDMA, Kamrup. He requested everyone to do their respective assigned duties during flood emergencies sincerely, so that we should all be prepared to face any eventualities.

The main agenda was to review the preparation made by various departments / authorities concerned for dealing with the flood before onset of the monsoon.

After detail discussion, the following decisions were taken in the meeting.

1. All the Circle Officer's under Kamrup will submit the contingency plan for flood for 2022-23 which must contain the list of the relief centres / camps to be identified & set up, list of country boats with owner's name & with cost estimate to be used during flood. They are also asked to identify & list the flood vulnerable villages in different intensities like high, moderate & low & notified relief camps as per guidelines. Circle Level Task force to be constituted circle wise involving P.H.E. Health & Veterinary department for the post flood mitigation measures. They are also directed to prepare a list of 5 to 10 local people as volunteer swimmers / rescuers to help & assist and act as a "First Responder" during flood season. Directions were also given to the Circle Officers for providing cooked food for the relief camp inmates for the initial three days and arrangement of the relief camps as far as possible as per Covid Protocols with Child Friendly Spaces.
2. The Executive Engineers of all the Water Resource Divisions falling under Kamrup district will activate their Embankment Management Committees & submit details of the committees in consultation with concerned Circle Officers at the office of the undersigned within 15<sup>th</sup> March, 2022. They are also directed to take protective measures of any probable breaches of weak embankments. They are also directed to clean, excavate & de-silt all the primary channels under their jurisdiction before the rainy season. All the pending works must be completed within 15.03.2022 and they will submit completion report within 20.03.2022.
3. P.W.D. Roads Division which falls under Kamrup are hereby directed to conduct survey of all vulnerable bridges and culverts under their jurisdiction & to submit fitness report of all vulnerable bridges, roads, culverts etc. within 7 days.
4. P.H.E. Department has been directed to be in readiness for necessary supply of safe drinking water in the flood effected areas.
5. Deputy Director, Food & Civil Supplies was directed to ensure sufficient stock of G.R. Items like rice & other essential commodities. He was also asked to give requisition to Food Corporation of India (FCI), Changsari for keeping sufficient quantity of good quality rice for relief (GR purpose).
6. The District Veterinary Officer, Animal Husbandry and Veterinary Department was asked to submit the stock details in advance to DDMA, Kamrup so that there should not be any scarcity of green fodder, medicine, vaccine during flood. He is also directed to submit the circle wise list of total no of livestock present in the district and to conduct veterinary camps as post flood mitigation measures in the flood effected areas.



7. Joint Director of Health Services, Kamrup has been directed to keep ready separate stock of medicine reserved for flood relief purpose and to keep responsible officers in each zone for eventuality and to conduct health camps in flood effected areas.
8. AGM, APDCL was directed to distribute advisory safety during flood among the public in flood prone areas.
9. The District Agriculture Officer, Agriculture Department was also asked to be in full preparedness for the assistance of the flood affected farmers by providing sidling's etc. and to identify vulnerable flood effected areas wherein Pradhan Mantri Fasal Bima Yojana (PMFBY) scheme can be implemented. The department was asked to submit the list of such venerable areas to DDMA Branch, Kamrup.
10. SDRF & NDRF were asked to be in readiness for any eventuality and will remain in coordination with all Circle Officers & Field Officers including DPO, DDMA, Kamrup during the flood season.
11. District Forest Officer, Forest Department has been asked to identify the dead trees in and around their jurisdiction mainly near the Highways and also to the necessary measures trimming and pruning of the trees before monsoon season. The DFOs are asked to constitute Task Force in advance to response during any emergency & submit report to DDMA, Kamrup within 7 days.
12. As regards the status of the schemes under SDRF, the Departments submitted the following details, respective of their approval being given from the Government.

Sl. No.	Revenue Circle	Department	Total No of Scheme	Status		Yes	No
1	Hajo	Guwahati Electrical Division (West), APDCL	5	Whether approved in DDMA, Yes/No	Yes on 19.10.2021	5	
				Scheme, approved/rejected	Approved	5	
				Administrative approval, Yes/No	Yes	5	
				Work order issued, Yes/No	Yes	5	
				Yet to be placed in SEC, Yes/No			
				Under execution, Yes/No	No		5
				Completed, Yes/No	Yes	5	
2	Boko & Chamaria	Boko-Chhaygaon Division, Irrigation	18	Whether approved in DDMA, Yes/No	Yes	18	
				Scheme, approved/rejected	Approved/rejected	17	1
				Administrative approval, Yes/No	Yes/No	17	1
				Work order issued, Yes/No	Yes/No	17	1
				Yet to be placed in SEC, Yes/No	Yes/No	17	1
				Under execution, Yes/No	No		18
				Completed, Yes/No	No		18



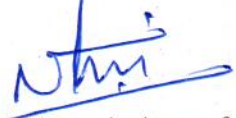
3	Hajo & Kayan	Jalukabari & Hajo Territorial Road Division	27	Whether approved in DDMA, Yes/No	Yes/No	22	5
				Scheme, approved/rejected	Approved/rejected	22	5
				Administrative approval, Yes/No	Yes/No	22	5
				Work order issued, Yes/No	Yes/No	22	5
				Yet to be placed in SEC, Yes/No	No		27
				Under execution, Yes/No	Yes/No	7	21
				Completed, Yes/No	Yes/No	5	22
4		North Kamrup Territorial Road Division, Rangia	36	Whether approved in DDMA, Yes/No	No		36
				Scheme, approved/rejected	No		36
				Administrative approval, Yes/No	No		36
				Work order issued, Yes/No	No		36
				Yet to be placed in SEC, Yes/No	No		36
				Under execution, Yes/No	No		36
				Completed, Yes/No	No		36
5	Chhaygaon, Goroimari, Boko, Nagarbera, Chamaria	North Kamrup Territorial Road Division, Rangia	30	Whether approved in DDMA, Yes/No	No		30
				Scheme, approved/rejected	Rejected		30
				Administrative approval, Yes/No	..		30
				Work order issued, Yes/No	..		30
				Yet to be placed in SEC, Yes/No	..		30
				Under execution, Yes/No	..		30
				Completed, Yes/No	..		30
6		Ghy West Water Resource Deptt.	66	Whether approved in DDMA, Yes/No	Yes	66	
				Scheme, approved/rejected	Approved/rejected	17	49
				Administrative approval, Yes/No	Yes/No	2	64
				Work order issued, Yes/No	Yes/No	2	64
				Yet to be placed in SEC, Yes/No	Yes/No	17	49
				Under execution, Yes/No	Yes/No	2	64
				Completed, Yes/No		9	57
7	N. Ghy, Kamalpur, Hajo	Ghy East Water Resource Deptt	14	Whether approved in DDMA, Yes/No	Yes	14	
				Scheme, approved/rejected	Approved/rejected	6	8
				Administrative approval, Yes/No	Yes/No	4	10

				Work order issued, Yes/No	Yes/No	4	10
				Yet to be placed in SEC, Yes/No	No		14
				Under execution, Yes/No	Yes/No	4	10
				Completed, Yes/No	Yes/No	4	10
8	Palashbari, Goroimari	PGP, Water Resource Deptt.	14	Whether approved in DDMA, Yes/No	Yes	14	
				Scheme, approved/rejected	Yes/No	6	8
				Administrative approval, Yes/No	Yes/No	2	4 (in progress)+ 8=12
				Work order issued, Yes/No	Yes/No	2	12
				Yet to be placed in SEC, Yes/No	No		14
				Under execution, Yes/No	Yes/No	2	12
				Completed, Yes/No	Yes/No	2	12
9	Hajo	Nalbari Water Resource Deptt.	2	Whether approved in DDMA, Yes/No	Yes	2	
				Scheme, approved/rejected	Rejected		2
				Administrative approval, Yes/No	No		2
				Work order issued, Yes/No	No		2
				Yet to be placed in SEC, Yes/No	No		2
				Under execution, Yes/No	No		2
				Completed, Yes/No	No		2
10		APDCL, Mirza	2	Whether approved in DDMA, Yes/No	Yes	2	
				Scheme, approved/rejected	Approved	2	
				Administrative approval, Yes/No	N/A		
				Work order issued, Yes/No	Yes	2	
				Yet to be placed in SEC, Yes/No			
				Under execution, Yes/No	No		2
				Completed, Yes/No	Yes	2	
11	Kayan	Rangia Electrical Division, APDCL	1	Whether approved in DDMA, Yes/No	Yes	1	
				Scheme, approved / rejected	Approved	1	
				Administrative approval, Yes/No	Yes	1	
				Work order issued, Yes / No	Yes	1	



				Yet to be placed in SEC, Yes/No	No		1
				Under execution, Yes/No	No		1
				Completed, Yes/No	Yes	1	
12	Chhaygaon	Joint Director Health Services, Kamrup	1	Whether approved in DDMA, Yes/No	Yes	1	
				Scheme, approved / rejected	Approved	1	
				Administrative approval, Yes/No	Yes	1	
				Work order issued, Yes / No	Yes	1	
				Yet to be placed in SEC, Yes/No			
				Under execution, Yes/No	No		1
				Completed, Yes/No	Yes	1	
13	Palashbari / Chamaria	Elementary Education (DEEO, Kamrup)	8	Whether approved in DDMA, Yes/No	Yes	8	
				Scheme, approved / rejected			6
				Administrative approval, Yes/No	No		8
				Work order issued, Yes / No	No		8
				Yet to be placed in SEC, Yes/No	No		8
				Under execution, Yes/No	No		8
				Completed, Yes/No	No		8


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

  
Deputy Commissioner & Chairman,  
District Disaster Management Authority,  
Kamrup, Amingaon  
Date: 23-02-2022

Memo No: K/DDMA/FP/37/2022/14-A

Copy to:

1. The Superintendent of Police, Kamrup for kind information.
2. The SDO (Civil), Rangia Civil Sub Division for information and necessary action.
3. All Revenue Circle Officers for information and necessary action.
4. All Members Present in the meeting.
5. All Field Officers, DDMA for information and necessary action.
6. P.S. to the CEO, ASDMA, Dispur, Guwahati - 6 for kind information.
7. Office file.

  
Deputy Commissioner & Chairman,  
District Disaster Management Authority,  
Kamrup, Amingaon