

**Minutes of the meeting with Revenue Circle Officers and Other  
Departments regarding Flood and COVID preventive measures to be taken  
in Kamrup District on 26<sup>th</sup> May, 2021.**

Venue: Conference Hall, New DC Office Building, Kamrup.

Date & Time: 26<sup>th</sup> May, 2021 at 10 AM.

Participants: at Annexure-I.

A meeting chaired by the Deputy Commissioner, Kamrup in presence of all the Circle Officers, Kamrup district, Kamrup Police and other line departments of Kamrup District was called to review the flood and COVID related preventive measures taken up by the departments. Welcoming the participants, the Deputy Commissioner said that all Officers and staff of District Administration and line departments should remain acquainted with the sets of guidelines laid down by the Government for Covid and Flood Management.

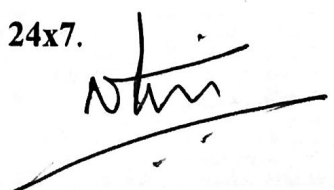
Recently, Hon'ble Chief Minister in a video conference clearly directed that this year the flood management will have to be handled with renewed zeal, such that, the state of Assam will set an example in management of flood disasters. This cannot be achieved single handed, but District Administration along with Police Administration and other line departments working as a team, setting up benchmarks for flood administration.

The following are the agendas discussed with the participants.

1. **Role of Field Staff:** The Deputy Commissioner reiterated that the Field staff of the various departments make a lot of difference in the implementation of different works at the grassroot level. In this context the Government of Assam has given directions for creating Task forces at the circle level and village level. The Deputy Commissioner was pleased to announce that Kamrup district was a step ahead in this regard, as the Task forces have already been notified in this district. The Task force must meet on a regular basis, will be at the discretion of the Revenue Circle Officer and will be responsible for both Covid and Flood Management.
2. **Restrictions on Pharmacy:** The Deputy Commissioner directed the Task force members to keep track of the people going to pharmacies to buy medicines and
  - (a) Restrict the pharmacies from selling steroids / medicines if customers do not produce a prescription from the doctor.
  - (b) Check the stock register of the medicines procured by the pharmacy
  - (c) Check the register kept for maintaining the selling of medicines and to check the sales of medicines for cold and similar symptoms.



- 3. Steps to assist the Health Department:** In order to boost the functioning of the Health department in the district, the Deputy Commissioner pointed out the steps taken in this regard.
- (a) Setting up of a district level Call Center:
  - (b) Setting up Block level stabilization unit, earmarking 2-5 beds in each BPHC for emergency Covid patients
  - (c) Formation of Rapid response teams
  - (d) Individual visit to households: The Asha, Anganwadi and MSW male workers will be visiting households and submit a daily report on the health condition of the family members.
- 4. Contribution to Chief Minister's Relief Fund:** The Hon'ble Chief Minister has made a fervent appeal to everyone to contribute to the CM's Relief Fund in whatever amount possible and create a "Jan Andolan" for wilful contribution for COVID, and in this regard the Deputy Commissioner said that an awareness campaign will be launched in the district to urge people to contribute especially for vaccination. The Circle Officers will also be empowered to receive donations on behalf of the Hon'ble Chief Minister.
- 5. Permission for Inter District movement:** Addl. Deputy Commissioner, Disaster Management, informed that from now on, the pass for inter district movement will be issued online. The login credentials will be shared with everyone concerned through whatsapp for accessibility. However, offline issue of passes in this regard will continue.
- 6. Flood 2021:** The Deputy Commissioner said that compared to last year this year's flood management will be more challenging as the peak of COVID and Flood this year may peak at the same time whereas last year it was in different time periods. He requested all District Administration Officers, Police Administration and Line Departments to be on alert and always remain in the Headquarter for giving immediate response to any emergency situations. The Deputy Commissioner laid stress on the following points mentioned below:
- (a) Maintain COVID protocol of 7 meter distance when relief camps are set up.
  - (b) Check for infrastructures (educational institutions / community halls, etc) nearby the pre-designated relief camps, so that it can be converted to an additional flood relief camp.
  - (c) All field staff are to remain in the field during the flood season in the district.
  - (d) All Officers / staff are to be available on their **mobile phones 24x7**.



(e) All Circle Officers are to submit flood reports online through Flood Reporting and Information Management System (FRIMS) on a daily basis.

(f) All damage proposals / RG/GR will be routed through the Circle Officers.

(g) Circle Officers will cross verify /scrutinize the damage proposals from various departments and submit the same to DDMA for approval and onward submission to Government.

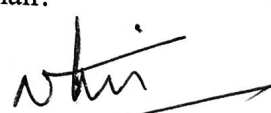
(h) The DEEO, and Inspector of Schools will keep the schools in flood prone areas on alert, as the kitchens of these schools could be used for preparing hot food when people immediately take shelter on embankments in case of floods, as directed by the Hon'ble CM.

The Superintendent of Police, pointed out that as per the Hon'ble CM's direction, if people take shelter on embankments, then it should be considered as a "camp like situation" and they should be provided with relief items.

**(7) Vaccination Programme for Specially Abled Persons:** The District Social Welfare Officer, Kamrup said that Social Welfare department has planned a vaccination programme for PWD persons which will be implemented phase wise at the Block level(PHC / CHC) in co-ordination with the District Administration.

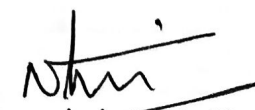
Summing up the discussions the Deputy Commissionersaid that everyone has been doing their job tirelessly and requested everyone to work as a team at the District, Circle, GP and Village level and highlight difficulties and problems faced and bring suggestions to further improve upon the services provided to the public.

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

  
Deputy Commissioner & Chairman,  
District Disaster Management Authority,  
Kamrup, Amingaon  
Date: 27-05-2021

Memo No:K/DDMA/FP/15/2021/48 -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.

  
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District Disaster Management Authority,  
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