

**MINUTES OF THE FLOOD PREPAREDNESS MEETING HELD IN THE CONFERENCE
HALL OF THE OFFICE OF THE DEPUTY COMMISSIONER, KAMRUP, AMINGAON, ON
27th MARCH, 2018 AT 2:30 pm.**

Members Present:

As Annexure.

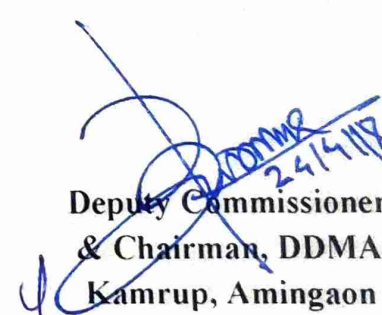
The meeting was chaired by the Deputy Commissioner and Chairman, DDMA, Kamrup, Amingaon. At the outset, Addl. Deputy Commissioner and CEO, DDMA welcomed everyone and briefed about the agenda of the meeting. The points of discussion of the meeting are as follows:

1. Initializing the discussion the Deputy Commissioner and Chairman, DDMA, Kamrup, Amingaon said that the roles and responsibilities of the various departments are well taken and understood by everyone. It is the reporting mechanism which needs to be taken seriously since it is often seen that the departments fail to submit damage reports properly. Moreover it is also seen that the reports are not submitted within the stipulated time, i.e. within 24 hours of the occurrence of the incident.
2. The District Project Officer (DPO), Kamrup then briefed everyone about the various phases of flood preparedness; Assam Relief Manual; DM Act- 2005 and various other components of flood preparedness through a power point presentation.
3. This was followed by another presentation and video documentation by Shri. Sanjib Sabhapandit on a mobile shelter boat – “Mother Shelter” designed by Shri Sabhapandit himself. The USP of the shelter boat is that, it can be carried to any flood affected area and can be assembled as well as dismantled within 4 hours and can accommodate around 35 people at a time. It has all the amenities including bathroom, toilet, solar light, rain water harvesting etc. After the presentation the Deputy Commissioner praised Shri Sabhapandit for his innovation in building such a unique and scientific shelter boat and thanked him for his efforts.
4. The Deputy Commissioner and Chairman, DDMA, Kamrup Amingaon then asked the Circle Officers to provide their inputs and suggestions for the preparedness of the upcoming flood season.
5. The Circle Officer, Goroimari enquired the Veterinary Deptt. if any pre flood camps are being set up in Goroimari Rev. Circle, to which the officials present informed that vaccination camps are running in Goroimari. The Circle Officer then said that no such information was provided to the office of the Circle Officer and he is totally unaware of the running of such camps. To this the Deputy Commissioner and Chairman, DDMA, Kamrup as well as the Addl. Deputy Commissioner and CEO, DDMA, Kamrup suggested all the line departments to provide official information to the concerned Circle Officers before any such activities.
6. The Circle Officer, Chamaria requested the PHE Deptt. to install hand pumps before the upcoming flood season. To which the Deputy Commissioner instructed the PHE Deptt. to identify suitable spots for the installation of hand pumps in order to cover maximum flood

affected population. He also asked to take account of stock and supply of adequate amount of disinfectants.

7. The Supply Branch then asked about the possibilities of handing over the supply materials to the district headquarter, to which the Deputy Commissioner instructed to supply the same to the nearest possible Rev. Circle only in case it becomes difficult for them to supply it to the concerned Rev. Circle.
8. The Deputy Commissioner then instructed the Agriculture Deptt. to provide proper flood damage assessment report and inform the same to the local MLA before submission.
9. The Fishery Deptt. was instructed to provide assessment report with exact facts and figures and submit the same within stipulated time.
10. Smt. Arunima Bhuyan, DSP, Kamrup then briefed everyone about the flood preparedness of the Police Deptt.
11. APDCL was then asked to take account of any vulnerable electric poles and wirings and were asked to repair/replace the same immediately to avoid any accidents related to electrification.
12. The Deputy Commissioner then asked all the Circle Officers to identify any alternative road connectivity within their jurisdiction which can be used during any severe flood. He also stressed on taking adequate measures and precautions during relief distribution.

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

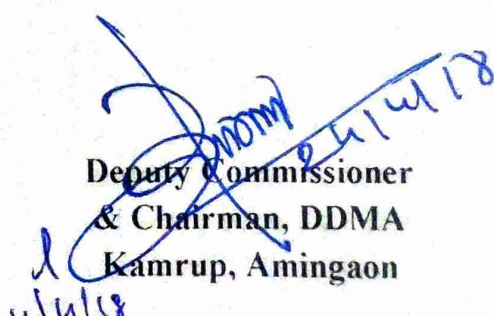

Deputy Commissioner
& Chairman, DDMA
Kamrup, Amingaon

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Dated: 27th March, 2018

Memo No:K/DDMA/19/2018/12

Copy to:

1. The Chief Executive Officer, ASDMA for kind information.
2. All members present.


Deputy Commissioner
& Chairman, DDMA
Kamrup, Amingaon