

**F.No31-13/2004-NDM –III**  
**Ministry of Home Affair**  
**Government of India**  
**(NDM Division)**

North Block, New Delhi  
Dated the 27<sup>th</sup> July 2004

**OFFICE MEMORANDUM**

**Subject: Establishments of Hazard Safety Cells in States/UT- action taken thereof**

The undersigned is directed to refer to this Ministry's D.O. letter of even number dated the 22<sup>nd</sup> April 2004 and O.M of 21<sup>st</sup> June 2004 regarding establishment of Hazard Safety Cells (HSC) for carrying out appropriate design review of all Government Buildings and lifeline infrastructure to be constructed in the States/UTs. A set of the communications sent earlier, along with the guidelines for establishment of HSC is enclosed herewith for ready reference.

2. The Hazard Safety Cells in every States/UTs will perform the following functions;

I) To achieve competence in Hazard Resistant Design of Buildings and Structures as well as in Restoration & Retrofitting of Buildings and Structures through training, acquisition of published books and documents, building codes, guidelines and manuals, documentaries and films etc. on the subjects of disasters.

II) (a) To become competent in reviewing the architectural and structural designs of all RCC, Steel and Masonry Buildings and Structures from the point of view of safety under earthquakes, cyclones, floods, landslides and fire, and to prepare checklists for quick review of the new designs to be adopted for buildings and structures to be constructed in the State.

(b) Carry out review of All Government Buildings of Various Departments including Panchayats, and Standard or Type Designs etc., & including;

- i. Important service and community buildings with an *importance factor (I)* of 1.5 or higher.
- ii. All buildings of over G+2 including apartment buildings, shopping complexes etc.

*[The Review shall cover building configuration, basic design factors adopted, in compliance with BIS codes, and reinforcing details as per the detailed checklist prepared].*

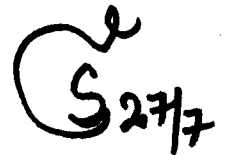
(c) To provide suitable checklists for regulatory authorities in local bodies who would carry out the initial screening of designs.

- III) To act as an advisory cell to the state Government on the different aspects of building safety against the hazards.
- IV) To act as a consultant to the state government for retrofitting of Govt buildings and lifeline structures.

3. The composition of Hazard Safety Cell (HSC) will depend on the needs of the State and it will be headed by the Chief engineer (Designs), State PWD, with necessary engineering staff within the Cell. The HSC will be located under the direct supervision and control of the Engineer-in-Chief of the State Public Works Department. The functionaries of the HSC will assume full responsibility for the designs, which have been cleared by the cell, and may also conduct field visits to review the compliance in construction phase. State governments will ensure that the functionaries attached to the cell will remain attached for a minimum period of three years.

4. Upon the constitution of the HSC this Ministry will support the State Govts/UTs in training of the functionaries of the Hazard Safety Cells on all aspects of hazard safety engineering with the help of national resource institutions. Government of India has already approved a National Programme for Capacity Building of Engineers in Earthquake Risk Management to assist the states in building capabilities in earthquake-resistant design and construction techniques.

5. Action for establishment of HSCs has been initiated by the States of Bihar, Madhya Pradesh, Mizoram and Rajasthan. It is requested that the remaining States/UTs may kindly initiate necessary action for establishment of HSCs to establish review and advisory mechanism for proper enforcement of the building codes in all future constructions, and to ensure the safety of buildings and structures from various hazards.



**(Saroj Kumar Jha)**

Deputy Secretary to the Govt. of India

Tel: 30943163

Fax: 23093750

Mobile: 9811204670

E-mail: dsdm@mha.nic.in

**To:**

**Secretaries (Disaster Management) & Relief Commissioners of all States/UTs**