

Relief Commissioners Conference

On 18th May, 2018

No. 33-3/2018-NDM-I
Government of India
Ministry of Home Affairs
Disaster Management Division

'C' Wing, 3rd Floor, NDCC-II,
Jai Singh Road, New Delhi
Dated, the 13th April, 2018

To
The Relief Commissioner/ Secretary,
Department of Disaster Management,
(All States/UTs)

Subject: Annual Conference of Relief Commissioners/ Secretaries Department of Disaster Management of States/ UTs to review the status of preparedness for South West Monsoon 2018 – on 18th May 2018 in Hall No. 4 (FF) at Vigyan Bhawan, New Delhi.

Sir/ Madam,


As you are aware Ministry of Home Affairs organizes an Annual Conference of Relief Commissioners/ Secretaries, Department of Disaster Management of States/ UTs, every year. The Ministry will organize this year's Conference on 18th May 2018 in Hall No. 4 at Vigyan Bhawan, New Delhi. A copy of the programme is **enclosed**.

2. As this is an important event to review the status of preparedness particularly in the context of south-west monsoon 2018 and to discuss important issues related to strengthening of disaster management system in the country, you are requested to attend the said Conference. It is also requested that updated contact information of officers dealing with the disaster response may also be indicated. A proforma in this regard is **enclosed** and the same may kindly be completed and forwarded to the Ministry by **27th April 2018** positively. The said information may also be sent through e-mail at the address: tdm@nic.in

3. A check list on status of preparedness by the State Government/ UT in the context of southwest monsoon 2018 is also **enclosed**. State Governments/ UTs are requested to provide necessary item-wise feedback thereon by 28th April 2018.

4. Details of the Conference may also be seen on our website www.ndmindia.nic.in.

Yours sincerely,



(Om Prakash)
Assistant Director
Telefax: 23438106

Encl: As above.

**Annual Conference of Relief Commissioners/ Secretaries, Department of
Disaster Management of States/ UTs - 2018**

Date: 18th May 2018

Time: From 0900 Hours

Venue: Vigyan Bhawan, Hall No. 4 (FF), New Delhi

Sl. No.	Item	Time
1	Registration	0900 – 1000
	Inaugural Session	
2	Welcome Address – Joint Secretary (DM)	1000 - 1005
3	Address by DG National Disaster Response Force (NDRF);	1005 - 1015
4	Address by Member, National Disaster Management Authority (NDMA);	1015 - 1025
5	Inaugural Address – Union Home Secretary	1025 - 1035
6	Tea Break	1035 - 1100
7	Presentation by IMD on “Forecast of South-West Monsoon 2018, Cyclonic system and IMD’s Future Plans for Enhancement of its Forecasting capabilities”; followed by Discussion, suggestions & feedback from States/ UTs.	1100 - 1110 1110 - 1130
8	Presentation by National Disaster Management Authority (NDMA); followed by Discussion, suggestions & feedback from States/ UTs.	1130 - 1140 1140 - 1155
9	Presentation by CWC on “Flood Forecasting and Warning Mechanism”; followed by Discussion, suggestions & feedback from States/ UTs.	1155 – 1200 1200 – 1220
10	Presentation by Geological Survey of India (GSI) on “Landslide Forecasting and Warning Mechanism”; followed by Discussion, suggestions & feedback from States/ UTs.	1220 – 1230 1230 – 1240
11	Presentation by National Disaster Response Force (NDRF) on “Preparedness of NDRF and raising of State Disaster Response Force (SDRF) by States for deployment for rescue & relief operation during disaster period, mock drills and raising Plan”; followed by Discussion, suggestions & feedback from States/ UTs	1240 – 1250 1250 – 1300
12	Presentation by Ministry of Defence on “Role of Armed Forces in disasters Management-Ministry of Defence”; followed by Discussion, suggestions & feedback from States/ UTs	1300 – 1310 1310 - 1320
13	Lunch	1320 – 1420
14	Preparedness status of States for dealing with forthcoming Monsoon / Cyclone during 2018; Presentation by the States:-	
(i)	Bihar –	1420 – 1440
(ii)	Gujarat –	1440 - 1500
(iii)	Assam -	1500 – 1520
15	Tea Break	1520 – 1540
(iv)	Uttarakhand –	1540 - 1600
(v)	Tamil Nadu -	1600 – 1620
(vi)	Odisha – Sharing experience - successes story of handling Cyclone of severe nature.	1620 - 1640
16	Vote of Thanks by JS (DM)	1640 – 1645

Annual Conference of Relief Commissioners/ Secretaries of Departments of Disaster Management of States/UTs -2018

Information of officer participating in the Conference as well as officer concerned handling the Disaster Management in the State.

Name of the State/ UT-----

S. No.	Item	To be filled up by States/ UTs					
1	Name and Designation of the Officer(s) who will be participating in the Conference	Name _____ Designation _____ Tele No: Office Ph. : ----- Fax : ----- Residence : ----- Mobile : -----					
2. Name, designation, telephone number of the following officers who can be contacted during emergencies :							
		Name/ Address	Tel (O)	Tel (R)	Mobile	Fax No.	Email
	Chief Secretary						
	Relief – Commissioner/ Secretary, Department of Disaster Management						
	Secretary (Revenue)						
	Nodal Officer						
3.	Telephone number, fax number of the Control Room at State HQrs.	Telephone No. _____ Fax No. _____ Email. _____					

Signature:
Name & designation of the officer

Check List for seeking information from the State Governments/ UTs in the context of preparedness for South-West Monsoon-2018.

1. **Status of State Disaster Management Plan (SDMP) and District Disaster Management Plans (DDMPs) as required by DM Act, 2005.** The State Governments are requested to furnish the latest status in the matter.

2. **Vulnerability Assessment:**

Whether a profile of the various districts vulnerable to different disasters has been prepared. This includes vulnerability assessment, past history, geographical feature and the impact and intensity as also the damage of the past disasters. Based on this, whether a list of most vulnerable village-district, town/city wise has been prepared.

3. **Dissemination of Warning System:**

Whether a review of the exiting Warning and Forecasting System has been made in the context of floods, heavy rains, cyclone, landslides, avalanches and Tsunami in association with concerned Departments of the State Government and the Government of India office located in the State. This includes India Meteorological Department (IMD), Central Water Commission (CWC), Geological Survey of India (GSI), Snow & Avalanche Study Establishment, Indian National Centre for Ocean Information Service (INCOIS), All India Radio, T.V., Electronic media, local sirens and other traditional means.

4. **Emergency Response Activities:**

- i) *Coordination:* Whether State and District level coordination Committees have met and reviewed the preparedness with all concerned stakeholder.
- ii) *Rapid Damage Assessment:* Whether the mechanism for rapid assessment of damage has been put in place. The rapid damage report is required to be prepared immediately and forwarded to all concerned including State Government and Control Room of Ministry of Home Affairs (MHA).
- iii) *Maintenance of Essential Services:* During disasters like flood, heavy rains, cyclone, the first causality is the essential services line Power, Tele Communications, Roads. Whether coordination meeting has been organized with these Departments to ensure the immediate restoration of these services in the event of disruption due to floods, cyclone.
- iv) *Stocking of essential commodities:* Whether adequate stocks of essential commodities like food grains, kerosene oil, salt, edible oil etc., have been made at different strategic location/ places.
- v) *Medicines:* Whether review of availability of essential medicines, needed in the wake of floods and heavy rains for likely water borne diseases like diarrhea have been adequately stocked at various vulnerable centres.
- vi) *Arrangements of Drinking Water:* Whether position has been reviewed with all concerned for ensuring supply of safe drinking water during crisis period. This includes transportation of drinking water.
- vii) *Temporary Shelters/ Relief Camps:* A list of the shelters identified for organizing relief camps for persons evacuated from the low lying areas has been made. Whether adequacy of these shelters has been reviewed and Plan for putting up temporary shelters put in place. These include arrangements for organizing relief camps like provision of essential food, drinking water supply, sanitation, medicines etc. Whether provision of shelter material like tarpaulin, tents have been reviewed at State/ District level.

5. **Pre-Contract:** Whether a list of relief material required during emergency response phase has been prepared based on the past experience. This Ministry had advised the State Governments to enter into pre contract for the items which are not available with the State Government and required in bulk during emergency. This will ensure the timely availability of relief items.

6. **Evacuation Plan:** Based on the vulnerability assessment, whether evacuation plan for the persons residing in the low lying areas has been drawn up. These include identification of places, means of transportation, evacuation route.
7. **Dissemination of forecasting/ warning Plan:** Based on the forecasting agencies, whether dissemination of these forecasting / warning etc. plans for the persons residing in the areas likely to be affected has been drawn up. These include identification of forecasting agencies, means of dissemination of warning to the end users etc.
8. **Plan to Regulate flow of people:** Based on the forecasting agencies, whether any on-site plan have been drawn up to regulating the pilgrims/ tourist in the wake of any eventuality in the religious / tourist places for the persons residing/ visiting in the areas. These include identification of regulating agencies, evacuation/ alternative route etc..
9. **Identification of Nodal Officers:** Whether a list of nodal officers in various concerned Departments of the State Governments and Government of India located in that State has been made. These list of required to made activity/ sub-activity wise. The Name, Designation, Telephone Nos., Fax No. and E-mail address of identified nodal officer is to be prepared, printed and circulated to all concerned.
10. **Activating of Control Rooms:** Whether Control Rooms at vulnerable districts and State Headquarters have been activated with adequate number of trained personnel and equipment.
11. **Search and Rescue Teams:** How many search and rescue teams in the State response Force have been trained and equipped for cyclonic storm/ floods/ heavy rains/ avalanche/ landslides etc.. Whether the procedure for their deputation at short notice has been finalized. Whether Search & Rescue Teams of your State can be deputed to the neighboring State, during crisis period?
12. **Preparedness Drills/ mock exercise:** The State Governments are required to organize preparedness drills and to carry out mock exercises. Whether such exercises have been carried out by the State Governments during current year based on the field experience and lesson learnt from previous disaster.
13. **Transparency in Relief Operations:** The Ministry of Home Affairs has been requesting the State Governments that a list giving the details of the beneficiaries with their name and address along with quantity/ volume and quality of relief distributed may be prepared and made available to the local representatives of the public in Panchayats and Municipalities. The consolidated list should also be maintained and displayed at the block level/ Taluka levels and made available to general public on demand on nominal charges of Rs.10/-. The State Governments are requested to indicate the action taken in the matter.
14. **Direct Benefit Transfer (DBT):** Whether State Government have proper mechanism in place for disbursement of all beneficiary oriented relief/ assistance through Direct Benefit Transfer (DBT) into the account of the beneficiary. This programme aims to transfer benefits directly into the bank/ postal accounts, preferably Aadhaar seeded, of accurately targeted beneficiaries. DBT is an attempt to ensure a better and timelier delivery of benefits to the targeted beneficiary and enhancing financial inclusion. State Governments should invariably use Direct Benefit Transfer (DBT) to provide various kinds of beneficiary oriented assistance under SDRF/ NDRF like gratuitous relief, input subsidy assistance to farmers for land/ crop loss, assistance to small and marginal farmers for replacement of animals, assistance to fishermen, assistance to handicraft/ handloom artisans and assistance for houses damaged etc.
15. **National Building Code:-** Whether State Government have proper mechanism in place for planning & implementation various provisions of National Building Code towards earthquake resistant design and construction of buildings/ structures in various zones/ parts of the State to prevent and minimize the loss of life and damage to property caused by earthquakes.
16. **Conservation, harvesting and recharging of water management:-** Whether State Government have concrete scientific plan in place for the conservation of rivers, river corridors, water bodies as well as harvesting and recharging water management especially in rainfed areas of the State.

17. **Floodplain Zoning:-** Whether State Government have proper legislation on floodplain zoning. Floodplain zoning is a procedure to prevent flood hazard on river banks. As s part of the zoning, locations are determined so that flood damages are reduced to minimum. It also envisages lying down limitation on development of both the unprotected and protected areas. Flood plain zoning is not only necessary in case of floods by river but also useful in reducing the damage caused due to drainage congestion, particularly in urban areas.

18. **Urban flood:-** Does the State Government have any concrete plan to address the issues of urban flood of the cities so that flash floods can flow into their natural process? Whether planning of the cities drainage system is robust and up to mark to address the likely issues of urban flood. Whether any assessment of preparedness has been carried out by the State Government in this regard?
