



Notification

NO.SWK/DDMA-II/PT-I/2015-16/10,

Dated Mawkyrwat the 30th April 2021.

This is for general information that in view of the rapid spread of COVID-19 the Incident Response Team is hereby constituted in South West Khasi Hills District, Mawkyrwat with the following officers in charge of the various commands and Sections to effectively respond to the demanding situation.

IRS Position		Designation of Officers
Responsible Officer		Smt. C. Kharkongor, IAS, Deputy Commissioner cum Chairman (DDMA), South West Khasi Hills District, Mawkyrwat.
Senior Officers to Assist RO in the District Emergency Operation Centre (DEOC)		Superintendent of Police, District Medical & Health Officer, District Surveillance Officer, District Disaster Management Officer, District Veterinary Officer, and Civil Defence
Command Staff		Role and Responsibility
Incident Commander	Shri. W. Biam, MCS, Addl. DC & PD DRDA	Oversee situation status like number of people affected and overall supervision of all Operations and relief measures.
Deputy ICs	Shri. H.S. Diengdoh, MCS, SDO Ranikor Civil Sub Division	Responsible for overall implementation of guidelines issued by the Home Ministry, GOI and to monitor and supervise all relief distribution under Ranikor C&RD Block.
	Shri. L.G.M. Kharmih, MCS, BDO Ranikor C&RD Block	Responsible for overall implementation of guidelines issued by the Home Ministry, GOI and to monitor and supervise all relief distribution under Ranikor C&RD Block.
	Shri. F.B. Basan, MCS, BDO Mawkyrwat C&RD Block	Responsible for overall implementation of guidelines issued by the Home Ministry, GOI and to monitor and supervise all relief distribution under Mawkyrwat C&RD Block.
Information & Media Officer	Smt. S.K. Phanbuh, DPRO	Dissemination of information and wide publicity of orders, advisories, instruction, etc.
Operation Section		
Operation Section Chief	District Medical & Health Officer	Supervision of all Medical Operation for prevention and treatment of COVID-19.
Deputy Operation Chief	Medical & Health Officer	Incharge of medical facilities and treatment of affected patient in Mawkyrwat Civil Hospital.
Planning Section		
Planning Section Chief	Shri. L.K. Diengdoh, MCS, EAC,	Planning Monitoring and Evaluation of relief measures
Resource Unit Leader	Shri. Shiv Kumar, DIA NIC	Assessment of requirement and availability of resources in the District.
Logistic Section		
Logistic Section Chief	Shri. F.B. Basan, MCS BDO	Maintenance of stock inventory of all essential commodities in the district

Service Branch Director	Shri. Pascal Snaitang, Inspector of Supply	Procurement and distribution of essential commodities as and when required he shall consult with Planning Section Chief and Logistic Section Chief and take the final approval of Incident Commander and Responsible Officer before the procurement.
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Any Officers and staff may be co-opted at any time in case of emergency.

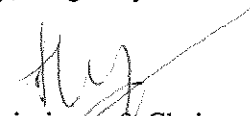
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Deputy Commissioner & Chairman
District Disaster Management Authority,
South West Khasi Hills District,
Mawkyrwat.

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Copy to:

1. The Joint Secretary to the Government of Meghalaya, Revenue & Disaster Management Department, Meghalaya Shillong for information.
2. The Executive Director, State Disaster Management Authority, Meghalaya Shillong, for information.


Deputy Commissioner & Chairman
District Disaster Management Authority,
South West Khasi Hills District,
Mawkyrwat.