

Proceeding of the meeting of DDMA Members held under the Chairmanship of Additional District Magistrate, Kullu on 7th June 2018 at 03:00PM in the Chamber of ADMA Kullu

List of Participants is at Annexure-A

At the outset of the meeting, Sh. Akshey Sood, Additional District Magistrate, Kullu –cum- CEO DDMA, Kullu welcomed all the DDMA members including Sub Divisional Magistrates for the general house. As per the agenda the points were reviewed and discussed as follows:

Agenda No. 1. Constitution of the Advisory Committee for the District as per Article 28 of DM Act 2005

- As per Article 28 of DM Act 2005 under which Advisory Committee for the District is to be constituted, the members agreed to the same and proposed that about eight members should be selected for the formation of the committee. The names of the institutes within district like ABV Mountaineering Institute and Allied Sports, GB Pant National Institute of Himalayan Environment and Sustainable Development, Snow and Avalanche Study Establishment Manali, Commandant Home Guard, NGO which is most active for various disaster related activities, with some having suggested the name of Chape Ram for search and rescue purpose, the state level nominee and Ex-servicemen within the district were put forth.

Action by: DDMA

Agenda No. 2. Review of DDMP 2017 for updation in 2018.

- The members were informed that DDMP 2017 has already been circulated to all stakeholder departments within the district. As it is to be revised on yearly basis, CEO DDMA directed all stakeholder departments to go over the plan and provide their suggestions and updations with regards to their departmental information within the DDMP 2017 for revision, by August 2018.
- SE PWD was directed to identify Hotspots within Kullu with regards to landslides and provide the same for updation in the revised DDMP 2018, keeping with the road widening within the district.

Action by: All stakeholder departments

Agenda No. 3. How and where can the government schemes be involved for disaster risk reduction within the District.

- The members were explained that keeping in view the hazard profile of the district and its related disasters like fire, government schemes operating in various panchayats and villages could be clubbed for developing tanks in fire prone areas under MNREGA or other such schemes, which would help towards disaster risk reduction. Similarly, for landslide prone areas if forest department could be pulled into plantations of some sort like grass to reduce land slippage.
- CEO DDMA directed the members to suggest such government schemes within their departmental capacities that would be clubbed towards Disaster Risk Reduction within the district, so the same may be further taken up for action.
- PO DRDA to be consulted for the various schemes working within the district as well.

Action by: All stakeholder departments

Agenda No. 4. Formation of Inter-Agency Group within District Kullu

- The members were informed that as per DDMP 2017 and DM Act 2005 Inter- Agency Group needs to be formulated which would include both Government and Non-Government Organisations, which would work together for pre, during and post disaster management activities within the district. They were also informed that the State IAG has been formed in May 2018 and on the same guidelines it can be formed within the district as well.
- CEO DDMA including members agreed to the formation of the same.
- The SDM's and DSP Kullu were directed by the CEO DDMA to identify the NGO's within their Sub Divisions that are quiet active and suggest their names to DDMA for inclusion in the IAG.

Action by: DDMA and SDM's

Agenda No. 5. Micro- mapping of the district on the basis of Anni project of GoI and UNDP.

- The DDMA members were presented the work of Micro- mapping having been conducted in Anni- Sub Division of the district by the Consultant under the GoI- UNDP project in 2017 and explained the purpose of micro – mapping for the planning purpose both for pre and post disasters by the T&CB Coordinator District Kullu. They were informed that it was the first of its kind conducted within the State of Himachal Pradesh and after its completion in other Sub Divisions, District Kullu would be the first to have completed micro- mapping. They were further explained that it could be used by agencies coming from outside the district or state, who are not familiar with the district terrain and facilities available within it, during disastrous situations besides the developmental planning done by the district during pre-disaster period. The process of mapping was also explained which would require GPS coordinates besides the data of the critical infrastructures of the various stakeholder departments within district. The process of the micro-mapping could be done either by selected volunteers from within the district or departmental officials could be selected and then trained through one day workshop to collect the data and provide to the DDMA for mapping purposes.
- The members agreed to the conduct of micro-mapping of the remaining three Sub Divisions of the district and could be done by volunteers selected in support of the departments to prevent missing of critical data within the district.
- CEO DDMA directed T&CB coordinator to get in touch with the consultant of the Micro-Mapping and workout the planning process.

Action by: DDMA

Agenda No. 6. Formation of a QRT within district trained by NDRF

- The members were put forth with the suggestion of forming QRT constituting of officials from various departments, who would be fully trained by NDRF in various local disasters, capable to handle the immediate disastrous situations at the shortest possible time within the district. The QRT consisting of around 25-30 personnel's would be positioned permanently within the district.
- The Medical Health Officer suggested having 4-5 persons from each department to be trained for the same and that the training should be strictly conducted through NDRF and in proper manner.
- It was thus, agreed upon by the members to constitute QRT.

- CEO DDMA suggested taking this up with concerned authorities of NDRF for selection criteria and other related details for training and formation of QRT/ District Disaster Response Force and to put it up for consideration.

Action by: DDMA

Agenda No. 7. Conducting of DDMA meetings at Sub Divisional Levels and intimation to the District Administration.

- Keeping with the Natural and Human Induced Hazardous Profile of District Kullu the CEO DDMA Kullu directed the Sub Divisional Magistrates to conduct disaster meetings as per the formed committee at the Sub Divisional level within DDMP 2017 on quarterly basis and provide details of the same to DDMA.

Action by: SDMs

Agenda No. 8. Formation of inventory at Sub Divisional level of the various incidents taking place for the purpose of audit and Central teams visiting the District.

- The members were informed that during audits of disaster or incase of compiling of data for various incidents like landslides, accidents, etc. during assembly questions or visit of central teams, it has been found that data pertaining to previous 3 to 4 years is difficult to obtained from departments immediatly. Keeping with this, if all departments could maintain an incident log book within their departments related to all small or big incidents, would solve the problem of cross checking of data, including minor incidents which may not have been reported to DEOC. It would also be beneficial for research and planning in the long run.
- CEO DDMA thus, directed all the members including the SDOs (Civil) to undertake this process and maintain log books regarding all forms of incidents natural and human related either reported or not reported to DEOC for further compilation of data as and when required.
- All stakeholders to maintain digital photo record of the incidents along with log book.

Action by: All stakeholder departments

Agenda No. 9. Intimation regarding any incident big or small at 1077 by all field functionaries and Departmental staff for quick response and action within the District

- All members and SDOs (Civil) were directed by ADM Kullu to make sure that all incidents either big or small needs to be immediatly provided to the Disaster Toll free no. 1077 by all their field functionaries and departmental staff immediatly on receiving the information to reduce the response time within district for providing quick response.

Action by: All stakeholder departments

Agenda No. 10. Setting up of emergency numbers at Sub divisional levels and Block levels for monsoon and winter seasons.

- It was agreed upon by the members and SDOs (Civil) that at the Sub divisional levels and Block levels for monsoon and winter seasons an emergency number would be set up on 24x7 basis and the same will be shared with the DEOC for coordination through the Disaster Toll free number 1077.


- SDOs (Civil) were directed to provide the emergency numbers of their Sub Divisions and Blocks to DEOC before onset of the Monsoon and Winter season along with list of personnel's on duty with their mobile numbers as well.

Action by: SDMs

Agenda No. 11. Any other point as per the house.

- The Medical Health Officer Dr. Katoch with the permission of the Chairperson put forth that if wireless phones could be provided to the departments as an alternative means of communication, so that the officers would be in practice with the use of wireless phones for disastrous situations. The chair was also informed that police department had also requested for UHF wireless phones from the DDMA Kullu but due to high price and non-availability of funds for the said purpose they could not be obtained in the budget provided by State to DDMA Kullu in 2017 as per suggestion of previous ADC Kullu.
- The Medical Health Officer Dr. Katoch, suggested if fresh request to the state could be sent for provision of the funds for purchase of wireless phones for each stakeholder departments by DDMA Kullu. Secondly, if the state could provide the directions for the head under which departments can procure wireless phones on their own bases within the district.
- CEO DDMA agreed to take this matter up with the State.


Action by: DDMA


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Endst No.:- 6009-18 /SK (DM) dated: 19-06-2018.

A copy is forwarded to:

1. The Special Secretary (Rev-DM), to the Government of Himachal Pradesh, Shimla -2 for information, please.
2. DDMA members and all concerned departments for information and necessary action, please.


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