



GOVT. OF ASSAM

OFFICE OF THE DEPUTY COMMISSIONER::KARBI ANGLONG::DIPHU
(DISTRICT DISASTER MANAGEMENT AUTHORITY::KARBI ANGLONG)

No.KGRR/DDMA/06/2017/3

Dated: 22/02/2017

OFFICE MEMORANDUM

In pursuance of Govt. order No. RGR/83/2012/Pt.II/21, Dated 24th January 2017 and as per Disaster management Act 2005 which lays emphasis on preparation of Disaster Management Plans, Capacity Building for Disaster Management and Community Preparedness and with a view to strengthen the institutional capacity in these areas, District Disaster Management Authority (DDMA) Karbi Anglong has decided to constitute Circle Level Disaster Management Committee (CDMC) in 3 (three) Revenue Circles with following members:

1. Asst. Revenue Officer, Revenue Circle - Chairman.
2. Field Officer, Disaster Management, Revenue Circle - Convenor
3. Block Development Officer of the concerned Development Block - Member
4. Agricultural Development Officer - Member
5. Asst. Engineer /Jr. Engineer from WRD - Member
6. Extension/ Field Officer of Veterinary Department - Member
7. Range Officer, Environment & Forest Department - Member.

Chairman, Circle Disaster Management Committee may invite any other official of other departments for its meetings.

Duties and Responsibilities of CDMCs:

1. Provide technical and professional support to the VLMCCs/VDMCs (Village Disaster Management Committees) for the preparation of Village Master Plan for Disaster Management.
2. Design and implement awareness generation activities on Disaster Management.
3. Review and Monitor the preparedness of Govt. department and agencies on Disaster Management.
4. Provide feedback to the District Disaster Management Authority (DDMA) Karbi Anglong and extend cooperation to it in implementation of Disaster Management activities.
5. Plan, implement and monitor relief and rehabilitation operations.

CDMCs should normally meet once in two months and as many times as may be required during times of disaster.

Minutes of every meeting of CDMCs should be recorded and shared with DDMA, Karbi Anglong.

sdf
Deputy Commissioner cum Chairman DDMA
Karbi Anglong

Memo No.KGRR/DDMA/06/2017/3

Dated: 22/02/2017

Copy to:

1. The Principal Secretary, to the Govt Assam, Revenue and Disaster Management Department, Dispur, for favour of kind information.
2. The Secretary to the Govt Assam, Revenue and Disaster Management Department, Dispur, for favour of kind information.
3. The Chief Executive Officer, ASDMA, Dispur for favour of kind information.
4. The Principal Secretary, Karbi Anglong Autonomous Council, Diphu, Karbi Anglong for favour of her kind information and necessary action.
5. The SPO, ASDMA, Dispur for favour of kind information.
6. The Addl. Deputy Commissioner cum CEO DDMA Karbi Anglong for favour of kind information.
7. The DPO, DDMA, Karbi Anglong for favour of kind information and necessary action.
8. The Asst. Revenue Officer- Diphu, Phuloni, Silonijan, Revenue Circles, Karbi Anglong for favour of kind information and necessary action to constitute CDMC and submit the details of the members within 3(three) days of receiving the order.
9. The Field Officer, Disaster Management- Diphu, Phuloni, Silonijan, Revenue Circle for favour of kind information and necessary action.

JM
Deputy Commissioner cum Chairman DDMA
Karbi Anglong

NO. 522

27-2-17

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on 1/2/17
J.S. (DS/)*