



Members present: - As per Annexure-A.

The meeting was chaired by the Deputy Commissioner, West Karbi Anglong, Hamren. The meeting was attended by all the Departments concerned. At the outset, the chairperson welcomed all the members present in the meeting and the agenda of the meeting was to take stock of the preparedness for the coming flood and rainy season. After threadbare discussion the following points were taken:

1. Assistant Revenue Officer, Donka Revenu Circle, Donkamokam to instruct all the Lat Mandals, Field Officer to prepare database of population of all villages containing number of males, females, children, pregnant women, lactating mothers, elderly person with age.
2. Assistant Revenue Officer, Donka Revenue Circle, Donkamokam in consultation all the stakeholders to prepare a list of pre-identified relief camp mentioning details of capacities of inmates, facilities available, in-charge of the relief camps with contact details and submit to the undersigned within 10/03/2023.
3. Block Development Officers to identify High Land Areas adjacent to the flood prone areas where affected people, livestock can take shelter during flood and shared with Assistant Revenue Officer, Donka Revenue Circle, donkamokam for further needful action.
4. Executive Engineer, PHE to make necessary arrangement of drinking water at all pre identified relief camp.
5. Dam Authority (KLHEP, NEEPCO) to arrange to install devices in all the downstream villages for early warning of excess water release.
6. District Social Welfare Officer to maintain data base of all vulnerable age groups in all floods prone area.
7. Joint Director of Health Services to keep ready team of doctors, nurses, ASHA etc. for medical care in all flood affected areas and particularly in all the pre identified relief camp.
8. All departments to appoint divisional block wise Nodal Officer for emergency contact during any disaster.
9. Divisional Veterinary & Animal Husbandry Officer to submit requirement of fodder etc. only through ARO during flood.
10. Station Officer, F&ESS to keep their team ready all the time for any emergency responds during any disaster like burning house, clearing road from fall trees, rescue operation, drowning etc. and to keep record of available country boats in the flood prone areas.

All departments will be in readiness, the meeting ended with a vote of thanks from the chair.

*K. Barua*  
Deputy Commissioner,  
West Karbi Anglong, Hamren.

**Memo No. WKAH/DEV/MISC-4/Pt./2022/ -A,**  
**Copy to: -**

**Dated- 28/02/2023**

1. The Principal Secretary to the Govt. of Assam, Transformation and Development Department, Assam, Dispur, Guwahati-06 for kind information.
2. All ADC, West Karbi Anglong for information.
3. The Project Director, DRDA, Karbi Anglong, Hamren for information.
4. All Head of the Department, West Karbi Anglong for information.
5. NIC, West Karbi Anglong district to upload the minute.
6. Office file.

*K. Barua*  
Deputy Commissioner,  
West Karbi Anglong, Hamren.