

  
**GOVERNMENT OF ASSAM**  
**OFFICE OF THE DISTRICT COMMISSIONER :: SONITPUR :: TEZPUR**  
(Disaster Management Branch)

E.File No. 90702/ 135

Dt - 26-03-2025

**MINUTES OF THE DDMA THEMATIC REVIEW MEETING ON RISK COMMUNICATION FOR FLOOD PREPAREDNESS HELD ON 20<sup>th</sup> MARCH, 2025 AT 11.30 A.M. IN THE CONFERENCE HALL OF DEOC, SONITPUR**

**Members present at Annexure-1**

A thematic review meeting on Risk Communication for flood preparedness was held on 20<sup>th</sup> March, 2025 in the Conference Hall of DEOC, Sonitpur. Sri Garga Mohan Das, ACS, Addl. District Commissioner cum CEO, DDMA, Sonitpur chaired the meeting and welcomed all the participants. Initiating the discussion the chairman requested District Project Officer, Sonitpur, ASDMA to brief on some important aspects of disaster management. The DPO then stressed the fact that proper co-ordination among all agencies/departments is of utmost importance during any disaster situation. He urged that all the agencies should be in the same platform coordinating for a common cause.

Sri Garga Mohan Das, Addl. District Commissioner cum C.E.O., DDMA directed all that liaison with DEOC/Revenue Circle Offices needs to be maintained by all agencies. The DEOC, Sonitpur contact details- **Phone No- 9435371672 and Email ID; ddmasonitpur2025@gmail.com** were shared with all for maintaining proper co-ordination.

The following topics were discussed in the meeting:

- Bipul Ch. Deka, I/c Dy Controller, Civil Defence informed that in total 140 nos. volunteers are available for assistance. They ensured in the meeting that their trained volunteers will help in Search and Rescue Operation to NDRF and SDRF team.
- Kaushik Senapati, SI (C) APRO informed in the meeting that a team for monsoon season i.e. from May to Oct will be deployed for maintaining an alternate communication during the monsoon season. In the meeting a plan action was discussed for setting up an alternate communication network among DDMA, Army Air Force, Police, NDRF.
- DGM (C) NEEPCO informed in the meeting that in their official Whatsapp group, DDMA official contact no will be added for smooth communication. They also informed in the meeting that in Bhalukpung, under the Chariduar Revenue Circle, six (6) no.s of siren has been installed.
- Tezpur Water Resource Division has been asked to repair the embankments before the monsoon season, keep sufficient stock for immediate restoration and also share their plan of action for Flood 2025.
- Officials of Meteorology department were requested to provide weather forecast and report to the DEOC, DDMA, Sonitpur on regular basis.
- KVK, Napam, Sonitpur were requested to maintain continuous liaison with DEOC, DDMA, Sonitpur.
- DIPRO, Sonitpur was requested to provide FLS and mobile miking whenever is required during the monsoon season.

The meeting ended with a vote of thanks from the chair.

  
Addl. District Commissioner cum CEO  
DDMA, Sonitpur

Dt - 26-03-2025

**Memo E.File No. 90702/ 135 (A)**

Copy to:-

5. The Addl. C.E.O., ASDMA, Assam Secretariat, Dispur, Guwahati -6 for favour of kind information.
6. PA to D.C for kind appraisal to the District Commissioner, Sonitpur, Tezpur.
7. All members concerned.
8. Office File.

  
Addl. District Commissioner cum CEO  
DDMA, Sonitpur

GOVERNMENT OF ASSAM









OFFICE OF THE DISTRICT COMMISSIONER :: SONITPUR :: TEZPUR

**ATTENDANCE SHEET**

**Subject: Thematic review meeting on Risk Communication for Flood preparedness, 2025**

Venue : DEOC Conference Hall

Date 20/03/2025 & Time 11.30 AM

Sl No.	Name	Designation	Mobile No.	Signature
1.	Sri. Garga Mohan Das, ACS	ADC cum CEO, DDMA, Sonitpur, Tezpur		
2.	Koushik Senapati	SI (c) . A.P.RO	789653787	
3.	Padum B.P. Gohain	ACF SWD.	9101590584	
4.	Dwijendra Kalita	ADP.S P (Hq) SONITPUR	970712957 5	
5.	Amar Kumar Baruah.	ATO. Sonitpur.	9435082738.	
6.	Kamal Kalita	DGM(C), NEERCO	6002930557	
7.	Akashdeep Kakati	Co, Nandani	88767 14936	
8.	Madhujit Baruah	CO, Tezpur (J)	8486483757	
9.	Ram Karan Swami	Dy Cmt (ops) 12 NDRF	9655031819	
10.	Cof			
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