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

E.File No. 90702/ 134

Dt - 26-03-2025

**MINUTES OF THE THEMATIC REVIEW MEETING ON CO-ORDINATION FOR RESPONSE FOR FLOOD PREPAREDNESS**  
**HELD ON 20<sup>th</sup> MARCH, 2025 AT 10.30 A.M. IN THE CONFERENCE HALL OF DEOC, SONITPUR**  
**Members present at Annexure-1**

A thematic review meeting on co-ordination for response 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:

- ASDMA have proposed to reposition NDRF teams in Sonitpur district in 2025 as well. The NDRF teams to be repositioned in the district from 15<sup>th</sup> of May'25 onwards. The Old DRDA building will be provided for their accommodation. As intimated by Dy. Commandant (Ops), 12 NDRF they will conduct CAP and SSP and DDMA, Sonitpur ensures assistance towards that. They also shared their plan of action in the meeting.
- Anil Baishya, Sub officer, Fire Station, SDRF, Tezpur informed in the meeting that 8nos. personnel are available at the district and personnel at Fire Stations of the district will assist in Search & Rescue Ops. In total 4 nos. IRBs are available at the district. They also shared their plan of action in the review meeting for upcoming Flood 2025.
- Captain, 122 Engr, 04 Corps presented in the review meeting is requested to submit their plan of action regarding Search and Rescue Operation for the ensuing monsoon season. They are requested to submit the details regarding their infrastructure, vehicles, Nodal officers etc. for emergency response and keep close liasioning with DDMA, Sonitpur.
- PK Pandey, Station Fire officer, Air Force, Tezpur presented in the review meeting is requested to submit their plan of action regarding Search and Rescue Operation for upcoming flood season. They are requested to submit the details regarding their infrastructure, vehicles, Nodal officers etc. for emergency response and keep close liasioning with DDMA, Sonitpur.
- 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.
- As pointed out by Circle Officers the IWT, River Police and Forest Department officials present were requested to take necessary measures for preventing people from collecting fire- woods flown in the river/tributaries, taking bath, swimming, plying of unauthorized boats, averting man-animal conflicts etc. in the river during the time of flood/adverse weather condition. They are also requested to keep ground level functionaries in utmost vigil during the monsoon season.
- Police & Traffic officials present were requested to provide teams during Search & Rescue Ops, Relief Camp Management etc.
- Amar Kr. Baruah, DTO, Sonitpur informed all that vehicles will be provided as and when required along with the Enforcement teams.

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/ 134 (A)**  
Copy to:-

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

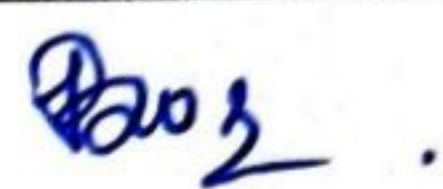

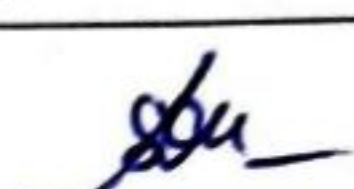




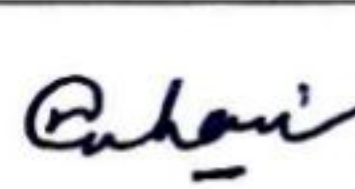
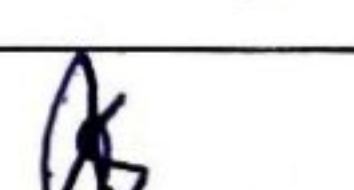
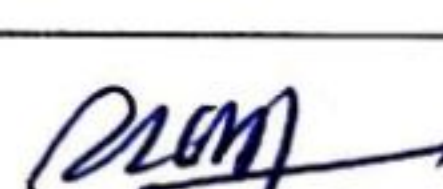


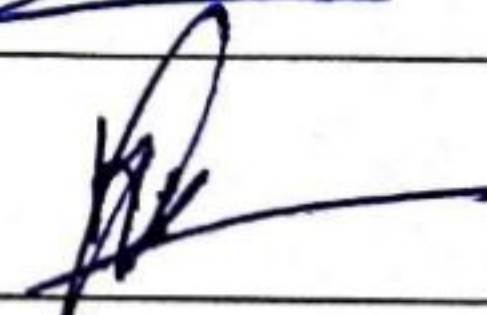



  
Addl. District Commissioner cum CEO  
DDMA, Sonitpur

## ATTENDANCE SHEET

Subject: Thematic review meeting on Co-ordination for Response for Flood preparedness, 2025

Venue : DEOC Conference Hall

Date 20/03/2025 &amp; Time 10-30 AM

Sl No.	Name	Designation	Mobile No.	Signature
1.	Sri. Garga Mohan Das, ACS	ADC cum CEO, DDMA, Sonitpur, Tezpur		
2.				
3.				
4.	Himadei Bora	CO, Jhelamara	9101214551	
5.	Khirend Kamal Harzarika	Co Chariduar	97075429 74	
6.	Akashdeep Kakati	CO, Naduar	88767 14938	
7.	PK Poojey +01	Sta Fire oppo Air Force Tezpur	943543 1803	
8.	Siddhanta Dm	Inspector of Legal Metrology, Tezpur	99571 90811	
9.	Dwiperu Kalita	DP. S.P. (H9) Sonitpur	970712- 9575	
10.	Amar Kumar Borah.	SP.O. Sonitpur.	9435082738	
11.	Padum Borah Gohain	A.C.P. SW Div <sup>n</sup>	9901590584	
12.	Anil Baisya	PRESS. Tezpur	9706621518	
13.	Bipul K. Deka.	Civil defence, Sonitpur	9864307310	
14.	Simanta Deka	Civil Defence, Sonitpur	9101254325	
15.	Prema Ranjan Boruah	I.W.T	9954565349	
16.	Koushik Senapati	SI (C); APRO	7896537877	
17.	Abhilasha Mahanta	FO, Chariduar	7002072544	
18.	Ankita Borah	FO, Jhelamara	6001559360	
19.	Supriya Sarma	FO. Naduar	7002200107	

20.	Anup Jyoti Sharma	F.O, Dhekiyuli RC	8876395541	
21.	Dipankar Deka	IS IIDEF	9727021416	
22.	Kanai Kalita	DGM(C), NERPCO	6002930557	K. Kalita
23.	Capt Saliit Verma	122 Engrs, 04 Corps	9140298751	
24.	opt Rudransh	122 Engrs, 4 Corps	8630589359	
25.	Robin Das.	AEE, Smitpur WR Dist.	8811821071	
26.	Pranjal Bhanali	F.O, Tokpur	9706201988	
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