



GOVERNMENT OF ASSAM
OFFICE OF THE DISTRICT COMMISSIONER:: UDALGURI::ASSAM
(Disaster Management Branch)

Minutes of the thematic meeting of District Disaster Management Authority, Udalguri on “Ensuring Continuity of Services” with the Responding Agencies held on 29-04-2026 at the Conference Hall of District Commissioner’s Office, Udalguri.

Members Present at Annexure-I

The District Level meeting on Ensuring Continuity of Services for upcoming flood season of Udalguri District was held on 29-04-2026 at 02:45 P.M. in the Conference Hall of District Commissioner’s Office, Udalguri. The meeting was chaired by Shri Jay Vikas, IAS, District Commissioner cum Chairman, DDMA, Udalguri District.

At the outset, the Addl. District Commissioner & CEO DDMA, Udalguri welcomed all the members present in the meeting and discussed about the necessity of preparedness to be undertaken by all the stakeholders of the district for ensuing the upcoming flood season. A brief presentation was made by DPO, DDMA on the roles and responsibilities of various Responding Agencies against Ensuring Continuity of Services during the upcoming flood season.

After threadbare discussion the following decisions were taken with strict follow up:

1. Social Welfare Department:-

- To identify vulnerable population and groups which require special attention during flood.
- To plan for nutrition programme targeting children, lactating mothers etc. in flood affected areas and relief camps.
- Arrangement of special task team to take care of the relief camp facilities like CFS, breast feeding corners etc.
- To ensure availability of learning and recreational materials in CFS
- To plan for community kitchen in relief camps.
- To co-ordination with Health Deptt. & NHM for appropriate services to pregnant women and children.

2. Health and Family Welfare Department:-

- To Prepare detailed list of Health institutions in flood vulnerable areas.
- To arrange health services in areas where health facilities inundated.
- To constitution of Medical Support & Health Surveillance Team.
- To ensure adequate stock of medicines, vaccines and disinfectant at the block level.
- To management of vector borne diseases & epidemic during and post flood.
- To conduct Health camps and awareness programme in flood vulnerable areas.

3. Public Health Engineering Department:-

- To ensure the assessment on requirement of safe water supply in flood prone areas.
- To constitute the task team for supply of safe drinking water and utilize their services for relief work.
- To ensure stock of adequate disinfectants and equipment for sinking tube well, ring well/sanitary latrine in the relief camps and other flood affected areas.
- To prepare Contingency plan for immediate repair and restoration of water supply plans/schemes.

4. Education Department :-

- To ensure the Assessment of Government and govt. aided schools in vulnerable areas.
- To ensure the Identification of schools to be used as relief camps/shelters.
- To constitute the task team for flood relief work.
- To ensure the identification of space for CFS in schools used as relief camps.
- To identify the alternative arrangement for education for schools which are inundated.
- To ensure the Coordination for deployment of NCC Cadets in flood relief work.
- To brief the SOP for School Head/Teaching and Non Teaching Staff defining roles and responsibility in flood response.

5. AH & Veterinary Department:-

- To ensure the assessment of Veterinary institution in flood prone areas.
- To ensure the assessment of fodder need and its transportation to affected areas.
- To ensure the arrangement for procurement and supply of fodder.
- To constitute the task team for flood response.
- To plan for carcass disposal during and post flood.
- To conduct awareness drive in flood prone areas to control the epidemic.

The meeting ended with vote of thanks from the Chairman, DDMA, Udalguri

(e-Signed)
District Commissioner &
Chairman DDMA, Udalguri

Memo No. DM-13/22/2025-DDM-UDL/339-340

Copy to:

1. The Addl. Chief Executive Officer, Assam State Disaster Management Authority, Dispur Guwahati-06.
2. All Members present for kind information and necessary action.
3. The DIO, NIC for uploading the minutes in official website.
4. CA to DC for kind appraisal of District Commissioner, Udalguri.
5. Office file.

Addl. District Commissioner &
CEO DDMA, Udalguri