

**NO.F.23(5)-REV/2002/P-I  
GOVERNMENT OF TRIPURA  
REVENUE DEPARTMENT**

Agartala,  
27<sup>th</sup> December, 2006

**NOTIFICATION**

As per the provision of the Section 25(1) of Disaster Management Act, 2005, the Governor of Tripura is pleased to constitute District Disaster Management Authority (DDMA) for every district of the State. The constitution of the authority is as under:

<b>SL. NO.</b>	<b>NAME OF OFFICER</b>	<b>DESIGNATION IN DDMA</b>
<b>(1)</b>	District Magistrate & Collector	Chairperson
<b>(2)</b>	Zilla Sabhadhipati	Co-Chairperson
<b>(3)</b>	ADM & Collector	Chief Executive Officer
<b>(4)</b>	Superintendent of Police	Member
<b>(5)</b>	Chief Medical Officer	Member
<b>(6)</b>	Executive Engineer, PWD(R&B)	Member
<b>(7)</b>	Divisional Fire Service Officer	Member

2. The District Authority shall act as the district planning, coordinating and implementing body of disaster management and take all measures for the purposes of disaster management in the district in accordance with the guidelines laid down by the National Authority and the State Authority.

3. Its functions shall include:

- i) To prepare a disaster management plan including, district response plan for the district;
- ii) To coordinate and monitor the implementation of the National Policy, State Policy, National Plan, State Plan and District Plan;
- iii) To ensure that the areas in the district vulnerable to disaster are identified and measures for the prevention of disaster and the mitigating of its effects are undertaken by the departments of the Government at the district level as well as by the local authorities;

- iv) To ensure that the guidelines for prevention of disasters, mitigation of its effects, preparedness and response measures as laid down by the National Authority and the State Authority are followed by all departments of the Government at the district level and local authorities in the district;
- v) To give directions to different authorities at the district level and local authorities to take such other measures for the prevention or mitigation of disasters as may be necessary;
- vi) To lay down guidelines for prevention of disaster management plans by the department of the Government at the district level and local authorities in the district;
- vii) To monitor the implementation of disaster management plans prepared by the departments of the Government at the district level;
- viii) To lay down guidelines to be followed by the Departments of the Government at the District level for purposes of integration of measures for prevention of disasters and mitigation in their development plans and projects and provide necessary technical assistance therefor;
- ix) To monitor the implementation of measures referred to in clause (viii);
- x) To review the state of capabilities for responding to any disaster or threatening disaster situation in the district and give directions to the relevant departments or authorities at the district level for their up gradation as may be necessary;
- xi) To review the preparedness measures and give directions to the concerned departments at the district level or other concerned authorities where necessary for bringing the preparedness measures to the levels required for responding effectively to any disaster or threatening disaster situation;
- xii) To organize and coordinate specialized training programmes for different levels of officers, employees and voluntary rescue workers in the district;
- xiii) To facilitate community training and awareness programmes for prevention of disaster or mitigation with the support of local authorities, governmental and non-governmental organizations;
- xiv) To set up, maintain, review and upgrade the mechanism for early warnings and dissemination of proper information to public;
- xv) To Prepare, review and update district level response plan and guidelines;
- xvi) To coordinate response to any threatening disaster situation or disaster;
- xvii) To ensure that the Departments of the Government at the district level and the local authorities prepare their response plans in accordance with the district response plan;
- xviii) To lay down guidelines for, or give direction to, the concerned Department of the Government at the district level or any other authorities within the local limits of the district to take measures to respond effectively to any threatening disaster situation or disaster;
- xix) To advise, assist and coordinate the activities of the Departments of the Government at the district level, statutory bodies and other governmental and non-governmental organizations in the district engaged in the disaster management;

- xx) To coordinate with, and give guidelines to, local authorities in the district to ensure that measures for the prevention or mitigation of threatening disaster situation or disaster in the district are carried out promptly and effectively;
- xxi) To provide necessary technical assistance or give advise to the local authorities in the district for carrying out their functions;
- xxii) To review development plans prepared by the Departments of the Government at the district level, statutory authorities or local authorities with a view to make necessary provisions therein for prevention of disaster or mitigation;
- xxiii) To examine the construction in any area in the district and , if it is of the opinion that the standards for the preventions of disaster or mitigation laid down for such construction is not being or ;has not been followed, may direct the concerned authority to take such action as may be necessary to secure compliance of such standards;
- xxiv) To identify buildings and places which could, in the event of any threatening disaster situation or disaster, be used as relief centers or camps and make arrangements for water supply and sanitation in such buildings or places;
- xxv) To establish stockpiles of relief and rescue materials or ensure preparedness to make such materials available at a short notice;
- xxvi) To provide information to the State Authority relating to different aspects of disaster management;
- xxvii) To encourage the involvement of non-governmental organizations and voluntary social-welfare institutions working at the grassroots level in the district for disaster management;
- xxviii) To ensure communication system are in order, and disaster management drills are carried out periodically;
- xxix) To perform such other function as the State Government or State Authority may assign to it or as it deems necessary for Disaster Management in the district.
4. The District Authority shall meet as and when necessary and as such time and place as the Chairperson may think fit.
5. The District Authority may as and when it considers necessary constitute one or more advisory committees and other committees for the efficient discharges of its functions

By order of the Governor,.

*N.C. Sen*  
25/11/16

(N.C. Sen)  
Joint Secretary to the  
Government of Tripura.

Copy to :

- i) Principal Secretary to the His Excellency Governor, Tripura.
- ii) Principal Secretary to the Hon'ble Chief Minister, Government of Tripura.
- iii) PS to the Hon'ble Revenue Minister, Government of Tripura.

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- iv) PS/ PA to the Minister, Government of Tripura.
- v) P.S. to the Chief Secretary, Government of Tripura.
- vi) The Addl. Secretary, Ministry of Finance Department, Department of Expenditure, Government of India, North Block, New Delhi-110001.
- vii) PA to the All Principal Secretary/Commissioner & Secretary/Secretary, Government of Tripura.
- viii) The Joint Secretary, Ministry of Home Affairs, Government of India, North Block, New Delhi-110001.
- ix) The District Magistrate & Collector, North Tripura, Kailashahar/ Dhalai District, Ambassa/ West Tripura, Agartala/ South Tripura, Udaipur
- x) Superintendent of Police, North Tripura, Kailashahar/ Dhalai District, Ambassa/ West Tripura, Agartala/ South Tripura, Udaipur
- xi) ADM & Collector, North Tripura, Kailashahar/ Dhalai District, Ambassa/ West Tripura, Agartala/ South Tripura, Udaipur
- xii) Secretary, to the Zilla Sabhadhipati, North Tripura Zilla Parisad, Kailashahar / Dhalai District Zilla Paarisad, Ambassa / West Tripura Zilla Parisad, Agartala/ South Tripura Zilla Parisad, Udaipur
- xiii) Chief Medical Officer, North Tripura, Kailashahar/ Dhalai District, Ambassa/ West Tripura, Agartala/ South Tripura, Udaipur
- xiv) Executive Engineer, PWD (R&B), North Tripura, Kailashahar/ Dhalai District, Ambassa/ West Tripura, Agartala/ South Tripura, Udaipur
- xv) Divisional Fire Service Officer, North Tripura, Kailashahar/ Dhalai District, Ambassa/ West Tripura, Agartala/ South Tripura, Udaipur
- xvi) The Director, Printing & Stationary, Government of Tripura with a request to publish the Notification in the extra-ordinary Tripura Gazette.

Copy also to:

- i) The Director General of Police, Tripura.
- ii) The Chief Engineer, PWD (R&B), Government of Tripura.
- iii) The Director of Health Services, Government of Tripura, Agartala
- iv) The Director General of Fire Services, Government of Tripura, Agartala.

**Copy also forwarded to :**

The Director, Printing & Stationary, Government of Tripura with a request to publish the Notification in the extra-ordinary issue of Tripura Gazette.