

**കോട്ടയം ജില്ലാ കളക്ടറുടെ നടപടിക്രമം**  
(ഹാജർ: ഡോ. പി.കെ. ജയശ്രീ ഐ.എ.എസ്.)

നമ്പർ ഡി.എം.1-2763/2021

തീയതി- 04.06.2022

**വിഷയം: കാലവർഷം 2021 Incident Response System രൂപീകരിച്ച് ഉത്തരവാകുന്നു.**  
സൂചന : ദുരന്ത നിവാരണത്തിനുള്ള ഓറഞ്ച് പുസ്തകം

ജില്ലാ താലൂക്ക് തല Incident Response System ത്തിന്റെ ചുമതല വഹിക്കുന്നതിന് ഉദ്യോഗസ്ഥരെ നിയോഗിക്കണമെന്ന് സൂചന പ്രകാരം നിർദ്ദേശിച്ചിരിക്കുന്നതിന്റെ അടിസ്ഥാനത്തിൽ ജില്ലാ തലത്തിലും താലൂക്ക് തലത്തിലും Incident Response System (IRS) ചുമതല വഹിക്കുന്നതിന് ഉദ്യോഗസ്ഥരെ താഴെപ്പറയുന്ന രീതിയിൽ നിയോഗിച്ച് ഇതിനാൽ ഉത്തരവാകുന്നു.

**IRS STRUCTURE: DISTRICT LEVEL**

SI NO	IRS Position	Designated Officer
1	Responsible Officer (RO)	District Collector/Chairperson, DDMA, Kottayam
2	Incident Commander (IC)	Additional District Magistrate/CEO DDMA, Kottayam
3	Deputy Incident Commander (DIC)	Assistant Development Commissioner (General)
4	Operation Section Chief (OSC)	Deputy superintendent of Police, Special Branch, Kottayam
5	Logistics Section Chief (LSC)	Regional Transport Officer (enforcement), Kottayam
6	Planning Section Chief (PSC)	District Fire Officer, Fire & Rescue Office, Kotayam
7	Safety Officer (SO))	District Medical Officer Kottayam
8	Media Officer (MO)	Information Officer, I & PRD, Kottayam
9	Liaison Officer (LO)	Junior Superintendent, Disaster Management, Collectorate, Kottayam
10	Information Officer (IO)	Hazard Analyst, DEOC, Kottayam

**Taluk Level IRS Structure**

**Kottayam Taluk**

SI NO	IRS Position	Designated Officer
1	Responsible Officer (RO)	Deputy Collector (LR),Kottayam
2	Incident Commander (IC)	Tahsildar Kottayam
3	Deputy Incident Commander (DIC)	Block Development officer, Kottayam
4	Operation Section Chief (OSC)	Kottayam West Circle Inspector

5	Logistics Section Chief (LSC)	Motor Vehicle Inspector, Kottayam
6	Planning Section Chief (PSC)	Station Officer Fire & rescue Service Kottayam
7	Safety Officer (SO))	Deputy District Medical Officer, Kottayam
8	Media Officer (MO)	Asst. Editor, District Information Office Kottayam
9	Liaison Officer (LO)	Tahsildar (LR), Kottayam
10	Information Officer (IO)	Deputy Tahsildar (HQ)

### **Changanacherry Taluk**

Sl NO	IRS Position	Designated Officer
1	Responsible Officer (RO)	Sub Collector, Kottayam
2	Incident Commander (IC)	Tahsildar, Changanacherry
3	Deputy Incident Commander (DIC)	Block Development Officer, Madappally
4	Operation Section Chief (OSC)	Circle Inspector of Police Changanacherry
5	Logistics Section Chief (LSC)	Inspector, Sub regional transport office, Changanacherry
6	Planning Section Chief (PSC)	Station Officer, Fire & Rescue Changanacherry
7	Safety Officer	Asst. Surgeon/Medical Officer ,Kurichy
8	Media Officer (MO)	Asst. Editor, District Information Office Kottayam
9	Liaison Officer (LO)	Deputy Tahsildar (HQ), Changanacherry
10	Information Officer (IO)	Junior Superintendent (LRM), Taluk office, Changanacherry

### **Meenachil Taluk**

Sl NO	IRS Position	Designated Officer
1	Responsible Officer (RO)	Revenue Divisional Officer, Pala
2	Incident Commander (IC)	Tahsildar Meenachil
3	Deputy Incident Commander (DIC)	Block Development Officer, Lalam
4	Operation Section Chief (OSC)	Circle Inspector Pala
5	Logistics Section Chief (LSC)	Motor Vehicle Inspector, Pala
6	Planning Section Chief (PSC)	Station Officer, Fire & Rescue Pala
7	Safety Officer (SO)	Superintendent, Govt. Hospital Pala
8	Media Officer (MO)	Asst. Editor, District Information Office Kottayam
9	Liaison Officer (LO)	Village Officer, Lalam
10	Information Officer (IO)	Deputy Tahsildar, Meenachil

**Meenachil Taluk**

SI NO	IRS Position	Designated Officer
1	Responsible Officer (RO)	Revenue Divisional Officer, Pala
2	Incident Commander (IC)	Tahsildar Meenachil
3	Deputy Incident Commander (DIC)	Block Development Officer, Lalam
4	Operation Section Chief (OSC)	Circle Inspector Pala
5	Logistics Section Chief (LSC)	Motor Vehicle Inspector, Pala
6	Planning Section Chief (PSC)	Station Officer, Fire & Rescue Pala
7	Safety Officer (SO)	Superintendent, Govt. Hospital Pala
8	Media Officer (MO)	Asst. Editor, District Information Office Kottayam
9	Liaison Officer (LO)	Village Officer, Lalam
10	Information Officer (IO)	Deputy Tahsildar, Meenachil

**Kanjirappilly Taluk**

SI NO	IRS Position	Designated Officer
1	Responsible Officer (RO)	Deputy Collector (LA), Kottayam
2	Incident Commander (IC)	Tahsildar, Kanjirappilly
3	Deputy Incident Commander (DIC)	BDO, Kanjirappilly
4	Operation Section Chief (OSC)	Circle Inspector, Erumeli
5	Logistics Section Chief (LSC)	Motor Vehicle Inspector, Kanjirappilly
7	Planning Section Chief (PSC)	Station Officer, Fire & Rescue, Kanjirappilly
6	Safety Officer (SO)	Medical Officer CHC Koottikkal
8	Media Officer (MO)	Asst. Editor, District Information Office Kottayam
9	Liaison Officer (LO)	Village Officer, Elikkulam
10	Information Officer (IO)	Village Officer, Koovappilly

## Vaikom Taluk

Sl NO	IRS Position	Designated Officer
1	Responsible Officer (RO)	Deputy Collector (RR), Kottayam
2	Incident Commander (IC)	Tahsildar Vaikom
3	Deputy Incident Commander (DIC)	Block Development Officer, Vaikom
4	Operation Section Chief (OSC)	Circle Inspector of Police, Vaikom
5	Logistics Section Chief (LSC)	Motor Vehicle Inspector, Vaikom
7	Planning Section Chief (PSC)	Station Officer, Fire & Rescue, Vaikom
6	Safety Officer (SO)	Asst. Surgeon/Medical Officer, FHC Brahmamangalam
8	Media Officer (MO)	Asst. Editor, District Information Office Kottayam
9	Liaison Officer (LO)	Head Clerk, Taluk Office Vaikom
10	Information Officer (IO)	Village, Officer, Manjoor

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ജില്ലാ കളക്ടർ  
കോട്ടയം

പകർപ്പ്

1. ജില്ലാ പോലീസ് മേധാവി , കോട്ടയം
2. ജില്ലാ ഫയർ ഓഫീസർ, കോട്ടയം
3. ജില്ലാ മെഡിക്കൽ ഓഫീസർ, കോട്ടയം
4. അസിസ്റ്റന്റ് ഡെവലപ്മെന്റ് കമ്മീഷണർ (ജനറൽ), കോട്ടയം
5. ജില്ലാ ഇൻഫർമേഷൻ ഓഫീസർ, കോട്ടയം
6. ജില്ലാ ട്രാൻസ്പോർട്ട് ഓഫീസർ, കോട്ടയം
7. എല്ലാ താലൂക്ക് തല IRS ഓഫീസർമാർക്കും (ബന്ധപ്പെട്ട തഹസിൽദാർമാർ മുഖാന്തിരം)