



No: DCKKD/6047/2022/F2

Proceedings of the District Collector & Chairman, DDMA, Kozhikode, Dated 18-05-2022

(Present: Dr. Narasimhugari T L Reddy IAS)

Sub: Disaster Management -Formation of Incident Response System(IRS) at District Level and Taluk Level -modified Orders Issued -Reg

Ref: Ref: 1)Orange book of Disaster Management 2

2) Letter No:729/2020/SDMA-KSDMA from Member Secretary ,KSDMA Dated 10/5/2020

3) Decisions of the Chief Minister's meeting on Monsoon preparedness dated 18-05-2022

ORDER NO DCKKD/2022/6047/F2

The incident Response System (IRS) developed by NDMA(National Disaster Management Authority) in 2010 ,is an effective mechanism for reducing the scope for adhoc mesures in response It incorporates all the tasks that may be performed during Disaster Management irrespective of their level of complexity .The Guidelines on the Incident Response System (IRS) are issued by the National Disaster Management Authority (NDMA) under section 6 of the DM Act 2005 ,for effective ,efficient and comprehensive Management of Disaster in India .

Govt of Kerala ordered that all the District Disaster Management Authorities in the State shall notify the Incident Responce System (IRS)in the District and Taluks with the approval of DDMA as per 2nd reference cited .

Accordingly IRS has already been implemented in Kozhikode District. This Incident Response System in Kozhikode District and all the 4 Taluks in Kozhikode is modified with the following officers at the pre-designed positions in IRS.

INCIDENT RESPONSE SYSTEM ,KOZHICODE DISTRICT

DISTRICT LEVEL

SlNo	Positions In IRS	Designated Officers
1	Responsible Officer(RO)	Chairman ,DDMA& District Collector Kozhikode
2	Incident Commander(IC)	Chief Executive Officer ,DDMA & Deputy Collector(DM) ,Kozhikode
3	Deputy Incident Commander(DIC)	Deputy Collector(General) &Adl District Magistrate ,Kozhikode
4	Operations Sections Chief(OSC)	District Police Chief ,Kozhikode(City)
5	Logistics Section Chief (LSC)	Regional Transport Officer ,Kozhikode
6	Planning Section Chief(PSC)	District Fire Officer ,Kozhikode
7	Safety Officers(SO)	District Medical Officer (Health),Kozhikode
8	Media Officer(MO)	District Information Officer ,Kozhikode
9	Laison Officer (LO)	Junior Supdt (DM) Collectorate ,Kozhikode
10	Information Officer	Hazard Analyst ,DEOC ,Kozhikode

TALUK LEVEL**Kozhikode Taluk**

SlNo	Positions In IRS	Designated Officers
1	Responsible Officer(RO)	Sub Collector ,Kozhikode
2	Incident Commander(IC)	Tahsildar ,Kozhikode
3	Deputy Incident Commander(DIC)	Tahsildar (LR) ,Kozhikode
4	Operations Sections Chief(OSC)	Circle Inspector , Control Room ,City Kozhikode
5	Logistics Section Chief (LSC)	Motor Vehicle Inspector ,Kozhikode
6	Planning Section Chief(PSC)	Station Officer Fire and Rescue ,Vellimadukunnu ,Kozhikode
7	Safety Officers(SO)	Supdt ,Govt General Hospital Kozhikode
8	Information & Media	Information Assistant

	Officer(MO)	,Information Office ,Kozhikode
9	Liaison Officer (LO)	Baburaj ,Dy. Tahsildar (DM) Taluk Office ,Kozhikode
10	Information Officer	Vijith Clerk ,Taluk Office ,Kozhikode

KOYILANDY TALUK

SINo	Positions In IRS	Designated Officers
1	Responsible Officer(RO)	Dy. Collector ,(Election) Kozhikode
2	Incident Commander(IC)	Tahsildar ,Koyilandy
3	Deputy Incident Commander(DIC)	Tahsildar(LR) ,Koyilandy.
4	Operations Sections Chief(OSC)	Circle Inspector , Koyilandy
5	Logistics Section Chief (LSC)	Joint RTO ,Koyilandy
6	Planning Section Chief(PSC)	Station Officer Fire and Rescue ,Koyilandy
7	Safety Officers(SO)	Supdt ,Taluk Hospital Koyilandy
8	Information & Media Officer	Information Assistant ,Information Office ,Kozhikode
9	Liaison Officer (LO)	Head Quarters Deputy Tahsildar ,Taluk Office Koyilandy
10	Information Officer	Lahik .Sr.Clerk ,Taluk Office Koyilandy

VATAKARA TALUK

SINo	Positions In IRS	Designated Officers
1	Responsible Officer(RO)	Revenue Divisional Officer ,Vatakara
2	Incident Commander(IC)	Tahsildar ,Vatakara
3	Deputy Incident Commander(DIC)	Tahsildar(LR) ,Vatakara
4	Operations Sections Chief(OSC)	Circle Inspector , Vatakara
5	Logistics Section	Joint RTO ,Vatakara

	Chief (LSC)	
6	Planning Section Chief(PSC)	Station Officer Fire and Rescue ,Vatakara
7	Safety Officers(SO)	Supdt ,Taluk Hospital Vatakara
8	Information & Media Officer	Information Assistant ,Information Office ,Kozhikode
9	Liaison Officer (LO)	Head Quarters Deputy Tahsildar ,Taluk Office Vatakara
10	Information Officer	Shanoj .Sr.Clerk ,Taluk Office Vatakara

THAMARASSERY TALUK

SINo	Positions In IRS	Designated Officers
1	Responsible Officer(RO)	Deputy Collector(LR)
2	Incident Commander(IC)	Tahsildar ,Thamarasseri
3	Deputy Incident Commander(DIC)	Tahsildar(LR) ,Thamarasseri
4	Operations Sections Chief(OSC)	Circle Inspector ,Thamarasseri
5	Logistics Section Chief (LSC)	Joint RTO , Koduvally
6	Planning Section Chief(PSC)	Station Officer Fire and Rescue ,Mukkom
7	Safety Officers(SO)	Supdt ,Taluk Hospital Thamarasseri
8	Information & Media Officer	Information Assistant ,Information Office ,Kozhikode
9	Liaison Officer (LO)	Headquarters Deputy Tahsildar ,Taluk Office Thamarasseri
10	Information Officer	Simson , Clerk ,Taluk Office ,Thamarasseri

Duties & Responsibilities of Incident Commanders

1. Prepare data base of all Govt.Vehicles ,their custodian officers with contact numbers of drivers
2. Rate Contract should be prepare for hiring JCB ,CRANES, HITTACHI & GENERATORS etc
3. Safe Buildings Should be identified and mapped for rehabilitation & evacuation of people as & when required .
4. Volunteers for all rescue operations should be identified and their details must be collected.
5. Suppliers of drinking water ,Packaged food etc should be identified & listed
6. Direction should be given to all Village Officers to identify all dangerous trees in public places well in advance and should report to DDMA.
7. Vulnerable areas /Flood prone area in the taluk should be listed and all preparations for evacuation ,rehabilitation must be done .
8. All resources for meeting the urgent requirement of the above area should be identified by the concerned Village Officers.
9. Taluk Incident Commanders should ensure that control rooms are properly manned by 24x7. All infrastructures must be checked well in advance. All officers posted in the control room should be informed properly.
10. Taluk incident Commanders should convene a meeting this week itself for planning the strategies and tactics for facing the Monsoon and related incidents .It will help to reduce chaos and confusion during Disaster response. Everyone will know what all has to be done and who is in command.

Chairman ,DDMA & District Collector ,Kozhikode

Copy to :

10. Sub Collector ,Kozhikode
11. District Police Chief ,Kozhikode (City)
12. District Police Chief Kozhikode (Rural)
13. Revenue Divisional Officer ,Vatakara
14. Adl District Magistrate ,Kozhikode
15. Deputy Collector (Election)
16. Deputy Collector (LR)

17. District Fire Officer ,Kozhikode

18. Regional Transport Officer ,Kozhikode

19. All Tahsildars

District Information Officer ,Kozhikode .

Copy to: 1. 1. Sub Collector ,Kozhikode
2. District Police Chief ,Kozhikode (City)
3. District Police Chief Kozhikode (Rural)
4. Revenue Divisional Officer ,Vatakara
5. Adl District Magistrate ,Kozhikode
6. Deputy Collector (Election)
7. Deputy Collector (LR)
8. District Fire Officer ,Kozhikode
9. Regional Transport Officer ,Kozhikod.
10. District Information Officer ,Kozhikode
11. All Tahsildars

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"This document is electronically approved in eOffice by DR. NARASIMHUGARI T L REDDY IAS on 18-05-2022. Hence it does not require signature in ink"