

**THE CHAIRMAN DISTRICT DISASTER MANAGEMENT AUTHORITY, DISTRICT MAGISTRATE & DISTRICT COLLECTOR, KANNUR**

**Present : Subhash.T.V.IAS**

**Ref: DCKNR/4453/21/T4**

**Dated 15.05.2021**

Sub:- District Disaster Management Authority, Kannur – National Disaster Management Guidelines – Incident Response System(IRS) – designating officers as the functionaries – orders issued.

Read:-1. National Disaster Management Guidelines - Incident Response System, a publication of the National Disaster Management Authority, Government of India.  
2. Monsoon Preparedness and Emergency Response Plan – Version 2019, Kerala State Disaster Management Authority, dated 29/05/2019.

Issued u/s 30 of Disaster Management Act, 2005

1. Incident Response System(IRS) is introduced in India in 2010 by the National Disaster Management Authority(NDMA). 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 disasters in India. The vision is to minimize loss of life and property by strengthening and standardising the disaster response mechanism in the country.
2. India is vulnerable, in varying degrees, to a large number of natural as well as man-made disasters. Kerala and for that matter Kannur is no way an exception. As stated in the National Policy on Disaster Management, 2009, in India, 58.6 per cent of the landmass is prone to earthquake of moderate to very high intensity; over 40 million hectares(12 per cent of the land) is prone to floods and river erosion; of the 7516 kms long coastline, close to 5700 kms is prone to cyclones and tsunami; 68 per cent of the cultivable area is vulnerable to drought and hilly areas are at risk from landsliders and avalanches. Vulnerability to manmade disasters and emergencies of CBRN origin is also on the rise. Heightened vulnerabilities to disaster risks can be related to expanding population, environmental degradation, unplanned urbanization, industrialization etc.
3. Section 22(2), 24,30 and 34 of DM Act 2005 has clearly laid down various duties relating to DM to be performed by various agencies. No single agency or department can handle a disaster situation of any scale alone. Different departments and agencies need a formalised response management structure that lends consistency, fosters efficiency and provides appropriate direction during response. Response management constitutes the functions of planning, execution and co-ordination. While planning in the pre-disaster phase is the responsibility of various authorities created under the DM Act, the execution of the plans has to



be carried out by the various line departments of the Government in the existing administrative structure in the District and State. For ordination and ensuring smooth execution of the plans, at the District level, all the activities have been vested in the DDMA itself. The IRS envisages and lays down various tasks that may need to be performed by the existing administrative machinery at various levels. It also recommends prior identification of officers for the performance of different tasks and getting them trained in their respective roles, and provides a structure under which all the line departments will function in tandem with the District and State administration.

4. The Incident Response System (IRS) is an effective mechanism for reducing the scope for ad-hoc measures in response. It incorporates all the tasks that may be performed during DM irrespective of their level of complexity. It envisages a composite team with various sections to attend to all the possible response requirements. If IRS is put in place and stakeholders trained and made aware of their roles, it will greatly help in reducing chaos and confusion during the response phase. Everyone will know what needs to be done, who will do it and who is in command, etc. IRS is a flexible system and all the sections, branches and units need not be activated at the same time. Various sections, branches and units need to be activated only as and when they are required.
5. The management of response to disasters requires the existing administrative set up, civil society and its various institutions to carry out a large number of tasks. The activities involved in response management would depend on the nature and type of disaster. It has been observed that in times of disaster, apart from lack of resources, lack of co-ordination among various agencies and an absence of role clarity amongst various stakeholders pose serious challenges. If the response is planned and the stakeholders are trained, there will be no scope for ad-hoc measures and the response will be smooth and effective. The cardinal objective of the IRS is to pre-designate officers to perform various duties as well as train them in their respective roles.
6. The IRS provides a participatory, well structured, fail safe, multi-disciplinary, multi departmental and systematic approach to guide administrative mechanisms at all levels of the Government. It also provides scope for private sector, NGOs, CBOs, PRIs and communities to work seamlessly in the response activities. The IRS can be implemented irrespective of size, location, type and complexity of the disaster in India. The IRS is applicable for management of all incidents, natural or man-made. Thus, its methodology will be equally useful for handling incidents which are to be managed by the extant mechanism, such as Terrorism (counter insurgency), Law and order situations, serial bomb blasts, hijacking, air accidents, chemical, biological, radiological and nuclear (CBRN) disasters, Mine disasters, ports and harbour emergencies, forest fires, oil field fires and oil spills.



7. The NDMA guidelines regarding the IRS has clearly mentioned the roles and responsibilities of the various functionaries. Several discussions regarding the implementation of the IRS in the district had been conducted and the following officers are designated as the functionaries in the district level as mentioned below.

Sl. No.	Functionaries of IRS	Designated Officer
1	Responsible Officer	District Collector & chairman, DDMA
2	Incident Commander	CEO, DDMA
3	Deputy IC	Jr.Supdt(DM)
4	Information & Media Officer	District Information Officer
5	Liaison Officer	Sub Collector , Thalassery
6	Safety Officer	District Fire Officer
7	Operation Section Chief	District Police Chief
8	Staging Area Manager	Jr.Supdt(Disaster management)
9	Response Branch Director	Station Officer Fire and Rescue
10	Transportation Branch Director	RTO
11	Road Unit Leader	MVI
12	Rail Unit Leader	Station Manager, Kannur
13	Water Unit Leader	DD, Fisheries
14	Air	Designated Officer from Indian Air Force
15	Planning Section Chief	Additional District Magistrate
16	Resource Unit Leader	DDP
17	Situation Unit LEADER	Hazard Analyst, DDMA
18	Documentation Unit Leader	District Informatics Associate
19	Demobilization Unit Leader	Huzur Sheristadar
20	Logistics Section Chief	Deputy Collector(LA)
21	Service Branch Director	ADC(Gen)
22	Communication Unit	DySP, Telecommunications Wing
23	Medical Unit	DMO(Health)
24	Food Unit	Food Safety Officer
25	Support Branch Director	Spl.Tahsildar(ASL) Kannur
26	Resource Provision Unit Leader	Asst. Commandant, AR Camp
27	Facilities Unit Leader	Deputy Collector(Revenue&Recovery)
28	Ground Support Unit Leader	Joint RTO(kannur)



29	Finance Branch Director	Finance Officer
30	Time Unit Leader	JS E
31	Compensation/Claim Unit Leader	JS E
32	Procurement & Cost Unit Leader	JS (H)

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8. All the officers designated as different functionaries are advised to go through the guidelines of IRS issued by NDMA and get well versed with the roles and responsibility of each position. The CEO, DDMA is authorised to conduct as many training sections to these officers and their supporting staff and also the officers at lower level so that the system can be implemented in its full sense.
9. CEO, DDMA shall report the preparedness of implementation after giving proper training to all functionaries to the DDMA and the DDMA will review the preparedness and announce the date from the Incident Response System take effect in the district.

Sd/-

CHAIRMAN DISTRICT DISASTER MANAGEMENT AUTHORITY,  
& DISTRICT COLLECTOR, KANNUR

//by order//

*Pa*  
19/5/2021  
Junior superintendent

Copy to

1. The Additional Chief secretary, Revenue and Disaster Management & State Relief Commissioner, Thiruvananthapuram. (With Covering Letter)
2. Member Secretary, kSDMA, Thiruvananthapuram.
3. The President, District Panchayath kannur
4. District Police Chief, Kannur.
5. Sub Collector, Thalassery/ Thalipparamba
6. All deputy collectors, Kannur
7. DMO, Kannur
8. District Fire Officer, Fire & Rescue Department, Kannur
9. ADC General, Kannur
10. All Tahsildars.
11. Sparecopy/Stock file

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