

MUTHIALPET CIRCLE  
No. 1423/MA/CR/16  
Date: 7.10.16

GOVERNMENT OF PUDUCHERRY  
DEPARTMENT OF REVENUE AND DISASTER MANAGEMENT

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No.10552/DRDM/DM/ 2016

Puducherry, dated 05.10.2016.

OFFICE OF THE  
SUPDT. OF POLICE (EAST)  
No. 4239/SPE/GR/16  
Dated: 06.10.16

To

1. The Senior Superintendent of Police (L&O), Puducherry (ESF#1)
2. The Deputy Collector (Revenue) North/South, Puducherry (ESF#3,6&9)
3. The Chief Engineer PWD, Puducherry (ESF7&13)
4. The Transport Commissioner, Puducherry (ESF#5)
5. The Director of Health & Family Welfare Services, Puducherry (ESF#2)
6. The Commissioner, Puducherry/Oulgaret Municipality, Puducherry
7. The Divisional Fire Officer, Puducherry (ESF #4 &14)
8. The Director of Civil Supplies & Consumer Affairs, Puducherry (ESF310)
9. The Director of Social Welfare, Puducherry (ESF#16)
10. The Superintending Engineer-II, PWD, Puducherry (ESF#11)
11. The Superintending Engineer – I, Electricity Department, Puducherry (ESF#12)
12. The Superintendent of Police, North/South/East/West, Puducherry (ESF#15)
13. The Tahsildar, Taluk Office, Puducherry/Oulgaret/Villianur/Bahour
14. The Commandant, Indian Coast Guard, Puducherry
15. The Group Commandant, NCC, Puducherry
16. The Liaison Officer, NSS, Puducherry
17. The Coordinator, Nehru Yuva Kendra, Youth Hostel, Solai Nagar, Puducherry
18. The Commissioner, Ariyankuppam/Bahour/Mannadipet/Nettapakkam/Villianur Commune Panchayats

Sir/Madam,

Sub: Minutes of the meeting on the proposed mock drill on 08.10.2016 – Reg.

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*lala*  
The minutes of the meeting held on 03.10.2016 is herewith enclosed. It is further stated that, Hon'ble Lt. Governor will be on field visit on 8<sup>th</sup> October, 2016 from 06.00 am to pre-check the preparedness of the departments, before the commencement of the mock drill. Therefore, all are requested to be prepared in all respect.

/BY ORDER OF THE DISTRICT COLLECTOR/

*all steps/cr. au/keep*  
*for mla*

Forwarded for Necessary action Yours faithfully,  
Mut. PS / Kai. PS / O.P.

*[Signature]*

*[Signature]*

*[Signature]*

(S.SIVAKUMAR)

INSPECTOR OF POLICE  
MUTHIALPET CIRCLE  
PUDUCHERRY

SUPDT. OF POLICE (EAST)  
PUDUCHERRY

4239  
CF Muthu

MINUTES OF THE MEETING HELD ON 03.10.2016 AT 11:00 PM AT THE STATE EMERGENCY OPERATION CENTRE, PUDUCHERRY, WITH THE OFFICIALS FROM THE LINE DEPARTMENTS REGARDING THE PROPOSED MOCK EXERCISE TO BE CONDUCTED ON 08.10.2016.

At the outset, the District Collector –cum- Incident Commander, District Disaster Management Authority (DDMA), Puducherry welcomed all the participants present in the meeting. The list of participants of the meeting is appended.

During the meeting, the District Collector explained the participants that as per the instructions of the Hon'ble Lieutenant Governor, a mock drill has been planned on 8<sup>th</sup> October 2016 to check the preparedness of various departments to face any eventuality during monsoon and floods. It was further explained that on the said date, the departments will receive calls from the Emergency Operation Centre regarding any distress. The departments will know the place and time of such mock distress only on 8<sup>th</sup> October 2016 and they will not know it previously. The response time and the preparedness of each department will be recorded and analyzed. Further, the District Collector instructed each Taluk Tahsildars to fully videograph all such events under their jurisdiction and submit a report on the response and preparedness of each departments in tackling the distress.

(Action: All ESF Teams and Taluk Tahsildars)

2. Further, the following actionable points had emerged during the meeting:-

- To provide the number of Relief Centers and the requirement of Gensets and diesel in advance to the Electricity Department with a copy to DRDM, Puducherry

(Action: Women and Child Welfare Department)

- To liaison with the Women and Child Welfare Department for the arrangement of food to be supplied to the people who are accommodated in the relief shelters along with potable drinking water.

(Action: Civil Supplies dept. & Women and Child Welfare Department)

- To get the food tested by the Food Safety and Standards Authority of India (FSSAI).

(Action: Civil Supplies dept.)

- To inspect the relief shelters and make sure that the facilities like toilet, drinking water, etc. are maintained properly.

(Action: Women and Child Welfare Department)

- To liaison with the Women and Child Welfare Department and provide Gensets wherever required at the relief shelters.

(Action: Electricity Department & Women and Child Welfare Department)

- The National Cadet Corps (NCC) and the National Service Scheme (NSS) to liaison with the Deputy Collector(Revenue) North & South, the Women and Child Welfare Department and render assistance at the relief shelters.

- All the line departments to strictly refrain from granting leave to the individuals unless on exigency.

(Action: All Line Departments)

- To spare one person to each Taluk/Zonal Officer and one person to both Deputy Collectors with Walkie-Talkie sets. Similarly, to each ESF Team, a police person with Walkie-Talkie set to be provided. One static wireless set should be provided in Emergency Operation Centre and it should be manned. Totally, 21 Walkie-Talkies with men and one static set with men are required both during mock drill and during monsoon.

(Action: SP(Wireless))

SP-EE

3. With the above, the meeting concluded with thanks from the Chair.



(Dr. SATYENDRA SINGH DURSAWAT, I.A.S.)  
DISTRICT COLLECTOR

To  
All participants  
All Commissioners of Municipalities/Commune Panchayats

Copy submitted to:

1. The Chief Secretary to Govt., Puducherry
2. The Secretary to Govt.(Revenue), Puducherry
3. The Secretary to Lt. Governor, Puducherry

Copy to:

1. The P.S. to Hon'ble Chief Minister, Puducherry