



Government of West Bengal
Department of Disaster Management & Civil Defence
"NABANNA", 325 Sarat Chatterjee Road, Howrah - 711102
No 97- PSDM&CD/2021 Date: 20.05.21

1. The Additional Chief Secretary, Irrigation & Waterways Department, Jalsampad Bhavan, Kolkata
2. The Additional Chief Secretary, Public Works Department, 8th floor, Nabanna, Howrah.
3. The Additional Chief Secretary, Home & Hill Affairs Department, 13th Floor, Nabanna, Howrah
4. The Additional Chief Secretary, Department of Power & N CES, Bidyut Unnayan Bhavan, Salt lake, Kolkata
5. The Additional Chief Secretary, Department of P&RD, Salt lake, Kolkata
6. The Additional Chief Secretary, PHE Department, 7th floor, New Secretariat Building, Kolkata
7. The Additional Chief Secretary, Department of Animal Resources Department, Salt Lake.
8. The Additional Chief Secretary, Fire & Emergency Services, Bikash Bhavan, Kolkata
9. Additional Chief Secretary, FPI & Horticulture department, Mayukh Bhavan, Kolkata
10. The Director General of Police, West Bengal, Nabanna, Howrah
11. Commissioner of Police, Kolkata Police, Lal Bazaar, Kolkata
12. The Principal Secretary, Fisheries, Salt Lake, Kolkata
13. Principal Secretary, School Education Department, Bikash Bhavan, Kolkata
14. Principal Secretary, UD & MA department, Nagarayan, Salt Lake, Kolkata
15. The Secretary, Department of Food & Supplies, Khadya Bhavan, Kolkata
16. The Secretary, Department of Health & Family Welfare, Swasthya Bhavan GN-29, Salt lake, Kolkata
17. Director General, Civil Defence and ADG West Bengal Police, Phears Lane, Kolkata
18. Municipal Commissioner, Kolkata Municipal Corporation, KMC, Kolkata
19. Addl DGP & IGP (Operations) WB Police & Nodal officer, DMG WB, Bhavani Bhavan, Kolkata
20. Secretary, Agriculture Department, 3rd floor, Nabanna, Howrah
21. Chairman cum Managing Director, WBSEDCL, Bidyut Bhavan, Salt Lake, Kolkata
22. Secretary, I & CA, 9th floor, Nabanna, Howrah
23. Secretary, Transport Department, Kolkata

Subject : Action Points with reference to Meeting on Preparatory Measures for and Cyclonic storm on 19.05. 21

Sir/madam

Kindly find attached copy of action points for immediate action related to Cyclonic storm as per discussion in meeting held on 19.05.21 at Nabanna. The action points are circulated for necessary action by all concerned. All activities are to be planned and conducted following the COVID norms.

Enclosure: As stated

Yours faithfully

(Principal Secretary DMCD)

No 97- PSDM&CD/2021
Copy of action points forwarded for necessary action to

Date: 20.05.21

1. Special Secretary, DMCD deptt, Bikash Bhavan, Salt lake, Kolkata for monitoring
2. Joint Secretaries /Deputy Secretaries DMCD deptt, Nabanna, Howrah
3. Director Disaster Management, Tran Bhavan, S.N. Banerjee Road, Kolkata PS to MIC, DMCD deptt, Nabanna, Howrah
4. OSD to Chief Secretary, 13th Floor, Nabanna, Howrah
5. OSD to Home Department, 13th Floor Nabanna, Howrah

(Principal Secretary DMCD)



Government of West Bengal

Department of Disaster Management & Civil Defence

"NABANNA", 325 Sarat Chatterjee Road, Howrah - 711102

No 96- PSDM&CD/2021


Date: 20.05.21

**Action Points with reference to Meeting on Preparatory Measures for
Monsoons and Cyclonic storm on 19.05. 21**

1. **Indian Meteorological Department, RMC, Kolkata:** Issue weather warnings promptly .
2. **Irrigation & Waterways Department: Irrigation & Waterways:** Control room is to be maintained round the clock. Check embankments in the vulnerable areas . Quick response teams for immediate repair work of embankments are to be ready.
3. **Agriculture Department and Horticulture & Food Processing Department:** Advise farmers for early harvest/storage of crops as per IMD alert.
4. **Fisheries Department :** Disseminate early warning about weather alert to fishermen not to go to sea as per IMD alert. Strictly enforce deep sea fishing ban. Boats should not move out of harbours.
5. **Panchayat & RD Department/Urban Development & MA Department:** Disseminate early warning and keep quick response teams ready .Arrange for water pumps .
6. **Police:** Disseminate information and keep quick response teams ready . Miking is to be done to restrict fishermen and inform public about storm and during evacuation ,as per IMD alerts.
7. **All India Radio & Doordarshan:** Doordarshan & AIR to provide support in early warning.
8. **Department of Telecom :** Ensure uninterrupted telecommunications support in natural calamity and SMS facility for dissemination of early warning . ICR facility should be extended if required.
9. **Power Department:** Ensure uninterrupted supply of power to Hospitals/Control rooms and flood /Cyclone Shelters etc. Keep quick response teams ready for restoration of power. Round the clock control room. Restoration teams should be ready for immediate response.
10. **Public Works Department:** Ensure connectivity of roads and restore damaged roads. Clear blocked roads after cyclone. Tree cutting teams should be kept ready.
11. **Public Health Engineering:** Ensure uninterrupted supply of drinking water to Hospitals and provide drinking water for flood/cyclone shelters. Round the clock control room .
12. **Transport Department :** Provide vehicles for evacuation and restrict ferry/boat services.
13. **Food & S Department:** Provide foodgrains for Gratuitous Relief and supply of ration in affected areas. Reserve stocks at petrol pumps of petrol and diesel for telecom .
14. **Health Department:** Keep beds reserved in hospitals for emergency and stock medicine/anti venom in remote /vulnerable areas. Quick response teams and ambulances to be ready .
15. **Animal Resources Department:** Stock fodder and concentrated animal feed and medicine .
16. **Fire & Emergency Services Department:** Fire Fighters for the purpose of search and rescue should be kept in readiness. Tree cutting teams should be activated.
17. **Army, Head Quarter, Bengal Sub Area , Indian Air Force and Navy:** Adequate force should be kept ready to assist in any adverse situation during cyclone.
18. **Coast Guard:** Help track fishing boats and enforce restriction as per IMD bulletin.
19. **NDRF/SDRF:** NDRF/SDRF is to be fully prepared with teams and deploy with tree cutters.
20. **Civil Defence:** Deploy boats and volunteers & keep quick response teams with tree cutters.
21. **Border Security Force:** Water crafts are to be kept for rescue operations
22. **School Education/Higher Education:** Education institutions may be provided as shelters.
23. **Kolkata Municipal Corporation & Howrah Municipal Corporation :**Arrange Water Pumps, Clearing of drains/sewers , have atleast 100 teams for cutting of trees and coordinate with CESC,WBSEDCL, irrigation department regarding clearance of trees and pumping water and restoration of power
24. **WBSEDCL/CESC:** keep teams ready for restoration of power. There should be sufficient personnel at all levels and will work in coordination with power department and Kolkata Municipal Corporation . Sufficient generators should be there. Power supply to water pumping stations should be ensured.
25. A working group headed by ACS Irrigation &Waterways deptt. was formed to work out plans to deal with water logging problem and power restoration issues in KMC and surrounding areas with representatives from Irrigation & Waterways Deptt, KMC, Power, WBSEDCL, UD&MA, CESC, Howrah MC, KMDA, Bidhannagar MC etc. The working group should meet and work in coordinated manner.
26. 24x7 control room is to be opened at state level immediately and leave of all concerned departmental officials be cancelled for this period. Similar control rooms would operate round

the clock at districts , subdivision and block levels.STATE CONTROL ROOM NUMBERS ARE1070,22143526.

27. in districts and KMC all shelters are to be sanitized and be ready for evacuation/ relief shelters. Schools are to be sanitized and be ready for shelters. Food, Chira Gur/Baby Food, Water, sanitization, electricity, generator arrangements are to be for all shelters by District Magistrates. DMs to arrange masks ,sanitizers for rescue teams and evacuated people.
28. Tourist Advisory that tourists should not venture near sea in three Coastal Districts from 23rd^h May is to be given by tourism department.
29. Director, I&CA Departments to circulate weather alert, fishermen warning & advisory for Tourist through electronic media .
30. All arrangements are to be in place by all department and agencies for the Cyclonic storm by 22nd May 2021
31. All activities are to be planned and conducted following the COVID norms.



(Principal Secretary DMCD)