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राष्ट्रीय आपदा मोचन बल /National Disaster Response Force
गृह मंत्रालय /Ministry of Home Affairs
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No. I-17018/Trg/HQ NDRF/2017/1865

Dated, the ... 31 Aug 2017

Subject : **MINUTES OF BIMSTEC PREPARATORY MEETING
HELD ON 08-09 AUG 2017 AT NEW DELHI**

Please find enclosed the Minutes of BIMSTEC Preparatory Meeting held on 08-09 Aug 2017 at Vigyan Bhawan, New Delhi for information and necessary action.

Encl : **As above**


(Rajesh Negi)
Second-In-Command (Trg)
HQ NDRF, New Delhi

Distributions :

1. The Secretary, NDMA, NDMA Bhawan, New Delhi
2. The JS (DM), DM Division, MHA, New Delhi
3. The Js (BIMSTEC & SAARC), MEA, New Delhi
4. The Director, BIMSTEC Secretariat, Dhaka, Bangladesh
5. The Director, CWC, New Delhi
6. The Director, Delhi Jal Board, New Delhi
7. The Director General, IMD, New Delhi
8. The Secretary, DDMA, New Delhi
9. Ms Ashwini Sattaru, Deputy Secretary, Ministry of External Affairs, New Delhi. - Request to forward the minutes to all BIMSTEC member countries.
10. The Commandant, All NDRF Units
11. All Branches, HQ NDRF

Copy to :

1. Staff Officer to DG, NDRF
2. PA to IG, NDRF
3. PA to DIG (Adm), NDRF
4. PA to DIG (Trg), NDRF
5. PA to DIG (Ops), NDRF
6. PA to DIG (Prov), NDRF
7. IT Wing, HQ NDRF

- For publishing in BIMSTEC Website.

MINUTES OF THE PREPARATORY MEETING - BIMSTEC DME_x - 2017

A two days preparatory meeting was held w e f 08 Aug to 09 Aug 2017 to coordinate the conduct of BIMSTEC DME_x – 2017 being organized w e f 10 Oct to 13 Oct 2017. Lt Gen N C Marwah, PVSM, AVSM (Retired), Member, NDMA, Director General, NDRF and Sh Prashant Agrawal, Joint Secretary (BIMSTEC & SAARC) delivered the inaugural address followed by presentations by Sh Kamal Kishore, Member NDMA, Sh Arjun Katoch, Member of the Advisory Committee of NDMA on “Vulnerability Profile of BIMSTEC Region” and “International Disaster Response System” respectively. The representative from BIMSTEC member countries, representative from NDMA, MHA, MEA, CWC and IMD attended the preparatory meeting held at Vigyan Bhawan, New Delhi. Sh Pankaj Hazarika, Director (India) BIMSTEC Secretariat Dhaka, Dr D N Sharma, Member NDMA also attended the meeting. Representative of all the participating member countries give a brief account of the disaster response mechanism in the respective countries. The list of delegates is attached as

Annexure - I

2. The Director General, NDRF, Mr Sanjay Kumar while welcoming the delegates, emphasized that the BIMSTEC region is prone to almost all possible types of disasters including earthquakes, landslides, avalanches, floods, cyclones, tsunami, drought, forest fire etc. In any disaster of larger magnitude, teams of many nations have to work together. The main objective of the ‘Preparatory Meeting’ is to work out the modalities and requirement of BIMSTEC DME_x – 2017 in advance, so that maximum benefit can be derived from the exercise. This type of exercise provides an excellent platform the best practices and learn from each other.

3. Lt. Gen. (Retired) N. C. Marwah, PVSM, AVSM, Member NDMA (India), while addressing, gathering as Chief Guest highlighted that Disasters are not constrained by political boundaries. Most of the natural hazards in Asia are regional in nature. The Indian Ocean Tsunami affected as many as eight countries in South and South East Asia. The Kosi river floods devastate parts of Nepal and India every monsoon while the Ganges and Brahmaputra floods maroon villages in India and Bangladesh. Therefore, Prevention, Mitigation and Resilience to trans-boundary catastrophes require strong bilateral and regional vision, cooperation and maturity. Recent disaster experiences in the region call for strengthened regional and international capabilities for preparedness and response, especially to natural disasters.

4. Mr Prashant Agrawal, Joint Secretary (BIMSTEC & SAARC), MEA (India) addressed the delegates during the inaugural session of the meeting brought out that with BIMSTEC, a great deal of importance is attached as it fulfill

several priorities and objectives in one row. It is a very unique connector between South and South East Asia. One hand BIMSTEC have south Asia and another hand Asian Countries and this is one unique routes which connects this two geographic regions. It is also a grouping to which there is a great deal of political commitments from all member countries.

5. After inaugural session, Mr Kamal Kishore, Member NDMA (India) delivered a presentation on “Vulnerability Profile of BIMSTEC region”. During his talk, he highlighted that the disaster risk in BIMSTEC Countries and brought out that the storm is a main cause of destruction, effecting 60% of population, followed by earthquake and flood.

6. After the brief presentation on “Vulnerability Profile of BIMSTEC region”, Mr Arjun Katoch, Member of Advisory Committee, NDMA (India) gave a presentation on “International Disaster Response System” to the delegates. During his presentation, he emphasized on need for proper coordination for international response during any disaster which needs international assistance/response. He also highlighted the three levels of disaster response coordination i.e. on-site, national level and international level including regional.

7. The presentation on “International Response System” was followed by a brief presentation by representatives of all the participating member countries about the “Disaster Response Mechanism and Capability in Response & Relief” in their respective countries.

a. **Bangladesh**

Mr Ardhendu Shekhor Roy, Joint Secretary, Ministry of Disaster Management and Relief Bangladesh Secretariat, Government of the People’s Republic of Bangladesh, Dhaka gave a detailed presentation on Bangladesh initiatives on disaster response. The main highlights of the presentation are as under :-

- i. Key Factors of Vulnerability
 - a. Global Warming and Climate Change
 - b. Geographical location
 - c. Dominance of floodplains
 - d. Low elevation from the sea
 - e. High population density
 - f. High level of poverty
- ii. Legal Framework of Disaster Management in Bangladesh

- a. Disaster Management Act, 2012
 - b. Disaster Management Policy, 2015
 - c. National Plan for Disaster Management
 - d. Standing Orders on Disaster-2010
- iii. The Best Practices
- a. Established the DM Regulatory Framework – identified the actors and their roles related to DRR and Emergency Response
 - b. Professionalizing the DM system – inclusion of disaster and climate risks in education curricula at primary, secondary and tertiary levels
 - c. Introduction of a bottom up approach in development planning (CRA and RRAP)
 - d. Seismic vulnerability mapping and contingency planning (ADPC acted as a technical partner)
 - e. Information sharing through DMIC network from central to community level (ADPC acted as a technical partner)
 - f. Promoted volunteerism both in urban and rural
- iv. Challenges
- i. Early warning with adequate lead time in community language.
 - ii. The capacity of coordination and making relationship among emergency responders.
 - iii. The capacity to produce the appropriate information timely.
 - iv. Integrated framework for incident management and communication.
 - v. Resilient embankment, green belt along the coast.
 - vi. Expansion of regional and global networks for real time data/ information sharing.
 - vii. Mainstreaming disaster risk reduction and climate change adaptation in development process.

- viii. Strengthening linkage with regional and international organizations involved in DRR in line with SFA and MDG.

b. **Bhutan:**

Mr Sangay Dawa, Senior Program Officer, Department of Disaster Management, Ministry of Home and Cultural Affairs, Thimphu, Bhutan delivered a presentation on “Disaster Response Mechanism and Capability in Response & Relief” in Bhutan. The main highlights of the presentation are as under :-

- i. ICS approved as a response tool for management of disasters by Hon’ble Prime Minister in the 4th NDMA meeting
- ii. HPM commanded development of contextualized IMT at the national, dzongkhag, dungkhag, thromde, gewog levels
- iii. National Disaster Response Coordination Committee at the NEOC
- iv. Incident Management Team
- v. Onsite Incident Response Management Team at Dzongkhag Level
- vi. IMT at Dungkhag level
- vii. IMT at Gewog Levels
- viii. IMT at Thromde level (Thimphu, Phuentsholing, Gelephu and Samdrupjongkhar)

c. **Myanmar:**

Ms Lae Shwe Zin Oo, Director, Relief and Settlement Department, Ministry of Social Welfare, Relief and Settlement, Nay Pyi Taw, Myanmar delivered a presentation on “Disaster Response Mechanism and capability in Response & Relief” in Myanmar. The main highlights of the presentation are as under :-

- i. Disaster Risk Management in Myanmar (National)
 - a. National Natural Disaster Management Committee, a supreme agency on Disaster Risk Management (policy level, decision making, formulating strategies, and overall supervision)
 - b. National Search and Rescue Committee

- c. 12 Working Committees have been formed under NNDMC to support implementation of DRR activities
- d. Relief and Resettlement Department under Ministry of Social Welfare, Relief and Resettlement is the focal department for DRR
- e. Line Ministries with related mandates on DRR
- ii. State/Region, District, Township, Village Tract Level
 - a. State / Region Disaster Management Committee
 - b. District Disaster Management Committee
 - c. Township Disaster Management Committee
 - d. Village Tract Disaster Preparedness Committee
- iii. Constitution of National Natural Disaster Management Committee (NNDMC)
- iv. National DRR Frameworks
- v. Myanmar Action Plan on Disaster Risk Reduction – MAPDRR
- vi. Standing Order on Disaster Management
 - a. Based on the lessons learnt in Cyclone Nargis, the National Disaster Preparedness Central Committee (NDPCC) has adopted “Standing Order on Disaster Management” in January, 2009 to ensure effective response to future disasters.
 - b. The Standing Order includes national level institutions and their mandates, State/Region Level Disaster Preparedness Committees and their responsibilities, and exact mandates of respective ministries and municipal committees.

d. **Nepal:**

Mr. Shankar Hari Acharya, Under Secretary, Ministry of Home Affairs, Kathmandu, Nepal delivered a presentation on “Disaster Response Mechanism and Capability in Response & Relief” in Nepal. The main highlights of the presentation are as under :-

- i. Institutional arrangements
 - a. Natural calamity act 1982 and its apex body CNDRC is actively activated in the cooperation of MOHA.

- b. RDRCs & DDRCs are activated under MOHA.
 - c. Local Governance Act 1999 has been focused to make DRM Fund locally and MoFALD has been prepared its guidelines.
 - d. Formulation of NSDRM 2009 in line with the HFA.
 - e. Govt. has formulated NRRC and identified five priorities among the 29 programs.
 - f. Focal point system is coordinated and strengthening through MOHA.
 - g. NEOC is established on December 2010 under MOHA to coordinate the emergency response services.
- ii. Lessons learnt and way forward form the Gorkha Nepal Earthquake 2015.

e. **Sri Lanka:**

Mr. Chathura Liyanaarachchige, Assistant Director, Preparedness Planning Division Disaster Management Centre, Colombo, Sri Lanka delivered a presentation on “Disaster Response Mechanism and capability in Response & Relief” in Sri Lanka. The main highlights of the presentation are as under :-

- i. Institutional Arrangements
 - a. DM Policy
 - b. DM Act
 - c. Road map to DRR
- ii. Sri Lanka Disaster Management Act; No.13 of 2005.
- iii. National Disaster Relief Services Center.
- iv. Multi-Hazard Early Warning Dissemination System.

f. **Thailand:**

Mr. Thana Promduang, Director, Department of Disaster Prevention and Mitigation, Ministry of Interior, Bangkok, Thailand delivered a presentation on “Disaster Response Mechanism and capability in Response & Relief” in Thailand. The main highlights of the presentation are as under :-

- i. National Disaster Prevention and Mitigation Plan 2015
- ii. Disaster Management System
 - a. Legal Framework

- b. Core agency: DDPM as the central government agency to operate any related activities on national disaster prevention and mitigation
 - c. Mechanisms to ensure the implementation of disaster management system:
 - iii. Mechanism for Disaster Risk Management.
 - iv. Capabilities in Response and Relief.
- g. **India:**

Mr S K Sastri, Commandant, NDRF delivered a presentation on “Disaster Response Mechanism and capability in Response & Relief” in India. The main highlights of the presentation are as under :-

- i. National Vision & Strategy
- ii. Disaster Management Act,2005
- iii. National Disaster Management Structure
- iv. Disaster Response - 3-Tier Mechanism
- v. National Disaster Response Force – National and International Operations
- vi. Capacity Building Initiatives

8. Mr Pankaj Hazarika, Director (India), BIMSTEC Secretariat, Dhaka, during his address to the house said that, disaster is an inevitable phenomenon and we have to prepare ourselves to tackle it. He further emphasized the need of regional and international cooperation to deal with disasters and the need of joint efforts for the disaster management preparedness. The Director BIMSTEC Secretariat further highlighted that conduct of Disaster Management exercise regularly is the need of the hour and it is imperative for the countries involved to get together at the earliest to set up appropriate institutional mechanisms for sharing best practices in disaster response and management. He requested to all delegates from BIMSTEC Countries to make this exercise successful.

9. The after lunch sessions were dedicated for the deliberations on the conduct of BIMSTEC DMEx-2017 w e f 10–13 October, 2017. Mr R K Rana, Dy Inspector General NDRF and Mr P K Srivastava, Commandant briefed to the delegates about all aspects of the main exercise which comprises Table Top Exercise (TTX), Field Training Exercise (FTX) and After Action review (AAR), exercise scenarios, venues and conduct of exercise. A presentation on “Logistic Plan” was given to the delegates covering all administrative and logistic information by Mr Rajesh Negi, Second-In-Command, NDRF. All member

countries were requested to send the nominations of the delegates for the main exercise before 31 Aug 2017.

10. Mr J K S Rawat, Deputy Inspector General, NDRF apprised to house about the BIMSTEC website (www.bimstecdmex.in) which was launched by NDRF exclusively for BIMSTEC DMEEx – 2017. Important information regarding the exercise is being regularly updated and publish information of all the stakeholders.

11. On 09th Aug 2017, the delegates visited the proposed site of BIMSTEC DMEEx – 2017. The entire exercise scenario was depicted and enacted to the delegates. The complete exercise layout was introduced to the delegates. The delegates were explained in brief about the proposed sub-scenarios and NDRF rescuers gave a demonstration of the activities which are likely to be part of the exercise. NDRF also organized an exhibition of NDRF equipment to give a fair idea to the delegates about the equipment which the teams might require during the exercise. There after small de-briefing session held at the exercise site to discuss the issues, if any. All the delegates were suggested not to bring equipment for the main exercise the same shall be provided by NDRF, if required by the participating country. All the delegates were clear about the methodology of the exercise and expressed keenness to participate in the exercise.

12. After the field visit, the summing up session was presided over by the DG, NDRF. The DG, NDRF said that, this initiative will help in framing guidelines and SOPs for disaster response system in BIMSTEC region. DG, NDRF also informed that, if any member country makes a request, NDRF would provide the required equipment on the site. The DG, NDRF asked for viewpoints from each country delegations on the suggestions received during the discussion. He also informed that, most of the suggestions that have been received.

13. Suggestions given by the delegates :

- i. The delegate from Bangladesh suggested for change of date of exercise in view of International Disaster Risk Reduction day on 13 Oct 2017 – The Exercise Secretariat apprised the house that, due consideration has been given to this fact and final day of exercise is decided accordingly.
- ii. The delegate from Sri Lanka suggested that every major disaster is followed by many subsidiary disasters, hence the exercise should

include this aspect also – The Exercise Secretariat apprised the house that exercise scenarios are planned accordingly.

- iii. The delegate from Sri Lanka suggested to have a format for the observers – The Exercise Secretariat shared with the house that there is a standard format for the observer.

14. The following information regarding the point of contacts for various subject was shared with the house :

Srl No	Subject	Name & Designation	Contact Details
a.	General Information	Mr J K S Rawat, DIG (Adm) Mr K K Singh, DIG (Trg)	(+91)11-24363267 (O) (+91)11-24363261 (F) (+91)11-24654994 (O) (+91)11-24611519 (F) dig.trgops.ndrf@gov.in
b.	Exercise related technical queries	Mr R K Rana, DIG (Ops)	(+91)11-24363266 (O) (+91)11-24363261 (F) dig.trgops.ndrf@gov.in
c.	Equipment related queries	Mr Rajesh Negi, 2IC (Trg)	(+91)11-24656932 (O) (+91)11-24611519 (F) dig.trgops.ndrf@gov.in

15. Concluding the preparatory meeting the DG, NDRF thanked all the delegates for their active and fruitful participation in the meeting and expressed hope that BIMSTEC DMEx – 2017 will go a long way in formulating an effective disaster response mechanism in the region.

LIST OF DELEGATES FROM BIMSTEC COUNTRIES.**Bangladesh:**

1. Mr. Ardhendu Shekhor Roy, Joint Secretary, Ministry of Disaster Management and Relief Bangladesh Secretariat, Government of the People's Republic of Bangladesh, Dhaka, Bangladesh.
2. Mr. Shabbir Ahmmad, Senior Assistant Secretary, Ministry of Disaster Management and Relief Bangladesh Secretariat, government of the People's Republic of Bangladesh, Dhaka, Bangladesh.

Bhutan:

1. Ms. Ugyen Lhamo, Senior Planning Officer, Policy and Planning Division, Ministry of Home and Cultural Affairs, Thimphu, Bhutan.
2. Mr. Sangay Dawa, Senior Program Officer, Department of Disaster Management, Ministry of Home and Cultural Affairs, Thimphu, Bhutan.
3. Ms. Kinga Singyl, Second Secretary, Royal Bhutanese Embassy, New Delhi.

India:

1. Mr S K Sastri, Commandant, National Disaster Response Force, Guwahati (Assam).
2. Ms Ashwini Sattaru, Deputy Secretary, Ministry of External Affairs, New Delhi.

Myanmar:

1. Ms. Lae Shwe Zin Oo, Director, Relief and Settlement Department, Ministry of Social Welfare, Relief and Settlement, Nay Pyi Taw, Myanmar.
2. Ms. Kay Thwe Win, Assistant Staff Officer, Relief and Settlement Department, Ministry of Social Welfare, Relief and Settlement, Nay Pyi Taw, Myanmar.
3. Ms Daw Moh, First Secretary, Myanmar Embassy, New Delhi.

Nepal:

1. Mr. Shankar Hari Acharya, Under Secretary, Ministry of Home Affairs, Kathmandu, Nepal.
2. Mr. Narayan Aryal, Section Officer, Ministry of Home Affairs, Kathmandu, Nepal.
3. Mr. Srijana Adhikari, First Secretary, Embassy of Nepal, New Delhi.

Sri Lanka:

1. Mr. Chathura Liyanaarachchige, Assistant Director, Preparedness Planning Division, Disaster Management Centre, Colombo, Sri Lanka.

2. Ms Kankanamge Nadeeka Priyadarshanie, Assistant Director, National Disaster Relief Services Centre, Ministry of Disaster management, Colombo, Sri Lanka.

Thailand:-

1. Mr. Thana Promduang, Director, Department of Disaster Prevention and Mitigation, Ministry of Interior, Bangkok, Thailand.
2. Mr. Warat Surawadee, Plan and Policy Analyst, Professional Level, Department of Disaster Prevention and Mitigation, Ministry of Interior, Bangkok, Thailand.

BIMSTEC Secretariat:-

1. Mr. Pankaj Hazarika, Director, BIMSTEC Secretariat, Dhaka, Bangladesh.

LIST OF PARTICIPANTS FROM MINISTRIES/DEPARTMENTS FROM INDIA.

1. Mr Sanjay Kumar, Director General, National Disaster Response Force, New Delhi.
2. Lt. Gen (Retd), N.C. Marwah, PVSM, AVSM, Member, NDMA, New Delhi.
3. Dr. D.N.Sharma, Member, NDMA, New Delhi.
4. Mr Kamal Kishore, Member, NDMA, New Delhi.
5. Mr Arjun Katoch, Member Advisory Committee, NDMA, New Delhi.
6. Mr Prashant Agarwal, IFS, Joint Secretary, Ministry of External Affairs, New Delhi.
7. Mr B. Pradhan, Additional Secretary, NDMA, New Delhi.
8. Maj. Gen. Dr. V.K.Naik, KC, AVSM, NDMA, New Delhi.
9. Maj. Gen. V.K.Datta, NDMA, New Delhi.
10. Mr J.K.S. Rawat, Deputy Inspector General, HQ NDRF, New Delhi.
11. Mr R.K.Rana, Deputy Inspector General, HQ NDRF, New Delhi.
12. Mr Sanjay Kumar Singh, Director, CWC, New Delhi.
13. Mr Gopal Ji Rai, Director, Delhi Jal Board, New Delhi.
14. Mr Rajiv Kumar, Consultant DDMA, New Delhi
15. Mr P.K.Srivastava, Commandant, 08th Bn NDRF, Ghaziabad (UP).
16. Mr H.K.Chawla, Joint Director, Safety & Disaster Management, New Delhi.
17. Mr Keshav Kumar, Second-in-Command, HQ NDRF, New Delhi.
18. Mr Rajesh Negi, Second-in-Command, HQ NDRF, New Delhi.

19. Mr Ashish Sharma, Second-in-Command, HQ NDRF, New Delhi.
20. Ms Santosh Dhaka, Second-in-Command, 05 Bn NDRF, Pune (MH).
21. Mr Ran Singh Arya, Deputy Director, Delhi Jal Board, New Delhi.
22. Mr Rakesh Ranjan, Deputy Commandant, HQ NDRF, New Delhi.
23. Mr Ritesh Dwivedi, Deputy Commandant, HQ NDRF, New Delhi.
24. Mr Muneesh Kumar, Deputy Commandant, HQ NDRF, New Delhi.
25. Mr Anil Shekhawat, Assistant Commandant, HQ NDRF, New Delhi.
26. Mr Krishan Kumar, Assistant Commandant, HQ NDRF, New Delhi.
27. Mr M. Natrajan, Assistant Commandant, HQ NDRF, New Delhi.
28. Mr P.K.Sharma, Assistant Commandant, HQ NDRF, New Delhi.
29. Mr Bhawani Singh, Assistant Commandant, HQ NDRF, New Delhi.
30. Dr. G. Suresh, Scientist-'F', National Center for Seismology, Ministry of Earth Sciences, New Delhi.
31. Ms Naghma Firdaus, Senior Consultant-CBDH, NDMA, New Delhi.
32. Mr Stephen Mani, Under Secretary (BIMSTEC & SAARC), Ministry of External Affairs, New Delhi.

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