



समर्थनं नयते

# भारत का राजपत्र

# The Gazette of India

असाधारण

EXTRAORDINARY

भाग II—खण्ड 3—उप-खण्ड (ii)

PART II—Section 3—Sub-section (ii)

प्राधिकार से प्रकाशित

PUBLISHED BY AUTHORITY

सं. 819]

नई दिल्ली, शुक्रवार, जुलाई 28, 2006/श्रावण 6, 1928

No. 819]

NEW DELHI, FRIDAY, JULY 28, 2006/SRAVANA 6, 1928

# MINISTRY OF HOME AFFAIRS

## NOTIFICATION

New Delhi, the 28th July, 2006

**S.O. 1216(E).**—In exercise of the powers conferred by Sub-section (3) of Section 1 of the Disaster Management Act, 2005 (53 of 2005), the Central Government hereby appoints the 28th day of July, 2006 as the date on which the provisions of Sections 2, 3, 4, 5, 6, 8, 10, 75, 77 and 79 of the said Act shall come into force.

[F.No. 30/1/2006-NDM-III(A)]

NAVEEN VERMA, Jt. Secy.

प्रभाशु कमल, सयुक्त सचिव  
**MINISTRY OF HOME AFFAIRS**

**NOTIFICATION**

New Delhi, the 30th October, 2006

**S.O. 1861(E).**—In exercise of the powers conferred by Sub-section (3) of Section 1 of the Disaster Management Act, 2005 (53 of 2005), the Central Government hereby appoints the 30th day of October, 2006 as the date on which the provisions of Sections 7, 9, 11, 12, 13, 35, 36, 37, 42, 43, 49, 50, Sub-section (1) of Section 70 and Section 76 of the said Act shall come into force.

[F. No. 30/1/2006-NDM-III(A)]

PRABHANSHU KAMAL, Jt. Secy.

**NOTIFICATION**

New Delhi, the 30th October, 2006

**S.O. 1862(E).**—In exercise of the powers conferred by Sub-section (1) of Section 42 of the Disaster Management Act, 2005 (53 of 2005), the Central Government hereby constitutes the National Institute of Disaster Management with effect from the 30th day of October, 2006.

[F. No. 30/1/2006-NDM-III(A)]

PRABHANSHU KAMAL, Jt. Secy.

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# MINISTRY OF HOME AFFAIRS

## NOTIFICATION

New Delhi, the 7th May, 2007

**S.O. 722(E).**—In exercise of the powers conferred by Sub-section (3) of Section 1 of the Disaster Management Act, 2005 (53 of 2005), the Central Government hereby appoints the 1st August, 2007 as the date on which the provisions of Sections 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 38, 39, 40, 41, 48, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, Sub-section (2) of Section 70, Sections 71, 72, 73, 74, 78 and 79 of the said Act shall come into force in the whole of India.

[F. No. 30/1/2006-NDM-III(A)]

O. RAVI, Jt. Secy.



## MINISTRY OF HOME AFFAIRS

## NOTIFICATION

New Delhi, the 27th September, 2006

**S.O. 1616(E).**—In exercise of the powers conferred by Sub-section (1) of Section 8 of the Disaster Management Act, 2005 (53 of 2005), the Central Government hereby constitutes a National Executive Committee to carry out the various functions assigned to it under the said Act, consisting of the following members as specified in Sub-section (2) of Section 8 of the said Act, namely :—

- |  |              |
|--|--------------|
| (i) Secretary, Ministry of Home Affairs (having administrative control of disaster management) | —Chairperson |
| (ii) Secretary, Ministry of Agriculture, Department of Agriculture and Cooperation             | —Member      |
| (iii) Secretary, Department of Atomic Energy   | —Member      |
| (iv) Secretary, Ministry of Defence  | —Member      |
| (v) Secretary, Ministry of Rural Development, Department of Drinking Water Supply              | —Member      |
| (vi) Secretary, Ministry of Environment and Forests  | —Member      |
| (vii) Secretary, Ministry of Finance, Department of Expenditure                                | —Member      |
| (viii) Secretary, Ministry of Health and Family Welfare  | —Member      |
| (ix) Secretary, Ministry of Power  | —Member      |
| (x) Secretary, Ministry of Rural Development, Department of Rural Development                  | —Member      |
| (xi) Secretary, Ministry of Science and Technology, Department of Science and Technology       | —Member      |
| (xii) Secretary, Department of Space   | —Member      |
| (xiii) Secretary, Ministry of Communications, Department of Telecommunications                 | —Member      |
| (xiv) Secretary, Ministry of Urban Development, Department of Urban Development                | —Member      |
| (xv) Secretary, Ministry of Water Resources  | —Member      |
| (xvi) Chief of the Integrated Defence Staff of the Chiefs of Staff Committee.                  | —Member      |

[F.No. 30/1/2006-NDM-III(A)]

NAVEEN VERMA, Jt. Secy.

## NOTIFICATION

New Delhi, the 27th September, 2006

S.O. 1618(E).—In exercise of the powers conferred by clause (b) of Sub-section (2) of Section 3 of the Disaster Management Act, 2005 (53 of 2005), the Chairperson of the National Disaster Management Authority has nominated the following persons as members of the said Authority, namely :—

(i) General N.C. Vij, PVSM, UYSM, AVSM (Retd.)	Vice-Chairman
(ii) Shri K. M. Singh	Member
(iii) Shri M. Shashidhar Reddy, MLA	Member
(iv) Lt. Gen. (Retd) J.R. Bhardwaj, PVSM, AVSM, VSM, PHS	Member
(v) Dr. Mohan Kanda	Member
(vi) Shri N. Vinod Chandra Menon	Member
(vii) Shri B. Bhattacharjee	Member
(viii) Smt. P. Jyoti Rao	Member

Further, in exercise of the powers conferred by Sub-section (3) of Section 3 of the said Act, the Chairperson of the National Disaster Management Authority has designated General, N.C. Vij, PVSM, UYSM, AVSM (Retd.) as the Vice-Chairperson of the said Authority.

[F. No. 30/1/2006-NDM-III(A)]

NAVEEN VERMA, Jt. Secy.



## NOTIFICATION

New Delhi, the 27th September, 2006

### Disaster Management (Removal of Difficulties) Order, 2006

**S.O. 1619(E).**—Whereas a difficulty has arisen in giving effect to the provisions of Sub-section (4) of Section 3 of the Disaster Management Act, 2005 (53 of 2005) in relation to the term of office of the Vice-Chairperson and Members of the National Disaster Management Authority established under Sub-section (1) of Section 3.

Now, therefore, in exercise of the powers conferred by Sub-section (1) of Section 79 of the Disaster Management Act, 2005 (53 of 2005), the Central Government hereby makes the following Order, namely :—

1. (1) This order may be called the Disaster Management (Removal of Difficulties) Order, 2006.
- (2) It shall come into force at once.

2. For the purposes of Sub-section (4) of Section 3 of the Disaster Management Act, 2005 (53 of 2005), the term of office of the Vice-Chairperson and the members shall be for a period of five years and the said five years term shall be computed from the date on which the Vice-Chairperson and the Members entered upon their respective offices of the National Disaster Management Authority constituted *vide* Notification Number 1/15/2002-DM(1)/DNM-III(A) dated the 30th May, 2005 published in the Gazette of India, Extraordinary, dated the 31st May, 2005.

[F. No. 30/9/2005-NDM-III(A)]

NAVEEN VERMA, Jt. Secy.

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विभागाध्यक्ष, संयुक्त सचिव  
**MINISTRY OF HOME AFFAIRS**  
**NOTIFICATION**

New Delhi, the 27th September, 2006

**G.S.R. 597(E).**—In exercise of the powers conferred by clauses (c) and (d) of Sub-section (2) read with Sub-section (1) of Section 75 of the Disaster Management Act, 2005 ( 53 of 2005), the Central Government hereby makes the following rules, namely :—

**1. Short title and commencement.**—(1) These rules may be called the Disaster Management National Executive Committee (Procedures and Allowances) Rules, 2006.

(2) They shall come into force on the date of their publication in the Official Gazette.

**2. Definitions.**—(1) In these rules, unless the context otherwise requires :—

- (a) “Act” means the Disaster Management Act, 2005 (53 of 2005);
- (b) “Chairperson” means the Chairperson of the National Executive Committee under clause (a) of Sub-section (2) of Section 8;
- (c) “member” means the member of the National Executive Committee under Sub-section (2) of Section 8;



(d) "section" means a section of the Act;

(e) "sub-committee" means a sub-committee constituted by the National Executive Committee under Sub-section (1) of Section 9.

(2) Words and expressions used herein and not defined in these rules but defined in the Act shall have the meanings respectively assigned to them in the Act.

**3. Procedure to be followed by the National Executive Committee.**—(1) The Chairperson of the National Executive Committee may, as and when required, in the implementation of the directions of the Central Government, seek guidance from the National Authority as to the modalities of such implementation.

(2) The Chairperson of the National Executive Committee shall, in case of emergency, have the power to exercise all or any of the powers of the National Executive Committee but exercise of such powers shall be subject to ratification by the National Executive Committee.

(3) The Chairperson of the National Executive Committee shall preside over the meetings of the National Executive Committee.

Provided that in the case of his inability to preside over any meeting of the National Executive Committee, he shall nominate one of members of the National Executive Committee to preside over the meeting.

(4) The Chairperson of the National Executive Committee may nominate one or more officers :—

(a) to assist him in the performance of his functions as the Chairperson of the National Executive Committee;

(b) to maintain proper records relating to the meetings of the National Executive Committee;

(c) to take follow up action to ensure that the decisions taken in the meetings of the National Executive Committee are implemented in time; and

(d) to perform such other functions as the Chairperson may desire them to perform.

(5) The Chairperson of the National Executive Committee shall decide the day, time and place of a meeting of the National Executive Committee.

(6) The National Executive Committee shall meet as often as necessary but at least once in three months.

(7) The National Executive Committee shall give notice of its meeting and circulate its agenda at least three days in advance, unless there is an emergency situation on occurrence of a major disaster or a situation of such a threatening disaster, when the National Executive Committee shall meet at the earliest to ensure a smooth and efficient response.

(8) The National Authority may, invite any member of the National Executive Committee whenever required, to assist it in discharge of its functions.

(9) The National Executive Committee shall invite, the Secretary or Additional Secretary, as the case may be, of the National Authority, as a special invitee to attend its every meeting.

(10) The National Executive Committee shall forward the minutes of every meeting to the National Authority.

**4. Allowances to be paid to a person associated as an expert with a sub-committee of the National Executive Committee.**— A member of the sub-committee constituted under Sub-section (1) of Section 9, shall be paid travelling and daily allowances as are admissible to non-officials attending the meetings of committees set up by the Central Government, as specified in Appendix 2 to Supplementary Rule 190.

[F. No. 30/9/2005-NDM-III(A)]

NAVEEN VERMA, Jt. Secy.

## NOTIFICATION

New Delhi, the 27th September, 2006

**G.S.R. 598(E).**—In exercise of the powers conferred by clauses (a) and (d) of Sub-section (2) read with Sub-section (1) of Section 75 of the Disaster Management Act, 2005 (53 of 2005), the Central Government hereby makes the following rules, namely :

**1. Short title and commencement.**—(1) These rules may be called the Disaster Management (Term of Office and Conditions of Service of Members of the National Authority and Payment of Allowances to Members of Advisory Committee) Rules, 2006.

(2) They shall come into force on the date of their publication in the Official Gazette.

**2. Definitions.**—(1) In these rules, unless the context otherwise requires; —

- (a) “Act” means the Disaster Management Act, 2005 (53 of 2005);
- (b) “advisory committee” means the advisory committee constituted by the National Authority under Sub-section (1) of Section 7;
- (c) “member” means a member of the National Authority nominated by the Chairperson of the National Authority under clause (b) of Sub-section (2) of Section 3;
- (d) “section” means a section of the Act;
- (e) “Vice-Chairperson” means the Vice-Chairperson designated by the Chairperson of the National Authority under sub-section (3) of Section 3.

(2) Words and expressions used herein and not defined in these rules but defined in the Act shall have the meanings respectively assigned to them in the Act.

**3. Pay and service conditions.**—(1) A person nominated as a member of the National Authority shall exercise his option to choose either,—

- (a) Pay (less pension in the case of a retired officer), dearness allowance, accommodation, medical facilities, travelling allowance, leave travel concession as admissible to a Secretary to the Government of India and leave as admissible to a Government servant under the Central Civil Services (Leave) Rules, 1972; or
- (b) pay, daily allowance as admissible to a Union Minister of State and pension (without dearness relief in the case of retired officer), accommodation, medical facilities, travelling allowance as admissible to a Union Minister of State in accordance with the provision of the Ministers (Allowances, Medical Treatment and Other Privileges) Rules, 1957, made under the Salaries and Allowances of Ministers Act,



1952 (58 of 1952) and leave as admissible to a temporary Government servant under the Central Civil Services (Leave) Rules, 1972, but without the facility of leave travel concession :

Provided that the option once exercised shall be final.

- (2) A member of the National Authority, who is designated as the Vice-Chairperson of the National Authority under Sub-section (3) of Section 3, shall be entitled to pay and daily allowance, as admissible to a Union Minister, who is a member of the Cabinet, and pension (without dearness relief) and in the case of member who is a retired officer, accommodation, medical facilities and travelling allowance as admissible to a Union Cabinet Minister in accordance with the provisions of the Ministers (Allowances, Medical Treatment and Other Privileges) Rules, 1957, made under the Salaries and Allowances of Ministers Act, 1952 (58 of 1952).

**4. Disqualifications.**— No person shall be a member of the National Authority, who —

- (a) is, or at any time has been, adjudged insolvent; or
- (b) is declared to be of unsound mind by a competent court; or
- (c) becomes incapable of acting as a member; or
- (d) is, or has been convicted of an offence which, in the opinion of the Central Government, involves moral turpitude.
- (e) is, or has been removed or dismissed from the service of the Government or a body corporate owned or controlled by the Government.

**5. Resignation.**— Any member of the National Authority may resign from the office of member of the National Authority by giving a notice in writing under his hand to that effect to the Chairperson of the National Authority and such resignation shall take effect from the date on which such notice is accepted by the Chairperson of the National Authority.

**6. Vacancies.**— Where a vacancy occurs in the office of a member of the National Authority by reason of resignation, disqualification, death or otherwise, the vacancy may be filled by fresh nomination.

**7. Allowances to be paid to a member of the Advisory Committee constituted by the National Authority.**— A member of the Advisory Committee constituted under Sub-section (1) of Section 7 shall be paid such travelling allowances, room rent, daily allowances and conveyance allowance as are admissible to a member of the High Power Committee as specified in Appendix-2 to Supplementary Rule 190.



# MINISTRY OF HOME AFFAIRS

## NOTIFICATION

New Delhi, the 30th October, 2006

**G.S.R. 680(E).**—In exercise of the powers conferred by clause (e) of sub-section (2) read with sub-section (1) of section 75 of the Disaster Management Act, 2005 ( 53 of 2005), the Central Government hereby makes the following rules, namely:-

1. **Short title and commencement.**- (1) These rules may be called the Disaster Management (National Institute of Disaster Management) Rules, 2006.

(2) They shall come into force on the date of their publication in the Official Gazette.

2. **Definitions.**- (1) In these rules, unless the context otherwise requires, -

(a) "Act" means the Disaster Management Act, 2005 (53 of 2005);

(b) "chairperson" means the chairperson of the governing body;

(c) "executive director" means the executive director of the institute appointed by the Central Government;

(d) "governing body" means the governing body of the institute;

(e) "institute" means the National Institute of Disaster Management;

(f) "president" means the president of the institute;

(g) "secretary" means the secretary of the institute and the governing body;

(h) "section" means a section of the Act;

(i) "vice-chairperson" means the vice-chairperson of the governing body of the institute;

(j) "vice-president" means the vice-president of the institute;

(2) Words and expressions used herein and not defined but defined in the Act shall have the meanings respectively assigned to them in the Act.

3. **Composition of the institute.**- (1) The institute shall consist of the following members, namely: -

(i) the Minister in charge of the Ministry or Department of the Central Government having administrative control of disaster management, who shall be the President, *ex officio*;

(ii) the Vice-Chairperson of the National Authority who shall be the vice-president, *ex officio*;

(iii) one member of the National Authority;



- (iv) Chairperson of the National Executive Committee, that is, the Secretary to the Government of India in charge of the Ministry or Department of the Central Government having administrative control of disaster management, *ex officio*;
- (v) the Secretary to the Government of India in charge of the Ministry or Department of the Central Government having administrative control of expenditure, *ex officio*;
- (vi) the Secretary to the Government of India in charge of the Ministry or Department of the Central Government having administrative control of agriculture, *ex officio*;
- (vii) the Secretary to the Government of India in charge of the Ministry or Department of the Central Government having administrative control of External Affairs, *ex officio*;
- (viii) the Secretary to the Government of India in charge of the Ministry or Department of the Central Government having administrative control of health, *ex officio*;
- (ix) the Secretary to the Government of India in charge of the Ministry or Department of the Central Government having administrative control of science and technology, *ex officio*;
- (x) the Secretary to the Government of India in charge of the Ministry or Department of the Central Government having administrative control of atomic energy, *ex officio*;
- (xi) the Secretary to the Government of India in charge of the Ministry or Department of the Central Government having administrative control of space, *ex officio*;
- (xii) the Secretary to the Government of India in charge of the Ministry or Department of the Central Government having administrative control of ocean development, *ex officio*;
- (xiii) the Secretary or Special Secretary or Additional Secretary or Joint Secretary, as the case may be, to the Government of India dealing with disaster management in the Ministry or Department of the Central Government having administrative control of disaster management, *ex officio*;
- (xiv) the Additional Secretary and Financial Advisor or Joint Secretary and Financial Advisor, as the case may be, to the Government of India dealing with finance of the Ministry or Department of the Central Government having administrative control of disaster management, *ex officio*;
- (xv) The Secretary or Additional Secretary, as the case may be, of the National Disaster Management Authority, *ex officio*;
- (xvi) the Director-General of the National Disaster Response Force, *ex officio*;
- (xvii) the Deputy Chief of Integrated Defence Staff, Doctrine Organisation & Training (DOT), Head Quarters Integrated Defence Staff, Ministry of Defence *ex officio*;
- (xviii) two Secretaries of State Governments in charge of disaster management;
- (xix) one vice-chancellor from the universities;
- (xx) the Director, Lal Bahadur Shastri National Academy of Administration, Mussorie;



- (xxi) the Director, Sardar Vallabhai Bhai Patel National Police Academy, Hyderabad;
- (xxii) the Director General, India Meteorological Department, *ex officio*;
- (xxiii) two Directors, one each, from any Indian Institute of Management and any Indian Institute of Technology;
- (xxiv) the Chairman of the Central Water Commission, *ex officio*;
- (xxv) the Director of Indian Institute of Public Administration, *ex officio*;
- (xxvi) the Director General of Indian Council of Agriculture Research, *ex officio*;
- (xxvii) one Director General from the Administrative Training Institutes or State Institutes of Rural Development;
- (xxviii) the Director General of Indian Council of Medical Research, *ex officio*;
- (xxix) two eminent persons in the field of disaster management, public administration, information technology, medicine etc. ;
- (xxx) two experts, one each from banking and insurance sector;
- (xxxi) two presidents or heads, by whatever name called, from the industry associations or federations of all-India-level which in the opinion of the Central Government are capable of representing the industry, trade or commerce;
- (xxxii) two presidents or heads, by whatever name called, from non-governmental organisations which in the opinion of the Central Government are active and effective in the disaster management activities, or are capable of representing such activities;
- (xxxiii) one head from science and technology institutions;
- (xxxiv) one head from medical or health institutions;
- (xxxv) one professor of the National Institute of Disaster Management;
- (xxxvi) the Executive Director of the Institute, *ex officio*.

(2) The Central Government shall nominate the members of the institute, other than the *ex officio* members in such manner as it may consider appropriate.

(3) The Vice-Chairperson of the National Authority shall nominate the member of the National Authority for the institute.

(4) Save as otherwise provided in this sub-rule, the term of office of -

- (a) an *ex officio* member of the institute shall continue so long as he holds the office by virtue of which he is such a member; and
- (b) a nominated member of the institute shall be two years from the date of his nomination;



Provided that a member other than an *ex officio* member of the institute may resign from the office of such member, by writing under his hand addressed to the Central Government, but he shall continue in office until his resignation is accepted by that Government.

4. **Filling up of vacancies.**—All vacancies by reason of resignation, death or otherwise among members (other than *ex officio* members) of the Institute shall be filled as soon as may be after the occurrence of the vacancy by a fresh nomination.

5. **Meetings of the institute.**—The institute shall hold its first meeting at such time and place as may be appointed by the Central Government and observe such rules of procedure in regard to the transaction of business at the first meeting as may be laid down by that Government and thereafter the institute shall meet at such times and places and observe such rules of procedure in regard to the transaction of business at its meetings as may be determined by regulations.

6. **Governing body of the institute.**—(1) The Governing body of the institute shall consist of the following members, namely:—

- (i) The Vice-Chairperson of the National Authority who shall be the chairperson, *ex officio*;
- (ii) the Secretary to the Government of India in charge of the Ministry or Department of the Central Government having administrative control of disaster management, who shall be the vice-chairperson, *ex officio*;
- (iii) the Secretary or Special Secretary or Additional Secretary or Joint Secretary, as the case may be, to the Government of India dealing with disaster management in the Ministry or Department of the Central Government having administrative control of disaster management, *ex officio*;
- (iv) the Secretary to the Government of India in charge of the Ministry or Department of the Central Government having administrative control of expenditure, *ex officio*;
- (v) the Secretary or Additional Secretary, as the case may be, of the National Authority, *ex officio*;



- (vi) the Additional Secretary and Financial Advisor or Joint Secretary and Financial Advisor, as the case may be, to the Government of India dealing with finance of the Ministry or Department of the Central Government having administrative control of disaster management, *ex officio*;
  - (vii) one member from amongst the members of the institute representing the State Governments;
  - (viii) one member of the institute representing the university;
  - (ix) two members of the institute representing the Indian Institute of Technology and the Indian Institute of Management;
  - (x) one member of the institute representing a science and technology institution;
  - (xi) two members from amongst the members of the institute representing the Department of Space, the Department of Atomic Energy, the Department of Science and Technology, the Central Water Commission and the Indian Council of Agriculture Research; and
  - (xii) the executive director of the institute, *ex officio*.
- (2) The governing body shall be the executive committee of the institute and shall exercise such powers and perform such functions as the institute may, by regulations made in this behalf, confer or impose upon it.
- (3) The procedure to be followed in the exercise of its powers and performance of its functions by the governing body, and the term of office of, and the manner of filling up vacancies, among the members of the governing body, shall be such as may be made by regulations.

7. **Executive Director of the institute.**— (1) There shall be an Executive Director of the institute who shall be appointed by the Central Government.

(2) The Executive Director of the institute shall act as the Secretary to the institute as well as the governing body of the institute.

8. **Powers and functions of the Executive Director .-** The Executive Director of the institute shall exercise such powers and perform such functions as may be made by regulations.

[F. No. 30/8/2006-NDM-III(A)]  
PRABHANSHU KAMAL, Jt. Secy.



## NOTIFICATION

New Delhi, the 30th October, 2006

**G.S.R. 681(E).**—In exercise of the powers conferred by sub-section (7) of section 42 read with section 76 of the Disaster Management Act, 2005 (53 of 2005), the Central Government hereby makes the following regulations, namely:-

**1. Short title and commencement.**- (1) These regulations may be called the National Institute of Disaster Management Regulations, 2006.

(2) They shall come into force on the date of their publication in the Official Gazette.

**2. Definitions.**- In these regulations, unless the context otherwise requires,-

(a) "Act" means the Disaster Management Act, 2005 (53 of 2005);

(b) "chairperson" means the chairperson of the governing body;

(c) "Executive Director" means the Executive Director of the institute appointed by the Central Government;

(d) "governing body" means the governing body of the institute;

(e) "institute" means the National Institute of Disaster Management;

(f) "President" means the President of the institute;

(g) "Secretary" means the Secretary of the institute, or as the case may be, the governing body.

**3. Composition of the institute and the governing body.**- The institute and the governing body shall consist of such members as are provided under sub-rule (1) of rule

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(3) and sub-rule (1) of rule 6 respectively of the Disaster Management (National Institute of Disaster Management) Rules, 2006.

**4. Meetings of the institute.-** (1) The President, or in his absence, the Vice-President, shall preside over the meetings of the institute.

(2) The institute shall meet at such times and places as may be considered necessary by the President for the transaction of the business of the institute:

Provided that the institute shall meet at least once in every year.

(3) (a) The Secretary shall give a notice specifying the place, date and time of an ordinary meeting of the institute at least twenty-one days prior to the date of such meeting.

(b) The agenda shall also be sent along with the notice of the meeting and where it is not possible, the agenda shall be sent at least seven days before the meeting.

(4) The President may call an extraordinary meeting of the institute at any time for the transaction of urgent business of the institute.

(5) The Secretary shall give a notice to all the members specifying the place, date and time of the meeting for an extraordinary meeting at least seven days before the date of the meeting alongwith the agenda.

(6) (a) The institute shall call an extraordinary meeting within thirty days of a written request of not less than twelve members of the institute.

(b) The members of the institute shall indicate the purpose of the request for the meeting referred to in clause (a).

(7) The quorum for a meeting of the Institute shall be ten.



(8) The President may include in the agenda at any time before or during a meeting of the Institute -

(i) any fresh item or items of business; or

(ii) any item supplementary to those included in the agenda,

and such item shall be taken up for consideration.

(9) A notice may be served upon any member of the Institute either personally, by email, fax, telegram or by post by under certificate of posting in an envelope addressed to such member and such notice shall be presumed to have been properly delivered.

(10) No subject disposed of by the institute at a meeting shall be brought up again for consideration until after the expiry of one year except in a case where the President or the Central Government certifies that the subject requires further consideration in the interest of the institute.

(11) A decision given by the President of the meeting on a point of order raised by a member of the institute shall be final.

(12) All matters submitted to a meeting of the institute shall be decided by a majority of the members of the institute present and voting thereat, and in case of an equality of votes, the President or the person presiding shall have a casting vote, in addition to the vote to which he may be entitled as a member of the institute.

**5. Transaction of business by circulation of papers.-** (1) Any business of the institute which may be necessary for the institute to transact may, if the President so directs, be dealt with by circulation of agenda papers alongwith a draft resolution incorporating the decision required among all the members of the institute at their usual address and any draft resolution so circulated and approved by the majority of the members of the institute



signing shall be as effectual and binding as if the resolution had been passed at a meeting of the institute provided that at least twelve members of the institute have recorded their views on the resolution.

(2) A member shall give reply within twenty-one days from the date of issue of the notice of such business and if no reply is received from a member of the institute within the said period, he shall be deemed to have supported the draft resolution.

(3) If a draft resolution is circulated, the result of the circulation shall be communicated to all members of the institute and the resolution shall also be placed before the next meeting of the institute for confirmation.

**6. Recording of business.-** (1) A record shall be maintained of all business transacted by the institute.

(2) All decisions of the institute shall, as far as possible, be recorded in the form of resolutions and an entry of such decision in the book of proceedings of the institute shall be conclusive evidence of the fact that such decisions were taken by the institute.

(3) The proceedings of every meeting of the institute shall be circulated among its members within thirty days of the meeting and if any comments are received within a stipulated time they shall be incorporated suitably subject to the approval of the President and re-issued as final proceedings.

**7. Delegation of functions to governing body or Executive Director.-** The institute may, by general or special order in writing, delegate to the governing body or the Executive Director, subject to such conditions and limitations, if any, as may be specified.



in the order, such of its functions which it considers conducive or incidental to the attainment of the objects specified under sub-section (9) of section 42.

**8. Term of office.**-(1) The term of office of a member of the governing body shall continue as long as he is a member of the institute.

(2) The term of office of a nominated member of the governing body under clauses (vii), (viii), (ix) or (x) of sub-rule (1) of rule 6 of the Disaster Management (National Institute of Disaster Management) Rules, 2006 shall cease as soon as he ceases to be member of the institute or till he is replaced by the Central Government, whichever is earlier.

**9. Powers and functions of the governing body.**-(1) The governing body shall be responsible for carrying out the decisions of the institute.

(2) In particular and without prejudice to the generality of the foregoing functions, the governing body may perform all or any of the following functions, namely:-

(a) ensure compliance of broad policies and guidelines laid down for the institute by the National Authority;

(b) consider and recommend such proposals as are required to be submitted to the institute for its approval;

(c) consider and approve such programmes and activities as may be taken up as interim till these are approved by the institute;

(d) consider and approve such changes in the approved annual activities of the institute as may be considered necessary, subject to ex-post-facto approval of such changes by the institute;



- (e) consider and approve such new activities not included in the approved annual activities of the institute as may be required to be taken up, subject to ex-post-facto approval by the institute;
- (f) appoint such Committees and Sub-Committees as considered appropriate for the discharge of its functions.
- (g) perform all such acts and do all such things as may be necessary for the proper management of the properties of the institute; and
- (h) perform all such functions as may be delegated by the institute.

**10. Time and place of meeting of the governing body.**— The governing body shall hold its meetings at such place and times as the Chairperson of the governing body may, from time to time, determine:

Provided that the Chairperson of the governing body shall convene a meeting if a requisition for that purpose is presented to him in writing by not less than four members of the governing body specifying the subject-matter proposed to be discussed in the meeting:

Provided further that the governing body shall meet at least once in three months.

**11. Notice for meeting of governing body.**— (1) Not less than fourteen days notice for every meeting of the governing body shall be given to each member of the governing body.

(2) A notice may be served upon any member of the governing body either personally, by email, fax, telegram or by post by under certificate of posting in an envelope addressed to such member and such notice shall be presumed to have been properly delivered.

(3) Notwithstanding anything contained in sub-regulation (1), a meeting of the governing body at which any matter which is considered urgent by the Chairperson has to be taken up, may be called at a shorter notice.



**12. Quorum.**- (1) No business shall be transacted at a meeting of the governing body unless at least five members of the governing body are present.

(2) If within half an hour of the time appointed for holding the meeting of the governing body, quorum is not present, the meeting shall stand adjourned to another day and notice of such adjourned meeting shall be given to each member of the governing body by e-mail, fax, telegram, post or special messenger, as the case may require:

Provided that a meeting so adjourned shall be held within twenty-one days of the date on which it was originally proposed to be held.

(3) If at any such adjourned meeting also, the quorum is not present within half an hour from the time appointed for holding the meeting, the members of the governing body present at the meeting shall form the quorum.

**13. Presiding over the meetings of governing body.**—(1) The Chairperson of the governing body shall preside over every meeting of the governing body.

(2) If the chairperson of the governing body is not present at any particular meeting, the vice-chairperson shall preside over the meeting of the governing body.

(3) If the Chairperson and the Vice-chairperson of the governing body are not present at any particular meeting, the members of the governing body present shall choose one from among themselves to chair that meeting.

**14. Transaction of business by circulation of papers.**- (1) Any business which may be necessary for the governing body to transact, may, if the Chairperson or in his absence, the Vice-chairperson so directs, be dealt with by circulation of the papers to all the members of the governing body at their usual addresses, and any resolution so circulated shall be as effectual and binding as if the resolution has been passed at a meeting of the governing body, provided at least five members of the governing body have accorded their approval to the resolution.



(2) If a resolution is circulated, the results of circulation shall be communicated to all the members of the governing body and shall also be placed before the governing body at its subsequent meeting for confirmation.

**15. Voting.-** All matters submitted to a meeting of the governing body shall be decided by a majority of the members of the governing body present and voting thereat, and in case of an equality of votes, the chairperson of the governing body or the person presiding shall have a casting vote, in addition to the vote to which he may be entitled to as a member of the governing body.

**16. Recording of business.-** (1) A record shall be maintained of all business transacted by the governing body.

(2) All decisions of the governing body shall, as far as possible, be recorded in the form of resolutions and an entry of such decisions in the book of proceedings of the governing body shall be conclusive evidence of the fact that such decisions were taken by the governing body.

(3) The proceedings of every meeting shall be circulated to the members of the governing body within twenty-one days of the meeting of the governing body.

**17. Allowances to the members of the institute and the governing body -** (1) The members of the institute and the governing body may be paid traveling allowances, daily allowances, conveyance allowances and room rent as admissible under the Supplementary Rules.

**18. Powers and functions of Executive Director.-** (1) The Executive Director shall be responsible for implementation of the decisions of the institute, its governing body and the broad policies and guidelines of the National Disaster Management Authority and perform such other functions as may be assigned by the Central Government.



- (2) The Executive Director shall be in charge of the administration of the institute and shall allocate duties to officers and employees provided to the institute and exercise such supervision and executive control as are necessary.
- (3) The Executive Director shall exercise the powers of the Head of the Department as specified in the Fundamental Rules, Supplementary Rules and the Delegation of Financial Power Rules.
- (4) The Executive Director shall -
- (a) discharge the functions of disciplinary authority in respect of the officers and employees of the institute below the rank of Associate Professor and equivalent posts.
  - (b) decide the venue of the trainings and workshops and invite resource persons for various programmes subject to such guidelines as may be laid down by the institute or its governing body;
  - (c) engage consultants for performance of specific jobs subject to such guidelines as may be laid down by the institute or its governing body;
  - (d) make such short term changes in the training programmes, workshops and other activities of the institute as may be necessary due to exigencies of situation;
  - (e) approve publication of documents, reports etc;
  - (f) permit air travel to non-entitled officers for reasons to be recorded in writing;
  - (g) correspond with the Central Government and State Governments on any matter pertaining to the institute;
  - (h) discharge such other functions as may be delegated to him by the institute or its governing body.

- (c) annual targets and achievements, in physical and financial terms, during the year to which the annual report pertains;
- (d) the activities of the National Authority during the previous financial year; and
- (e) any other information as the National Authority deems fit.

[F. No. 30/8/2006-NDM-III(A)]

PRABHANSHU KAMAL, Jt. Secy.



**NOTIFICATION**

New Delhi, the 30th October, 2006

**G.S.R. 682(E).**—In exercise of the powers conferred by clause (h) of sub-section (2) read with sub-section (1) of section 75 of the Disaster Management Act, 2005

( 53 of 2005), the Central Government hereby makes the following rules, namely:-

1. **Short title and commencement.**- (1) These rules may be called the Disaster Management (Annual Report of National Authority) Rules, 2006.

(2) They shall come into force on the date of their publication in the Official Gazette.

2. **Definitions.**- (1) In these rules, unless the context otherwise requires,-

(a) "Act" means the Disaster Management Act, 2005 (53 of 2005);

(b) "annual report" means the annual report of the National Authority under sub-section (1) of section 70;

(c) "financial year" means the financial year commencing from 1<sup>st</sup> April each year and ending on 31<sup>st</sup> March of the following year;

(d) "section" means a section of the Act.

3. **Annual report.**- (1) The National Authority shall prepare its annual report and forward it to the Central Government within nine months of the end of the financial year for being laid before each House of Parliament.

(2) The annual report shall contain a full account of the activities of the National Authority during the previous year and the National Authority shall forward copies of the annual report to the Central Government and that Government shall cause the same to be laid before each House of Parliament.

(3) The annual report shall include -

(a) a statement of aims and objectives and vision of the National Authority

(b) the role and functions of the National Authority;