

**Proceedings of the District Collector and Chairman, District Disaster
Management Authority, Kollam**
(Present: Dr. S. Karthikeyan I.A.S)

No.DM3-60922/18

Dated 07 -06-2019

Sub: - Disaster Management-Kollam district-Formation of Incident Response
System (IRS) at District level & Taluk level-Orders issued-reg

- Read:- 1) Guidelines issued by the National Disaster Management Authority on Incident
Response System vide ISBN: 978-93-80440-03-3 dated 10.07.2010
2) G.O. (Rt)No.280/2019/DMD dated 09/05 2019
3) Kerala State Emergency Operations Centre – Monsoon preparedness. Disaster
Response Guidelines 2019
4) Minutes of DDMA meeting held on 28 05 2019

The National Disaster Management Authority (NDMA) vide paper read as 1st above had issued detailed guidelines on the implementation of Incident Response System (IRS) in India with the vision to minimize loss of life and property by strengthening and standardising the disaster response mechanism in the country. 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 at all the possible response requirements. The IRS identifies and designates officers to perform various duties in their respective roles. The IRS organisation functions through Incident Response Teams (IRTs) in the field. In line with the administrative structure and DM Act 2005, Responsible Officers (ROs) have already been designated at the State and District level as overall in charge of the incident response management.

As per the paper read as 2nd above, Government of Kerala ordered that all District Disaster Management Authorities in the state shall notify the Incident Response System (IRS) in the districts and taluks with the approval of the DDMA.

Accordingly a special meeting of the District Disaster Management Authority was convened on 28.05.2019 and the meeting has decided to implement the

Incident Response system in Kollam district and at all the 6 taluks in Kollam with the following officers at the pre designated positions in IRS.

Incident Response System – Kollam District

Sl No	Position in IRS	Designated Officers
1	Responsible Officer (RO)	Chairperson, DDMA & District Collector, Kollam
2	Incident Commander (IC)	Chief Executive Officer, DDMA & Additional District Magistrate, Kollam
3	Deputy Incident Commander	Deputy Collector (RR), Kollam
4	Operations Section Chief (OSC)	Additional Superintendent of Police, (Administration) Kollam
5	Logistics Section Chief (LSC)	Regional Transport Officer, Kollam
6	Planning Section Chief (PSC)	District Fire Officer, Kollam
7	Safety Officer (SO)	District Medical Officer(H), Kollam
8	Media Officer (MO)	District Information Officer, Kollam
9	Liaison Officer (LO)	Junior Superintendent (DM), Collectorate, Kollam
10	Information Officer (IO)	Hazard Analyst, DEOC, Kollam

Taluk Level – Kollam taluk

Sl No	Position in IRS	Designated Officers by DEOC
1	Responsible Officer (RO)	Sub Collector, Kollam
2	Incident Commander (IC)	Tahsildar, Kollam
3	Deputy Incident Commander	Additional Tahsildar, Kollam
4	Operations Section Chief (OSC)	Circle Inspector of Police, Kollam East
5	Logistics Section Chief (LSC)	Motor Vehicles Inspector, Kollam
6	Planning Section Chief (PSC)	Station Officer, Chamakkada Fire Station
7	Safety Officer (SO)	Superintendent, District Hospital, Kollam
8	Information and Media Officer	Deputy Tahsildar (HQ), Kollam
9	Liaison Officer (LO)	Deputy Tahsildar (DM), Kollam

Taluk Level – Karunagappally taluk

Sl No	Position in IRS	Designated Officers by DEOC, Kollam
1	Responsible Officer (RO)	Deputy Collector (RR)Kollam
2	Incident Commander (IC)	Tahsildar, Karunagappally
3	Deputy Incident Commander	Additional Tahsildar, Karunagappally
4	Operations Section Chief (OSC)	Circle Inspector of Police, Karunagappally
5	Logistics Section Chief (LSC)	Joint RTO, Karunagappally
6	Planning Section Chief (PSC)	Station Officer, Karunagappally Fire Station
7	Safety Officer (SO)	Superintendent, Taluk Hospital Karunagappally
8	Information and Media Officer	Deputy Tahsildar (HQ),Karunagappally
9	Liaison Officer (LO)	Deputy Tahsildar (DM),Karunagappally

Taluk Level – Punalur taluk

Sl No	Position in IRS	Designated Officers by SEOC
1	Responsible Officer (RO)	RDO Punalur
2	Incident Commander (IC)	Tahsildar, Punalur
3	Deputy Incident Commander	Additional Tahsildar, Punalur
4	Operations Section Chief (OSC)	Circle Inspector of Police , Punalur
5	Logistics Section Chief (LSC)	Joint RTO, Punalur
6	Planning Section Chief (PSC)	Station Officer, Punalur Fire Station
7	Safety Officer (SO)	Superintendent ,Taluk Hospital, Punalur
8	Information and Media Officer	Deputy Tahsildar (HQ) Punalur
9	Liaison Officer (LO)	Deputy Tahsildar (DM) Punalur

Taluk Level – Kottarakkara taluk

Sl No	Position in IRS	Designated Officers by SEOC
1	Responsible Officer (RO)	Deputy Collector (Election), Kollam
2	Incident Commander (IC)	Tahsildar, Kottarakkara
3	Deputy Incident Commander	Additional Tahsildar, Kottarakkara
4	Operations Section Chief (OSC)	Circle Inspector of Police, Kottarakkara
5	Logistics Section Chief (LSC)	Joint RTO, Kottarakkara
6	Planning Section Chief (PSC)	Station Officer, Kottarakkara Fire Station
7	Safety Officer (SO)	Superintendent, Taluk Hospital, Kottarakkara
8	Information and Media Officer	Deputy Tahsildar (HQ) Kottarakkara
9	Liaison Officer (LO)	Deputy Tahsildar (DM) Kottarakkara

Taluk Level – Pathanapuram taluk

Sl No	Position in IRS	Designated Officers by SEOC
1	Responsible Officer (RO)	Deputy Collector (LA) Kollam
2	Incident Commander (IC)	Tahsildar, Pathanapuram
3	Deputy Incident Commander	Additional Tahsildar, Pathanapuram
4	Operations Section Chief (OSC)	Circle Inspector of Police, Pathanapuram
5	Logistics Section Chief (LSC)	Joint RTO, Pathanapuram
6	Planning Section Chief (PSC)	Station Officer, Pathanapuram Fire Station
7	Safety Officer (SO)	Superintendent, Taluk Hospital, Pathanapuram
8	Information and Media Officer	Deputy Tahsildar (HQ) Pathanapuram
9	Liaison Officer (LO)	Deputy Tahsildar (DM) Pathanapuram

Taluk Level – Kunnathur taluk

Sl No	Position in IRS	Designated Officers by SEOC
1	Responsible Officer (RO)	Deputy Collector (L.R), Kollam
2	Incident Commander (IC)	Tahsildar, Kunnathur
3	Deputy Incident Commander	Additional Tahsildar, Kunnathur
4	Operations Section Chief (OSC)	Circle Inspector of Police, Sasthamkotta
5	Logistics Section Chief (LSC)	Joint RTO, Kunnathur
6	Planning Section Chief (PSC)	Station Officer, Sasthamkotta Fire Station
7	Safety Officer (SO)	Superintendent, Taluk Hospital, Sasthamkotta
8	Information and Media Officer	Deputy Tahsildar (HQ), Sasthamkotta
9	Liaison Officer (LO)	Deputy Tahsildar (DM), Sasthamkotta

Sd. -
Chairman, DDMA &
District Collector, Kollam

To

All the Individual Officers Concerned

Copy to The Co-Chairperson & President, District Panchayath, Kollam

-- All DDMA Members

-- DM3/Stock file/Spare

// Forwarded By Order//

Junior Superintendent (DM)

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