

## **Minutes of the 52<sup>nd</sup> State Executive Committee (SEC) Meeting held on February 3, 2025 in the Conference Hall of Chief Secretary, Assam, Lok Sewa Bhawan, Janata Bhawan, Dispur.**

List of members present is enclosed as **Annexure I**

At the outset of the meeting, the Chairperson of the State Executive Committee (SEC) welcomed the members present. After deliberation on the agenda the following resolutions were made.

### **52.1: Confirmation of minutes of the 51<sup>st</sup> Meeting of SEC**

**Resolution:** The State Executive Committee confirmed the minutes of its 51<sup>st</sup> meeting held on October 1, 2024.

### **51.2: Action Taken Report on the decisions of 51<sup>st</sup> SEC meeting**

**Resolution:** The State Executive Committee took note of the Action Taken Report placed before the committee and gave the following directions:

1. Assam Public Works Roads Department (APWRD), Water Resources Department and Irrigation Department to apprise the Chairperson SEC regarding progress of SEC approved projects under SDRF which are yet to be completed in e-file within two days.
2. The issues related to date of initiation and completion of three SDRF proposals amounting to Rs. 553.35 lakhs executed by WRD in Majuli to be apprised in file by ASDMA after taking the exact details from the Water Resources Department.
3. Module one of the proposal of IIT Guwahati for Capacity Building amounting to Rs 6,33,50,000/- to be implemented for training program using existing facilities within the campus of IITG covering the cost of food & lodging in IITG, local transportation within IITG, course material, use of computational facility, laboratory, and field visit etc. for the participants.

Meanwhile, ASDMA may explore funds under NDMF for implementation of Module two of the proposal i.e. Construction of ICDRR amounting to Rs 15,83,44,095/-.

### **52. 3: DPR for wetland projects “Restoration and Rejuvenation of wetlands of Assam to enhance water retention capacity and mitigate risk of flooding and erosion”**

**Resolution:** The State Executive Committee approved the DPR for Restoration and Rejuvenation of 16 wetlands of Assam amounting to Rs. 634.83 to enhance water retention capacity and mitigate risk of flooding

and erosion for submission to the Government of India by the Water Resources Department for funding under National Mitigation Fund.

List of the projects are at **Annexure-II**

SEC also gave the following directions to the Water Resources Department, Assam :

1. As per the Guidelines for project under NDMF/SDMF issued by the NDMA vide No 5-20/2014- Mit/8082 (E-111264) dated 06<sup>th</sup> March 2023, large scale mitigation interventions such as construction of coastal walls, **flood embankments** etc. are not to be taken from the mitigation fund (**clause 2 of MHA, Guidelines No.33-02/2020-NDM-I dated 28<sup>th</sup> February 2022**), as such instead of the embankments "**water retention and sediment control bunds**" may be proposed in the DPR.
2. As per the clause 12 of the same guideline, there is a lower limit of Rs.10 Crore for a mitigation project to be financed from NDMF for structural measures, so a justification and rationale to be incorporated for inclusion of the project viz. "**Flood mitigation by capacity augmentation of Mansiri wetland area for flood regulation amounting to Rs. 5.69 crores**" in the DPR.
3. As per para 12 (i) of the guidelines at least 10 % of the project component should be for non-structural measures. So, necessary non-structural components may be suitably included in the overall DPR keeping overall cost within 714 crores projected earlier in the concept note.

The Chairperson, SEC further directed WRD to incorporate location specific photographs in all future presentations to be made in connection with this project.

#### **52. 4: DPR for Resettlement of People Affected by Erosion under National Disaster Response Fund (NDRF) based on the recommendation of the Fifteen Finance Commission**

**Resolution:** SEC approved the DPR for resettlement of people affected by erosion under National Disaster Response Fund amounting to Rs. 526,29.84 lakhs for submission to the Government of India.

Further, SEC approved the following interventions for cluster housing under the project:

Construction of Houses, Water Supply, IHHL, Individual Solar power supply system for Street light in campus, Community Hall & Organized Solid & liquid Waste Management

#### **52. 5: Approval of proposals to be submitted to GoI for funding under the 15<sup>th</sup> finance Commission for an amount of Rs. 230.81 Crores**

**Resolution:** SEC directed the Water Resources Department to submit the 48 proposals for erosion protection works amounting to Rs.511.83

Cr. to the Government of India for funding under XV FC ensuring uploading of the remaining 14 proposals in CWC's portal within three days for vetting and completion of vetting by CWC within two weeks.

List of the proposals is at **Annexure-III**

**52. 6: Court matter regarding restoration of roads viz. , "Immediate Restoration on Nikaripara Road to give connectivity toward villages Meserbhita , Baniapra, Sonalurtal, Paschim simulbari by providing slab culvert including approaches and protection works at breached location under SDRF for the year 2022-23" for an amount of Rs. 81.63 Lakhs invoking section 50 of DM Act in Goalpara district.**

**Resolution:** SEC directed Public Works Roads Department to arrange payment for the work from other resources available with the department since the work is neither eligible under SDRF norms nor under Section 50 of DM Act 2005.

#### **52.7: Approval of SDRF Proposals of Power Department**

**Resolution:** SEC approved five proposals as placed at **Annexure IV** for Power Department under SDRF amounting to Rs. 25,09,270/- for the year 2022-23 for immediate restoration of LT lines, poles and Transformers damaged due to storm under Charaideo Electrical Sub-Division in Charaideo District.

#### **52.8 : SDRF proposals of PWD Roads Department for the year 2022-23 of Dhemaji District**

**Resolution:** SEC observed that the 79 proposals amounting to Rs. 381.99 lakh submitted by Public Works Roads Department for Dhemaji District for the year 2022-23 are not eligible under SDRF norms and therefore the Department to take up the works under other available resources with them.

SEC further directed the Revenue & DM Department to take an undertaking from the departments that they have not taken up works under SDRF which are not admissible under norms while releasing fund for projects already approved and executed in previous years.

#### **52.9 : Approval of estimate for the waterproofing work for the roof top of ASDMA Office building**

**Resolution:** SEC accorded approval for an amount of Rs. 13,67,673/- from "Office Expenditure" under Non-Salary Component of ASDMA (2245-80-800-4259-000-32-99) for making payment to Public Works Building, Department for waterproofing work for the roof top of ASDMA Office building

**52.10. Ex-post facto approval of fund released to BSNL for payment of the demand note for 2024-25 towards operational cost of 4 digit toll free numbers 1070 and 1079 for SEOC, 1077 for all DDMA's.**

**Resolution:** SEC accorded ex-post facto approval for an amount of Rs. 96,10,392/-including GST paid to BSNL for the year 2024-25 vide sanction order No. 67824/428 dated 27-05-2024 as annual operational cost for the Disaster Management toll free services 1070 and 1079 at SEOC and 1077 in 33 DDMAAs.

**52.11. Honorarium Policy for Expert Committee Members invited by ASDMA for Recruitment/Bid Evaluation/conduct of training etc.**

**Resolution:** SEC approved the Honorarium Policy for Expert Committee Members invited by ASDMA for Recruitment/Bid Evaluation/conduct of training etc. as placed at **Annexure-V**

**52.12: Other issues discussed with permission from the Chair.**

The Director General of Police, Assam requested ASDMA to expedite the procurement and handing over of Hard Boats (Fibre Reinforced Polymer Boats), Inflatable Rubber Boats to the Fire & Emergency Services, Assam.

Further, he requested the Revenue & DM Department to facilitate resolving challenges faced related to procurement of Fire Proximity Suits by Fire & Emergency Services, Assam through advice from the Legal Remembrancer, Assam.

The meeting ended with a vote of thanks from the Chair.

**Ravi Kota**  
**Chief Secretary, Assam**  
**&**  
**Chairperson**  
**State Executive Committee of**  
**ASDMA**

Ecf. No. 212830/237

05-02-2025

Copy to:  
All Members

**Ravi Kota**  
**Chief Executive Officer**  
**Assam State Disaster**  
**Management Authority**

**Annexure-I**

<b>Attendance Sheet</b> 52nd State Executive Committee Meeting Conference Hall, J-Block (Kaziranga Hall), Lok Sewa Bhawan, Janata Bhawan. Date: 3rd February, 2025		
Sl. No.	Name	Designation
1	Dr. Ravi Kota, IAS	Chief Secretary, Assam
2	Shri Harmeet Singh, IPS	Director General of Police (DGP)
3	Shri Manish Thakur, IAS	Principal Secretary, Animal Husbandry & Veterinary Dept.
4	Shri Gyanendra Dev Tripathi, IAS	Principal Secretary, Revenue & Disaster Management
5	Shri M. C. Sahu, IAS	Principal Secretary, Water Resource Dept.
6	Dr. Binod Kumar, IPS	Inspector-General of Police, F & ES
7	Shri Anbamuthan M P, IAS	PWD & Department of Housing & Urban Affairs
8	Shri R.S. Bharti, IFS	Deputy Conservator of Forests (Forest Conservation Act)
9	Bhaskar J. Sarmah	Chief Engineer, Water Resources Dept.
10	Gayatri Bhattacharya	Chief Engineer, (PHE) Water
11	S.N. Chowdhury, ACS	Secretary, School Education
12	Dilip Kumar Borah, ACS	Secretary, Finance, Handloom Textiles etc.
13	Anasua Dutta Barua, ACS	Secretary, Food, Public Distribution and Consumer Affairs
14	Smti Meenakshi Das Nath, ACS	Secretary & Additional CEO, ASDMA
15	Pranab Borah	Director, Design, Water Resource Dept.
16	Varshaty Das, ACS	Secretary, Soil Conservation Dept.
17	Paban Terang, ACS	Secretary, Public Works Roads Dept.
18	Dr. Sadnek Singh, ACS	Secretary, Animal Husbandry & Veterinary Dept.
19	Tej Prasad Bhusal, ACS	Secretary, Agriculture Dept.

20	Sanjoy Dutta, ACS	Executive Director, SSA
21	S.M. Zahid Chistie, ACS	Additional Secretary, Power Dept.
22	Dr. N.S. Borkala, APS	Deputy Director, F & ES, Assam
23	Sanjib Kr. Bhattacharya	Deputy Director, Irrigation Department
24	Deepak Singh Raghuvansi	Deputy Director, CWC, M&A, BBO
25	Seema Rabha	Executive Engineer (I/C), GMDA
26	Dr. S. A. Ahmed	Superintendent of Police, Fire & ES, Assam
27	Biraj Das	Superintendent of Police (Communication)
28	Pooravi Nath	Deputy General Manager, APDCL
29	Himangshu Baruah, APS	Division Officer (T), F & ES, Assam
30	Ruth Lienthang, ACS	Joint Secretary, Personnel
31	Smti Indrani Laskar, ACS	Joint Secretary, Health & Family Welfare Dept.
32	Kajal M. Das	Joint Secretary (I/C), PW (B&NH) Dept.
33	Biswajit Kalita	Under Secretary, Public Works Roads Dept.
34	Siddartha S. Sarmah	Under Secretary, Public Works Dept. (National Highway)
35	Indrajit Phukan	Superintendent Engineer, PHE
36	D.J. Borgohain	Consultant, Water Resource Dept.

**Annexure-II**

Sl. No.	Name of Wetland	District	Amount in Cr
1	Flood Management by Capacity Augmentation of Mansiri Wetland Area for Flood Regulation	Sonitpur	5.69
2	Flood Management by capacity Augmentation of Morabharali, Sonitpur District, Assam.	Sonitpur	61.14
3	Augmentation of Storage Capacity of Nanai Beel for flood regulation of Baghjan river, Assam	Jorhat	33.93
4	Augmentation of Storage Capacity of Jelengitup Chinamornigarh Wetland for flood regulation	Jorhat	71.71
5	Flood mitigation by capacity augmentation of Dorikamari Wetland for Flood Regulation of River Bhogdoi	Jorhat	66.27
6	Augmentation of Storage Capacity of Kawoimari Beel for flood regulation	Jorhat	21.50

7	Wetland Storage Reservoir at Ghuramora Wetland of Golaghat District under Golaghat W.R. Division	Golaghat	25.15
8	Wetland Storage Reservoir at Sankar Wetland of Golaghat District	Golaghat	38.71
9	Wetland Storage Reservoir at Mer-Kolaboria Wetlands of Golaghat District	Golaghat	31.35
10	Wetland Storage Reservoir at Borpak Wetland of Golaghat District under Golaghat W.R. Division	Golaghat	25.87
11	Flood Management by capacity augmentation of Fekalai Wetland area for flood regulation	Sivasagar	32.54
12	Flood Management by Capacity Augmentation of Maijan Wetland Upstream of Dibrugarh Town	Dibrugarh	76.78
13	Flood Mitigation of Tuni river in Majuli by capacity augmentation of Wetland Storage Reservoir at Vokoti, Assam	Majuli	17.57
14	Rejuvenation of Wetland area near Gurungbasti at Sadiya on the right bank of River Kundil	Tinsukia	45.02
15	Flood mitigation by capacity augmentation of Morisutitup Beel, Morigaon, Assam	Morigaon	36.00
16	Flood Mitigation of Puthimari River by capacity augmentation of Wetland area at Garjan, Assam	Kamrup, Rural	45.60

**Total            634.83**

### Annexure-III

#### LIST OF SCHEMES PROPOSED UNDER XV Finance Commission Fund for 2024-25

		Name of Department: Water Resources Department.	
Sl. No.	Name of Division	Name of Schemes	Estimated Amount (in Cr)
1	Badarpur	Anti-erosion measures to protect Srigouri High school area from the erosion of river Borak on its left bank along NH-37	₹ 9.91
2	Barpeta	A/E measures to protect B/Dyke at Bahari Parghat and Bahari Satra area from the erosion of river Brahmaputra on It's Right Bank.	₹ 9.80
3	Barpeta	R/S Of B/dyke ch 61240m to ch.69087m including A/E measures to protect 10 No	

		and 11 No sheet of Satrakonara area from the erosion of river Brahmaputra on its R/B	₹ 19.72
4	Barpeta	Protection of Different reaches at Koyakuchi area by bank protection work from the erosion of river Pahumara	₹ 4.73
5	Biswanath	Anti Erosion measures to protect Kalakati Singimari area on R/B of river Brahmaputra	₹ 18.79
6	Bongaigaon	Protection of Gobindapur-Tinkonia area from the erosion of river Brahmaputra on its R/B	₹ 29.00
7	Cachar	Anti Erosion measures to Protect Ramsing Gram Shivpur Part-II area from the erosion of River Borak on its L/B	₹ 10.96
8	Cachar	Anti erosion measures to Protect Deb Para area from flood Devastation of river Borak on its R/B	₹ 6.19
9	Cachar	Anti erosion measures to Protect Singirbond area from the erosion of river Borak on its L/B ( Phase-III)	₹ 5.00
10	Cachar	Anti erosion measures with Pro-Siltation work to to Protect Moinarbond L.P School ,Gossaipur Pt-III at the Dyke along R/B of river Modhura from Udharbond to Larsing approach and from Udharbond Block to Durganagar Pt-IV from the erosion of river Modhura on its R/B	₹ 11.66
11	Cachar	Restoration of damages along with R/S, A/E measures and other Ancilliary works on Dyke along R/B of river Borak from S.L.P.W.D road to Madhurakukh at different reaches at Angarjur	₹ 11.63
12	Cachar	Anti erosion measures to Protect Kamaranga Par Part-I and Part-II Modi Basti area from the erosion of river Chiri on R/B	₹ 4.50
13	Cachar	Anti-erosion measures to Protect Karatigram area at the dyke along R/B of Borak from S.L.P.W.D Road to Madhuramukh	₹ 5.25
14	Cachar	Anti Erosion measures to protect various reaches such as Annapurnaghat Mandir, Krishnapur-Bhairabnagar, Paschim Kumarpara, Topkhana area on L/B of river Borak	₹ 23.00
15	Cachar	Anti-erosion measures to protect the dyke along L/B of River Madhura from	



		Khoril T.E. to out fall of Barak at Madhurgram area.	₹ 4.50
16	Cachar	Anti Erosion measures to protect Ujangram on R/B of river Borak	₹ 5.80
17	Dhakuakhana	Recoupment of Bandana Check Bund and Anti erosion measures at Bandana area to protect the Sissikalghar to Tekeliphuta Brahmaputra Dyke	₹ 7.48
18	Dhemaji	Anti-erosion measures to Protect Gerjai and its adjoining areas from the erosion of river Brahmaputra	₹ 15.70
19	Dhemaji	Anti-erosion measures to Protect Satghari and its adjoining areas at Simenmukh including other adjacent vulnerable reaches of river Brahmaputra	₹ 17.50
20	Dibrugarh	A/E measures to protect Lason Missing Gaon area from the erosion of river Buridehing on the L/bank of river Buridehing	₹ 8.61
21	Dibrugarh	A/E measures to protect Bhorali bari Kalita Gaon area from the erosion of river Buridehing on the L/bank of river Buridehing	₹ 15.00
22	Dibrugarh	A/E measures to protect Nagakhelia to Matikhula area of Aithan Bund from the erosion of river Brahmaputra.	₹ 22.00
23	Dibrugarh	Strengthening of Existing Protection Work in between Stone Spur IV to Stone Spur V of DTP Dyke at Dibrugarh for river Brahmaputra	₹ 12.00
24	Diphu	Protection of different reaches at (Tinglijan Kopah Bari area, Do-Mile area and Khatkhathi Pucca field area )from the erosion of river Dhansiri in Karbi Anglong District.	₹ 10.00
25	Dhubri	Anti-erosion measures to protect Futkibari village and its adjoining areas from the eroision of river Gaurang on its R/B.	₹ 2.50
26	Golaghat	Anti Erosion Measures at Dighalganja and Bordandi RaniPukhuri on the R/B of river Doyang and Rengma	₹ 6.62
27	Hailakandi	Anti erosion measures to Protect D/S of Panchgram petrol Pump from the erosion of river Borak on its L/B including restoration measures at different reaches of its tributaries	₹ 14.00
28	Majuli	Bank protection work to protect Kongkur	

		and its adjoining area from the erosion of river Subansiri on its L/B	₹ 13.55
29	Morigaon	Recoupment of flood embankment on both bank of river Kollong at different reaches including Protection measures & construction of T/dyke on L/B from Ch.6025m to 7375m	₹ 21.77
30	Morigaon	Anti erosion measures to Protect Jagi-Bhakatgaon area from the erosion of river Kopilli	₹ 5.50
31	Morigaon	Anti erosion measures to Protect both bank of river Killing from erosion at different reaches. Ph-II	₹ 5.74
32	Morigaon	Protection of B/Dyke at Bhojakhaiti area from the erosion of river Brahmaputra .	₹ 17.62
33	Morigaon	A/E measures to protect Gunamora area from the erosion of river Kollong	₹ 11.00
34	Morigaon	Anti erosion measures to protect Chanaka area on the left bank from erosion of river Brahmaputra	₹ 23.00
35	Nagaon	Anti-erosion measures at different reaches of river Kopilli on both bank under Kampur Revenue Circle	₹ 20.00
36	Nalbari	R/S & protection works of B/dyke on R/B of river Brahmaputra at different reaches from Ch.16,100.00 m to Ch.23,700.00 m	₹ 11.72
37	Nalbari	Anti-erosion measures to protect B/B of Pagladia embankment from Bhadrabangal to NH WAY at different reaches.	₹ 4.90
38	N. Lakhimpur	Anti-erosion measures at Gunasuti and its adjoining areas from the erosion of river Subansiri	₹ 9.00
39	Sivasagar	Protection of B/Dyke from Desangmukh to Dikhowmukh at Afala area from the erosion of river Brahmaputra.	₹ 9.00
40	Sivasagar	Anti-erosion measures to protect Garukhuti area of Dihing bund from Joongaon to Laibeel	₹ 5.00
41	Sonitpur	Protection of Dop-Dopi Rangpur and its adjoining areas from the erosion of river Mansiri on its right Bank.	₹ 3.84
42	Sonitpur	Protection of Konoka and its adjoining areas on L/B of river Pancnoi	₹ 3.46
43	South Salmara	Anti-erosion measures to protect <b>IBB Link Road</b> from L/S No 01 to L/S No 04	₹ 15.35

44	Baksa	from the erosion of river Brahmaputra.. Protection of Choraimari Shiva Mandir.. including A/E measures at different reaches and diversion of avulsed course of river Dekadong.	₹ 2.93
45	Udalguri	Protection works on L/B of Nonoi river at Bhutiachang village	₹ 5.40
46	Udalguri	Restoration of Critically damage core dam of Nonoi River on its L/B at Khalengduar(Jallimukh) area	₹ 2.00
47	Udalguri	Anti-erosion measures to protect Pachnoi river on its R/B at Biskhuti village.	₹ 4.20
48	Udalguri	A/E works at different reaches of Kulshi river on its B/B at Satiapara area	₹ 5.00
Total =			<b>₹ 511.83</b>

**Annexure-IV****List of 05 SDRF Proposals of Power Department**

SI No	District	Name of REVENUE CIRCLE	Name of Division	Name of the scheme	Amount (Rs.)
1	Charaideo	Sapekhaiti Rev Circle	Charaideo Electrical Sub-Div.	Immediate restoration of damaged 11 kV LT line, pole and Transformer due to storm 2022	4,06,510
2	Charaideo	Sapekhaiti Rev Circle	Charaideo Electrical Sub-Div.	Immediate restoration of damaged 11 kV LT line, pole and Transformer due to storm 2022	2,50,160
3	Charaideo	Sapekhaiti Rev Circle	Charaideo Electrical Sub-Div.	Immediate restoration of damaged 11 kV LT line, pole and Transformer due to storm 2022	11,41,650
4	Charaideo	Sapekhaiti Rev Circle	Charaideo Electrical Sub-Div.	Immediate restoration of damaged 11 kV LT line, pole and Transformer due to storm 2022	3,04,440
5				Immediate	

	Charaideo	Sapekhaiti Rev Circle	Charaideo Electrical Sub-Div.	restoration of damaged 11 kV LT line, pole and Transformer due to storm 2022	4,06,510
<b>Total</b>					<b>25,09,270</b>

**Annexure-V****Honorarium Policy for Expert Committee Members invited by ASDMA for Recruitment/Bid Evaluation/conduct of training etc.****Introduction:**

This policy outlines in principles for awarding honorariums to the individuals other than officials serving at ASDMA and Revenue & Disaster Management Deptt., who participate as Selection Committee/Bid Committee/Expert Committee/Resource members for conducting official Recruitment/Bid Evaluation/Expert Review / conduct of training etc. at Assam State Disaster Management Authority (ASDMA).

*In terms of the provision FR 46 (Note: (b)) of F.R & S.R. subject to the approval of the State Government, Assam State Disaster Management Authority has decided to offer the honorarium in monetary term to the Government servant or any official other than employee of ASDMA and Revenue & Disaster Management Dept. against the work performed by the respective official as member of the committee which is considered to be intermittent or occasional in character and either so laborious or of such special merit as to justify.*

**Objective:**

- To recognize the valuable time, expertise, and effort contributed by various Committee/Panel members.
- To attract and retain qualified individuals to serve on ASDMA selection/Expert panels.
- To ensure fair and transparent compensation practices.

**Eligibility:**

- Individuals invited by ASDMA to serve on Recruitment Committee/Bid Evaluation Committee/Expert Committee duly constituted by ASDMA and a fixed panel of Officials/Non-Official Members so created who would participate either in person or virtually in the process. To include any other new members in the list based on requirement prior approval of Chief Secretary, Govt. of Assam needs to be taken for creation of Committee.
- Individuals/Officials serving in ASDMA and Revenue & Disaster Management Dept shall not be eligible to receive the honorarium.

**Payment Modality:**

- Upon completion of the assigned Committee duties, the member will receive a form for submitting bank account details and confirming their participation.
- The payment will be clearly marked as an "Honorarium for ASDMA participation with regards to Recruitment/Bid Evaluation/Expert Committee" for transparency purposes.
- The amount payable per Committee Member will be **₹1500/-** per sitting of respective Committee Meeting. Also, for member of Bid

Evaluation Committee payment shall be made for maximum 03 (three) engagements of the respective Bid Evaluation Cycle.

- For Recruitment/Expert Committee Members engaged for aforesaid works at ASDMA and travelling from different city, local accommodation, food charges and local conveyance charges to the office will be paid subject to submission of appropriate bills and signing of documents.
- The expenditure will be debited to the Office Expenditure Fund under Non Salary Component of ASDMA (2245-80-800-4259-000-32-99) or to the Scheme/Sub-scheme to which the activities closely associate with subject to availability of fund.

**Additional Considerations:**

- Travel expenses incurred by the Committee Members attending outside their city will be reimbursed based either on distance travelled in Kilometres as per details submitted in T E Form of ASDMA office or respective Bill submitted in case of the vehicle is hired from their end whichever applicable. However, this will not be applicable to Committee members availing Govt. Transport.
- Travel allowance of Rs. 500/- will be paid to Committee members attending within the same city who is not availing the Govt. Transport.
- In case of vehicle hired by ASDMA for the cause, the payments for the travelling expenses of the Committee Member/s will be made by ASDMA Office to the respective Hiring Agency.
- In case of unforeseen circumstances leading to cancellation of the evaluation/review process by ASDMA, the member will still be eligible for honorarium to acknowledge their preparedness and time commitment. In case information regarding cancellation of the process is conveyed to the concerned member well ahead in time no honorarium will be paid for the same.
- This policy may evolve based on periodic reviews and feedback from stakeholders and as decided by the Authority.

Chief Executive Officer,  
Assam State Disaster Management Authority

**Self Declaration form for TA Claim**

I, ..... (Name of the claimant)

..... (Designation)

..... (Name of Organisation/Firm/Institution)

Declare that Rs. .... have been spent on travel expenses

**from/On** ...../...../..... **to** ...../...../..... during  
..... Days for the purpose of .....

.....  
that comes under my TA claim eligibility criteria as per Honorarium Policy of Assam State Disaster Management Authority.

**I further declare that I have not claimed this expenditure from elsewhere.**

Date:

Signature of Claimant:

**Recommendation of Nodal Person:**

**Amount sanctioned for payment:**

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