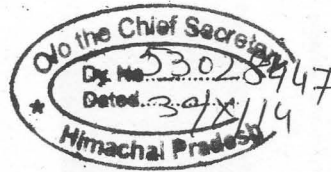


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1. Pr. Secy (Rev. Secy)  
2. Secy (Home)  
28-X-14

No.43-43/2005-NDM-I  
Government of India  
Ministry of Home Affairs  
Disaster Management Division

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'C' Wing, 3<sup>rd</sup> Floor, NDCC-II Bldg.,  
Jaisingh Road, New Delhi-110001  
Dated the October 24, 2014

To

The Chief Secretaries of the all the State Governments/Union Territories

Subject: Participation of Non- Governmental Organisations and Private Sector in providing relief and rehabilitation to the victims of natural and man-made disasters- advisory.

30.X.14  
B(DMO) Sir,

I am directed to invite a reference to Section 35(2)(a) of the Disaster Management Act, 2005 regarding the role of NGOs in the disaster management. As you are kindly aware, paragraph 5.3.3 of the National Policy on Disaster Management 2009 mentions "Civil Defence, NCC, NYKS, NSS and local NGOs will be encouraged to empower the community and generate awareness through their respective institutional mechanisms". Some of the NGOs collect funds from the members of the public for disaster relief activities. Some extend support to the disaster victims through their own financial resources or through donor support from within the country or from abroad. Several Corporate houses have also created their own organisations and got them registered under the Societies Registration Act/Trusts Act to take up various activities under their 'Corporate Social Responsibility'. There is a need to coordinate all these efforts, which have been put in place from time to time by the voluntary sector, so that the District Administration is able to see that the best possible preventive and mitigations measures are taken well in advance and that the relief efforts reach all the needy persons

2. You are aware that the NGOs operating with foreign donor support are governed by a well defined legal framework of Foreign Contribution (Regulation) Act, 2010.

3. Regarding the procurement of products and technologies, which can be used for disaster management, appropriate decisions may be taken by the concerned authorities by following the prescribed rules, to ensure appropriate inventory well before a disaster occurs.

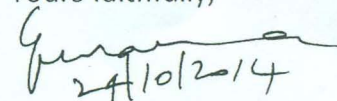
4. In order to step up the preparedness measures and to ensure a transparent mechanism for the NGOs and the private sector to contribute, the State Administration is advised to take the following steps :

- (i) A standing arrangement may be helpful to have a NGO Coordination Committee at the State level through SDMA and District level Coordination Cells through DDMA's so that regular meetings are held during normal times, to prepare for a well coordinated response work at the time of need that may arise out of any disaster.
- (ii) Any Non Governmental Organisation, registered or otherwise, or any individual working for relief work in any disaster in any district may be requested well in advance to inform the District Disaster Management Authority (DDMA) in writing, within one month of taking up the work, the details of work done by them, including financial resources spent, the names of people assisted and the manner of assistance. If the work is of continued nature involving rehabilitation or reconstruction, the DDMA could be informed in writing on a quarterly basis. Similarly, the private organisations interested in participating in the disaster response/mitigation measures may also be taken on board right from the beginning.
- (iii) If any NGO takes up work in more than one district in a State, such written intimation will be given to the State Disaster Management Authority (SDMA).
- (iv) SDMA may be encouraged to develop online mechanism through their web-sites, so that the information from the NGOs and private organisations flows seamlessly. The relevant information may also be uploaded at the India Disaster Response Network website at [www.idrn.gov.in](http://www.idrn.gov.in)
- (v) The DDMA or the SDMA may invite such non-governmental organisations to their coordination meetings and seek their suggestions. The NGOs may be requested in these meetings to ensure that their representatives attend such meetings and take up the work in such a manner that the relief efforts reach all sections of the affected people in the disaster-hit areas.
- (vi) The SDMA's and the DDMA's will invite representatives of NGOs/ Corporate houses regularly to the mock drills and rehearsals, which could help in enhancing the preparedness through better coordination.

- (vii) NGOs participating in relief or reconstruction/ rehabilitation work are expected to ensure transparency in all their actions.
- (viii) In case of any complaint about the activity of any non-governmental organisation with reference to works taken up for disaster management during response or reconstruction/ rehabilitation, the NGO will ensure prompt submission of factual reply to any query that may be made by the DDMA.

5. In addition to the above, the State Governments may also consider to give more detailed guidelines to coordinate the efforts of NGOs working for disaster management by virtue of their powers under Section 38(2) (a) of the Disaster Management Act.

Yours faithfully,



(G.V.V. Sarma)

Joint Secretary to the Government of India

Tel:23438077