

**Inter-Ministerial Disaster Management
Coordination Committee**

(i)	Minister, Ministry of Disaster Management and Relief	-	Chairman
(ii)	Cabinet Secretary	-	Vice-Chairman
(iii)	Principal Secretary to the Prime Minister	-	Member
(iv)	Member (Planning), Planning Commission	-	“
(v)	Secretary, Ministry of Foreign Affairs	-	“
(vi)	Secretary, Ministry of Agriculture	-	“
(vii)	Secretary, Ministry of Defence	-	“
(viii)	Secretary, Ministry of Water Resources	-	“
(ix)	Secretary, Ministry of Education	-	“
(x)	Secretary, Ministry of Information	-	“
(xi)	Secretary, Ministry of Housing and Public Works	-	“
(xii)	Secretary, Ministry of Power, Energy and Mineral Resources	-	“
(xiii)	Secretary, Ministry of Civil Aviation and Tourism	-	“
(xiv)	Secretary, Ministry of Fisheries and Livestock	-	“
(xv)	Secretary, Ministry of Posts and Telecommunication	-	“
(xvi)	Secretary, Ministry of Environment and Forests	-	“
(xvii)	Secretary, Ministry of Disaster Management and Relief	-	“
(xviii)	Secretary, Finance Division, Ministry of Finance	-	“
(xix)	Secretary, Local Government Division	-	“
(xx)	Secretary, Ministry of Home Affairs	-	“
(xxi)	Secretary, Roads and Railways' Division	-	“
(xxii)	Secretary, Jamuna Bridge Division	-	“
(xxiii)	Secretary, Ministry of Shipping	-	“
(xxiv)	Secretary, Ministry of Food	-	“
(xxv)	Secretary, Ministry of Health and Family Welfare	-	“
(xxvi)	Principal Staff Officer, Armed Forces' Division	-	“
(xxvii)	Director General, NGO Affairs' Bureau	-	“

(xxviii)	Director General, Disaster Management Bureau	-	“
(xxix)	Director General, Relief and Rehabilitation	-	“
(xxx)	Secretary General, Bangladesh Red Crescent Society	-	“

The following officers shall attend the meetings on invitation: Director, Department of Meteorology; Joint Secretary, Ministry of Disaster Management and Relief; Chairman, Water

Development Board; Chief Engineer, Roads and Highways Department; Chairman, Telephone and Telecommunications Board (T&T) Board; Director General, Department of Health; Chief Engineer, Public Health-Department; Director-General, Department of Food; Chairman, Bangladesh Inland Water Transport Corporation (BIWTC); Chairman, Bangladesh Railway; Director; Cyclone Preparedness Programme (CPP); Director, Association of Development Agencies of Bangladesh (ADAB); President, Federation of Chamber of Commerce and Industries; UN Resident Coordinator; Representatives of the UN Organisations; Chief Engineer, Public Works and Local Government, Engineering Department, and any other Expert.

Responsibilities of the Inter-Ministerial Disaster Management Coordination Committee

- (a) Implement the policy and decisions of the National Disaster Management Council. Monitor the disaster related plans for prevention/mitigation, preparedness, emergency assistance (disaster relief), and rehabilitation and to keep the Council informed of progress.
- (b) Coordinate the activities of government agencies concerned with disaster management and evaluate the activities of the Disaster Management Bureau.
- (c) Scrutinise the disaster preparedness of different ministries and agencies every six months.
- (d) Take steps for coordination of relief operations in post-disaster recovery periods.
- (e) Advise and issue guidelines for other related issues.

Responsibilities for disaster prevention/mitigation

- (A) Recommend the prioritisation and inclusion of disaster prevention/mitigation projects in the National Development Plan to the National Disaster Management Council.
- (b) Determine the method of Disaster Impact Assessment (DIA) for large projects in terms of their longevity in the context of increasing disasters or damage during disasters.
- (c) Coordinate preparation and implementation of disaster prevention/mitigation projects and recommend framing of policies, fixing priorities, and distributing assets in this respect.
- (d) Arrange for increasing efficiency at all levels of disaster management.

- (e) Monitor the risks of disaster and their mitigation and implementation according to priorities in the national policy and to keep the National Disaster Management Council informed of progress.

Responsibilities regarding disaster preparedness

- (a) Scrutinise disaster forecasts and warning procedures and coordinate among different agencies.
- (b) Review the action plans of all disaster-related agencies.
- (c) Monitor the overall disaster preparedness programmes and inform the National Disaster Management Council (NDMC).
- (d) Review the warning system at local levels.
- (e) Coordinate among different agencies responsible for educating people about their duties during disasters.
- (f) Ensure coordination among government agencies and NGOs responsible for imparting training on disaster management.
- (g) Ensure rapid supply of additional equipment/materials to places where telecommunication has been disrupted on account of disaster.
- (h) Ensure quick assessment of damage due to disaster and ensure the quality of reconstruction work.

Responsibilities in emergency situations

Alert/warning stage

- (a) Ensure that warning signals reach all officials and agencies concerned as well as the mass media.

Disaster stage

- (a) Depute additional manpower to disaster-affected areas in aid of administration.
- (b) Send members of the defence services with assigned duties for communications and essential services.
- (c) Determine priorities and issue instructions regarding relief materials, funds, and transport.