

Annex 4

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 o 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.