

HARYANA GOVERNMENT
REVENUE AND DISASTER MANAGEMENT DEPARTMENT

Notification

No. PS/CA-374.

Date: 6/12/25

89
6/12/25 The 28th January, 2025

CA, HSAMB

31.01.2025

No. 12990-DMC-PO-IV/2024:- In exercise of the power conferred by Section 22(2) of Disaster Management Act, 2005 (53 of 2005) and guidelines of National Disaster Management Authority on Incident Response System for effective, efficient and comprehensive management of disasters, Government of Haryana hereby implements the 'Incident Response System' with immediate effect as model system in the State for response to disasters at district level, as follows:-

District Level Incident Response System		
Sr. No.	Designation	Officer Responsible
1.	Responsible Officer (RO)	Deputy Commissioner
2.	Incident Commander (IC)	Additional Deputy Commissioner
	Incident Commander (IC)	District Municipal Commissioner / Commissioner, Municipal Corporation
3.	Safety Officer	Superintendent of Police / Deputy Commissioner of Police
4.	Deputy Incident Commander	Sub Divisional Magistrate / Joint Commissioner
5.	Liaison Officer	City Magistrate
6.	Nodal Officer (Air Operations)	To be designated by RO/IC
7.	Information & Media Officer	District Information & Public Relations Officer
8.	Operation Section Chief	Sub Divisional Magistrate concerned / Joint Commissioner
	a) Rescue & Response Branch Director	Sub Divisional Magistrate concerned / Joint Commissioner to be supported by Nodal Officer of Front line departments/ Emergency Support functionaries
	i) Natural disaster	Deputy Superintendent of Police / Assistant Commissioner of Police
	ii) Biological emergencies	Chief Medical Officer, Health Department / Deputy Director, Animal Husbandry and Dairying Department
	iii) Human induced industrial and fire incidents	Assistant Divisional Fire Officer / Deputy/ Assistant Director- Industrial Safety & Health
	b) Transport Branch Director (Road & Rail)	Secretary, Regional Transport Authority (RTA)
	c) Staging Area Manager	E.O.-cum- Secretary, HSAMB
	d) Incident Commander (Staging Area)	Tehsildar/ Naib Tehsildar concerned
9.	Planning Section Chief	Additional Deputy Commissioner / District Municipal Commissioner, to be supported by Head of Front line Departments
	a) Situation Unit Leader	District Revenue Officer (R)/ Additional Municipal Commissioner (U), to be supported by Communication Unit
	i) Display Processor	District Informatics Officer
	ii) Field Observer	Patwari and Police Beat In-charge concerned for communication Any other officials as designated by RO/IC.
	b) Resource Unit Leader	Secretary, Red Cross Society and Project Officer (Disaster Management) to be supported by District Statistical Officer
	c) Documentation Unit Leader	Principal DIET to be supported by District Informatics Officer and Project Officer (Disaster Management)
	d) Demobilization Unit Leader	District Mandi Enforcement Officer, HSAMB

ACS A&FWD

No. 3259/7

Date: 26/1/25

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10. Logistic Section Chief	CEO, Zila Prishad (R) / Joint Commissioner (U)
a) Service Branch Director	District Revenue Officer (R) / Deputy Municipal Commissioner (U)
i) Communication Unit Leader	District Radio Officer (Police) to be supported by SDO (BSNL) and other Telephone Service Providers
ii) Medical Unit Leader	Chief Medical Officer
iii) Food Unit Leader	District Food & Supply Controller
b) Support Branch Director	District Development & Panchayats Officer (R) / Deputy Municipal Commissioner (U)
i) Resource Provisioning Unit Leader	Block Development & Panchayats Officer (R) / Executive Officer/ Secretary ULB (U)
ii) Facilities Unit Leader	Block Development & Panchayats Officer (R) / Executive Officer / Secretary ULB (U)
iii) Ground Support Leader	GM (Roadways) to be supported by Traffic In-charge (Police) and Transport Branch
c) Finance Branch Director	District Revenue Officer to be supported by Accounts Officer O/o Deputy Commissioner
i) Time & Cost Unit Leader	Superintendent O/o Deputy Commissioner
ii) Procurement Unit Leader	Accounts Officer supported by Superintendent O/o Deputy Commissioner
iii) Compensation/ Claim Unit Leader	Deputy Superintendent Revenue O/o Deputy Commissioner

* (R)-Rural Areas, (U)-Urban Areas

2. In case of any emergency/disaster, District Level Incident Response System will be activated by the Deputy Commissioner-cum-Responsible Officer.
3. The Secretary, Sainik & Ardh Sainik Welfare shall engage Ex- Service personnel of Defence Forces, as and when required, in their appropriate capacities.
4. In case of notified defence areas, District Disaster Management Authority shall prepare a separate Incident Response System in coordination with Defence Authorities concerned.
5. The Responsible Officer may designate any other officer in case of unavailability of designated officer.

VIVEK JOSHI

Chief Secretary to Government, Haryana
Cum- Chief Executive Officer, HSDMA

Endst.No. 12990-DMC-PO-IV/2024/454

Chandigarh, Dated the 28.01.2025

A copy is forwarded to the followings for information and necessary action please:-

1. All Additional Chief Secretaries/ Principal Secretaries/ Commissioner & Secretary to Government of Haryana
2. Director General of Police, Haryana
3. All Divisional Commissioners, Haryana
4. All Deputy Commissioners, Haryana
5. Deputy Director General (Technology), State Telecom Disaster Coordination Committee, Haryana
6. Controller, Printing and Stationery Department, Haryana with a request to publish the notification (English) in Extra Ordinary Gazette immediately.

Chaiti Kaur
Under Secretary Revenue

for Additional Chief Secretary to Government, Haryana &
Financial Commissioner, Revenue and Disaster Management Department

Front line Departments/ Emergency Support Functionaries

Sr.No.	Name of Department
1.	Agriculture & Farmers Welfare Department and HSAMB
2.	Animal Husbandry & Dairying Department
3.	AYUSH Department
4.	Development and Panchayats Department
5.	Economic and Statistical Analysis
6.	Energy Department
7.	Fire and Emergency Services
8.	Food , Civil Supplies Consumer Affairs Department
9.	Health & Family Welfare Department
10.	Higher Education Department
11.	Home Department
12.	Indian Red Cross Society, Haryana
13.	Information, Public Relations, Languages and Cultural Department
14.	Irrigation and Water Resources Department
15.	Labour Department
16.	Public Health & Engineering Department
17.	Public Works (Buildings & Roads) Department
18.	Revenue and Disaster Management Department
19.	Sainik & Ardh Sainik Welfare Department
20.	School Education Department
21.	Transport Department
22.	Urban Local Bodies Department
23.	Women & Child Development Department
24.	Any other departments as per requirement

Cr. No - 14
OFFICE OF THE HARYANA STATE AGRIL MARKETING BOARD, PANCHKULA

Endst. No. GA-I-2025/ 22478-677

Dated: 9.4.25

A copy of the above is forwarded to the following for information and necessary compliance please:

1. All the Z.As., Z.M.E.Os & D.M.E.Os HSAM Board in the State.
2. The EIC/Chief Engineer/CFA, HSAMB, Panchkula (HQ).
3. All the S.Es, E.Es, HSAM Board in the State.
4. All the SMCs, Market Committee in the State.
5. All the Branch Incharges and Dealing Assistants at H.Q.
6. The E.E. /SDE (IT), HSAM Board, Panchkula.
7. The PS/PA to Chairman/C.A./Secretary, HSAM Board, Panchkula for information please.


Dy. Supdt. (Gen.),
for Secretary.