

GOVERNMENT OF PUNJAB

REVENUE, REHABILITATION AND DISASTER MANAGEMENT
DEPARTMENT

MANUAL OF INSTRUCTIONS

(DISASTER MANAGEMENT-I BRANCH)

(Consolidated upto 31st December, 2007)



2008

Romila Dubey, IAS
Financial Commissioner, Revenue, Punjab

Punjab Land Records Society

MANUAL OF INSTRUCTIONS

(DISASTER MANAGEMENT-I BRANCH)

1st Edition



Consolidated Instructions regarding relief on
account of natural calamities
(cyclone, drought, earthquake, fire, floods,
hailstorms, tsunami, landslides, avalanches,
cloudbursts and pest attacks)

(Consolidated upto 31st December, 2007)

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PREFACE

The Disaster Management-I Branch (earlier ERTL Branch) of Financial Commissioners' Secretariat, Punjab have issued a number of Policy Instructions from time to time relating to Relief on account of natural calamities (cyclone, drought, earthquake, fire, floods, hailstorm, tsunami, landslides, avalanches, cloudburst and pest attack).

These Policy Instructions consolidated in this manual will be useful to the officials dealing with such matters in the Department of Revenue and Rehabilitation and Disaster Management, Punjab. It may be added that this manual is not a substitute for the relevant Instructions and the original Instructions may be referred to as the basic and authentic source of the contents of this manual in accordance with reference given therein.

Romila Dubey, IAS
Financial Commissioner, Revenue,
Punjab

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Annexure - V

From

The Deputy Secretary to Government.
Punjab, Revenue (1) Department.

To

All the Deputy Commissioners in
the State.

Memo No. 7/71/78-1:RTL-(1)12625
Chandigarh, dated the 19th June, 1978.

Subject.

Supply of first hand information about occurrence of natural calamities like hailstorms, floods, lightning earthquake, locusts etc. to Government.

It has come to the notice of Government that information about the occurrence of natural calamities like hailstorms, floods, lightning etc. is not supplied to Government by the Deputy Commissioners immediately on the occurrence of such a calamity and it is only through press reports or through the unofficial sources that this comes to the notice of Government. This becomes highly embarrassing for the Government. Since all the Districts are now fully equipped with the wireless communication and other facilities, Government, expect that in case a natural calamity like hailstorms, floods, lightning, earthquake, locusts etc. occurs first hand information should be made available without any loss of time. No doubt, the parameters of the loss, cannot be indicated in the first report but there should be no occasion for the fact of occurrence of calamity coming to the notice of Government either through the press Report or other than Strictly official source.

2. You are requested to take necessary action in the light of the above instructions of Government and send a preliminary report to Government without any loss of time in such case immediately followed by a detailed report etc.

Sd/-
Deputy Secretary to Government,
Punjab, Revenue (1) Department. *

No.7/71/78-ERTL-(1)/12626 Chandigarh, dated the 19th June, 1978.

A copy is forwarded to the Commissioner, Jullundur / Patiala / Ferozepur Division for information and necessary action.

Sd/-
Deputy Secretary to Government,
Punjab, Revenue (1) Department. *

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Annexure XVI

From

The Deputy Secretary to Government,
Punjab, Revenue Department (I)

To

All the Deputy Commissioners
in the State.

Memo No. 1861-ERTL-1-78/13124
Chandigarh, dated the 23-6-78.

Subject . Disbursement of relief to the persons affected by natural calamities.

— . — . —

It has come to the notice of Government that actual disbursement of relief to the persons affected by natural calamities is delayed sometimes due to delay in assessment of the damage etc. According to existing procedure, the assessment of damage is done on the basis of Girdawari made by the Patwari of the village affected by natural calamity and he sends damage reports to the Tehsildar or Naib Tehsildars having jurisdiction over the village for verification. The Tehsildars or Naib - Tehsildar visits the village or villages affected by natural calamities for verification of damage reports submitted by the Patwari and sends damage reports to the Sub-Divisional Officer / Deputy Commissioner who also visits the areas affected by natural calamities for verification of reports of officers at the lower level. It is felt that action to complete Girdawari is sometimes delayed considerably and on account of such delay sometimes the assessment is so unrealistic that it becomes a subject matter of complaints etc.

2. Further according to the procedure as laid down in para 15 of page 45 of the Punjab Flood and other Emergency Relief Manual, the actual distribution of gratuitous relief is the responsibility of the Revenue Officers, but the Deputy Commissioners may associate and employ settlement officers, Consolidation Officers, Assistant Consolidation Officers and Block Development and Panchayat Officers for this purpose. If considered necessary Magistrates can also be deputed for this work by the Deputy Commissioners.

The Sub-Divisional Officer or where there is no Sub Divisional Officer, the Tehsildar is in general Charges of the distribution in the Tehsil, and all orders are to be carried out under his supervision and control. The Panchayat Lambardars or known social workers and the officers responsible for actual distribution are required to pay a visit to the area concerned immediately and draw up a list of persons who are entitled to such relief, showing therein the extent of relief to be allowed. These lists are to be signed by the official in charge and the Sarpanch or in his absence the next senior Panch or the Lamberdar or the social worker, associated with the work. On the strength of these lists, the Tehsildars are to allow the necessary money to be drawn and paid to the officers entrusted with the distribution work who are to go to the effected area with the money and distribute it to the individuals entitled to it, in the presence of panchayats etc. In order to further streamline the procedure and with a view to eliminate charges of complaints in the assessment of damage to crops and disbursement of relief the Government on careful consideration of the matter have decided as under :-

- a) The Deputy Commissioners will be responsible to ensure personally that the assessment of damage to crops etc. by natural calamities is completed and lists for payments of relief prepared within fifteen days of the occurrence of Natural Calamity when there is heavy work load, the local patwari be assisted by Patwaris of other circles for assessment of damage to crops etc. by natural calamities.
- b) The Deputy Commissioners will be personally responsible to supervise the work relating to the disbursement of relief to the persons effected by flood, hailstorm etc. to see that the relief is disbursed well in time. They will also look into the complaints personally connected with disbursement of relief.

The receipt of the above communication may please be acknowledged and the above instructions complied with in the letter and spirit.

Sd/-
Under Secretary,
For Deputy Secretary to Government,
Punjab, Revenue Department (I)

No. 1861-ERTL-1-78/13125

Chandigarh, dated the 23-6-78

A copy is forwarded to the Commissioner, Jullundur Patiala / Ferozepur Division,
for information and necessary action.

Sd/-

Under Secretary,
for Deputy Secretary to Government. Punjab,
Revenue - I Department.*

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Annexure XI

From

Dr. Brajendra Singh, IAS.
Joint Secretary to Government, Punjab,
Revenue Department

To

All the Deputy Commissioners
in the State

Memo No. 799-ERTI-I-80/4323
Chandigarh, dated 4-3-80.

Subject. Grant of gratuitous relief to the heirs of breadwinner in the event of his death on account of collapse of a house, pillar or pole by furious duststorm.

-- . -- .

The President of India is pleased to order that gratuitous relief to the extent of Rs. 5,000/- (Rupees five thousand only) be disbursed to the heirs of the breadwinner of the family, who dies as a result of collapse of a house, pillar or pole, by the furious duststorm in urban / rural area of the state.

For D. C. Amritsar only.

2. In response to your memo No. FRC/477, dated 16th June, 1979 the President of India is pleased to order the disbursement of gratuitous relief of Rs. 5,000/- (Rupees five thousand only) to the heirs of Sardar Dyal Singh Nagi aged 30-35 years, who died alongwith his son and daughter, on account of house collapse by furious duststorm in village Wan, Tehsil Patti, District Amritsar, on the 25th May, 1979.

3. The expenditure involved is to be met out of the budget allotment under the Head "289-Relief on account of Natural Calamities B-Gratuitous Relief" for the year 1979-80.

4. This issues as a consequence of the decision of the Council of Ministers taken in the meeting held on 7th February, 1980.

Sd/-
Under Secretary,
For Joint Secretary to Government,
Punjab, Revenue Department.

No. 799-ERTL-I-80/4324 Chandigarh, dated 4-3-80

A copy is forwarded to the Accountant General, Punjab, Chandigarh, for information.

Sd/-
Under Secretary,
For Joint Secretary to Government,
Punjab, Revenue Department.

No. 799-ERTL-I-80/4325 Chandigarh, dated 4-3-80

A copy is forwarded to the Commissioner, Jullundur / Patiala / Ferozepur Division, for information.

Sd/-
Under Secretary,
For Joint Secretary to Government,
Punjab, Revenue Department.

A copy is forwarded to the Chief Secretary & Secretary to the Council of Ministers, Punjab, for information with reference to his U.O.No. 2466-Cabinet-80, dated 12th February, 1980.

Sd/-
Under Secretary,
For Joint Secretary to Government,
Punjab, Revenue Department.

To

The Chief Secretary and
Secretary to the Council of Ministers, Punjab.

U.O.No. 799-ERTL-1-80/4326 Chandigarh, dated the 4-3-80

A copy is forwarded to the Commissioner for Finance & Secretary to Government, Punjab Finance Department, for information with reference to U.O.No. 2466-Cabinet-80: dated 12th February, 1980 from the Chief Secretary and Secretary to the Council of Ministers, Punjab.

Sd/-

Under Secretary,
For Joint Secretary to Government,
Punjab, Revenue Department.

To

The Commissioner for Finance &
Secretary to Government, Punjab,
Finance Department.

U.O.No. 799-ERTL-1-80/4327 Chandigarh, dated the 4-3-80

A copy is forwarded to the Deputy Secretary to Government, Punjab Revenue (II) Department, (in Accounts Branch) for information and necessary action.

Sd/-

Under Secretary,
For Joint Secretary to Government,
Punjab, Revenue Department.

To

The Deputy Secretary to Government,
Punjab, Revenue (II) Department.

U.O.No. 799-ERTL-J/80/4328 Chandigarh, dated the 4-3-80.

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Annexure IX

IMMEDIATE

From

S.G.P.S. Sahi, I.A.S.
Joint Secretary to Govt. Punjab,
Revenue Department

To

All the Deputy Commissioners
in the State.

Memo No. 24-ERTL-I-80/4863
Chandigarh, dated the 12th March, 1980

Subject . Assessment of damage to standing crops by natural Calamities such as floods, hailstorms, etc. for disbursement of relief to the persons affected by natural calamities.

It has been brought to the notice of Government that generally actual disbursement of relief to the persons affected by natural calamities is delayed, sometimes due to delay in correct assessment of the damage etc. Therefore, while explaining the existing procedure for assessment of damage to standing crops by natural calamities like floods / hailstorms etc. and disbursement of gratuitous relief to the sufferers of natural calamities, as laid down in the Punjab Flood and other Emergency Relief Manual, the following decisions were conveyed to you in order to streamline the procedure and with a view to eliminating the chances of complaints in the assessment of damage to crops and disbursement of relief, vide Govt. Memo No. 1861-ERTL-I-78/13124, dated 23rd June, 1978, and Memo No. 7289-ERTL-I-1978/18015, dated 28th August, 1978 :-

a) The Deputy Commissioners will be responsible to ensure personally that assessment of damage to crops etc. by Natural Calamities is completed and lists for payment of relief prepared within 15 days of the occurrence of natural Calamity. when there is heavy work load, the local patwari be assisted by Patwaris of other circles for assessment of damage to crops etc. by Natural calamities.

b) In order to eliminate the chances of incorrect assessment of damage to standing crops by natural calamities like floods/hailstorms etc. at the level of Patwari, the Kanungo / Circle Revenue Officers should make 100% checking and the Sub Divisional Officer (C) 50% and the Deputy Commissioners random checking.

c) The Deputy Commissioners will be personally responsible to supervise the work relating to the disbursement of relief to the persons affected by floods, hailstorms etc. to see that relief is disbursed well in time. They will also look into personally the complaints connected with disbursement of relief.

2. The need to take immediate action in accordance with these instructions has already stressed upon vide Punjab Govt. Communications noted in the margin.

Margin

1. 6346-ERTL1-79/17509 dated 22nd Aug. 79.
2. D.O. No. 4794-ERTL.1-78/15058 dated 18, July 79.
3. Memo No. 24-ERTL1-80/3080 Dated. 12th Feb. 1980.

3. Similar instructions were again issued vide Punjab Govt. Memo No. 9168-ERTL-1-79/2210, dated 1-2-80 consequent upon the decision taken in the meeting of Informal Consultative Committee of the Revenue & Rehabilitation Department held under the Chairmanship of the former Revenue Minister on 13.11.1979 interalia providing as under :-

- i) The Patwari at the time of making assessment of damage in a particular village, should send advance intimation, in writing to the village Panchayat through its Sarpanch.
- ii) Since there is party faction in the villages, to minimise the chances of complaints, assessment be made in the presence of the members of the village of Panchayat.
- iii) In case the members of the Panchayat do not turn up despite intimation, the Patwari should not withhold the assessment of damage on that account but should proceed according to the scheduled programme.
- iv) The Tehsildars / Sub-Divisional Officer (C) should while undertaking the checking of the assessment made by the Patwari, inform the M.L.A. in whose constituency the village falls, so that he could also join the inspection.

- v) Gratuitous relief for the loss sustained by the farmers due to natural calamities be disbursed within 15 days of the finalisation of assessment of damage to crops etc. by natural calamities and preparation of lists of eligible persons.

As delays in assessment of damage to the standing crops by natural calamities as well as disbursement of gratuitous relief to the sufferers of natural calamities brings a bad name to Government, You are once again requested to ensure that the above stated instructions of Govt. are complied with meticulously by all concerned.

Receipt of this communication may please be acknowledged.

Sd/-

Under Secretary,
for Joint Secretary Revenue, Punjab

No. 24-ERTL-I-80/4864 Chandigarh, dated the 12th March, 1980

A copy is forwarded to the Commissioner, Jullundur, Patiala and Ferozepur Divisions, for information and necessary action.

Sd/-

Under Secretary,
for Joint Secretary Revenue, Punjab

Most Immediate

From

Sh. S. K. Sudhakar, I.A.S.
Joint Secretary to Govt. Punjab,
Revenue Department.

To

All the Deputy Commissioners
in the State.

Memo No. 3989. ERTL-I-80/14096
Chandigarh, dated the 19th August, 1980.

Subject. Grant of relief to the persons affected by heavy rains/floods.

The Governor of Punjab is pleased to accord sanction to the grant of relief to the persons affected by heavy rains/ floods in the State on the scales as per details below :-

- i) **Subsistence Grant.**
Subsistence grant at the rate of Rs. 40/- per head per month in lieu of free food and other necessities of life irrespective of the fact whether they are in evacuation camps or relief camps or marooned villages, for a maximum period of two months. Flood stricken persons whether major, minor, infant are to be treated alike. However, the actual period for which this grant is to be given is dependent on the local conditions.
- ii) **House Repair Grants (in Rural & Urban Area)**
- | | |
|------------------------|--|
| a) For a pucca house : | Up to Rs. 1500/- if totally damaged.
Up to Rs. 800/- if partly damaged. |
| b) For a Kacha house : | Up to Rs. 800/- if totally damaged.
Up to Rs. 400/- if partly damaged. |
| c) For a hut. : | Up to Rs. 200/- if totally damaged.
Up to Rs. 100/- if partly damaged. |

The above scales of house repair grants are the maximum Actual amount payable to a sufferer is to be determined according to the extent of actual damage suffered.

iii) **Gratuitous relief on account of damage to standing crops by floods / rains.**

Gratuitous relief for the loss to standing crops by floods / rains in the State to the landowners / tenants, in respect of each field upto a maximum of 7 acres or the actual area affected, whichever is less depending on the damage caused be allowed according to the following scales.

- a) Where the loss to standing crops exceeds 75% @ Rs. 300/- per acre.
- b) Where the loss to standing crops exceeds 50% but does not exceed 75% @ Rs. 200/- per acre.
- c) Where the loss to standing crops exceeds 25% but does not exceed 50% @ 100/- per acre.

The amount of relief payable to a tenant will be apportioned between the landowner and the tenant in the ratio in which crop is shared and where a fixed rent is payable by the tenant, the tenant shall get the entire amount of relief admissible.

iv) **Grant for animals lost.**

- a) Per Bullock / Buffalo : Rs. 650/-
- b) Per Cow : Rs. 400/-
- c) Per goat / sheep : Rs. 100/-

v. **Grant for fodder.**

Rs. 30/- per animal subject to a maximum of 8 animals per family.

vi.

Grant on the death of a breadwinner.

Rs. 5,000/- to the heirs of the deceased breadwinner.

vii.

Grant for temporary shelter.

Rs. 50/- per family for construction of temporary shelter.

2. Unauthorised occupants of Government land whose occupancy is borne-out by entries in the Khasra Girdawari will also be eligible to the above mentioned relief in the same manner as it would have accrued to them if they were authorised occupants.

3. The above scales are applicable from the year 1980-81 till further orders.

4. The expenditure involved is debitable to the budget grant under the head "289-Relief on account of Natural Calamities."

5. This sanction issues with the concurrence of Finance Department conveyed vide their U.O.N. 3694-2 FGII-80/ dated 18-8-80.

Sd/-

Joint Secretary to Govt., Punjab
Revenue (II) Department.

Endsr. No. 3989-ERTL-I-80-14097 Chandigarh, dated the 19th August, 1980.

A copy is forwarded to the Accountant General, Punjab, Chandigarh for information.

Sd/-

Joint Secretary to Govt., Punjab
Revenue (II) Department.

Endsr. No. 3989-ERTL-I-80-14098 Chandigarh, dated the 19th August, 1980.

A copy is forwarded to the Commissioner, Patiala / Jullundur / Ferozepur Divisions for information & necessary action.

Sd/-

Joint Secretary to Govt. Punjab,
Revenue (II) Department.*

A copy is forwarded to the Deputy Secretary to Govt., Punjab Finance Department, for information with reference to his U.O.No. 3694-2 FGII-80 / dated the 18th August, 1980.

Sd/-

Joint Secretary to Govt. Punjab,
Revenue (II) Department.*

To

The Deputy Secretary to Govt. Punjab,
Finance Department.

U.O.No. 3989 - ERTL-I-80/14099 Chandigarh, dated the 19th August, 80.

A copy with a copy of Finance Department's advice is forwarded to the Under Secretary Revenue (in Accounts Branch) for information & immediate necessary action.

The Finance Department have agreed to the utilisation of the undisbursed funds lying with the Deputy Commissioners for disbursement of relief to the drought / hailstorms affected persons during the month of April, 1980, for giving relief to flood affected persons now.

Sd/-

Joint Secretary to Govt. Punjab,
Revenue (II) Department.*

To

The Under Secretary Revenue (In Accounts Branch)

U.O. No. 3989-ERTL-I-80/14)00 Chandigarh, dated the 19th August, 80.

Annexure XIII

PUNJAB GOVERNMENT
REVENUE DEPARTMENT
(E.R.T.L. BRANCH)

To

- i) The Commissioner, Ferozepur, Jullundur & Patiala Divisions,
- ii) All the Deputy Commissioners in the State.

Memo No. 7/4/80/ERTL-I/19260

Chandigarh, dated the 17th November, 1980.

Subject. Grant of relief to the persons affected by heavy rains/floods--payment of grant to the next of kin of persons meeting death on account of heavy rains / floods who are non - breadwinners.

Reference. In continuation of this Department Memo No. 3989-ERTL-I 80/14096, dated 19th August, 1980.

The Governor of Punjab is pleased to accord sanction to the payment of Rs. 1500/- (Rupees one thousand & five hundred) only. to the next of kin of a deceased non-breadwinner. on account of death caused due to floods/heavy rains in the State. The scale is applicable from the year 1980-81 till further orders and will cover all cases of grant of relief to the above extent on account of the deaths of the nonbreadwinners of 1980 floods / heavy rains.

2. The expenditure involved is debitable to the budget grant under the head "289-Relief on account of Natural Calamities."

3. This issues with the concurrence of Finance Department received vide their U.O.No. 3694-2FG-80, dated 18th August, 1980.

Sd/-

Under Secretary Revenue (AR)

Endst.No. 7/4/80/ERTL-I/19261 Chandigarh, dated the 17th Nov. 1980.

A copy is forwarded to the Accountant General, Punjab, Chandigarh for information.

Sd/-

Under Secretary Revenue (AR)

A copy is forwarded to the Joint Secretary to Govt. Punjab, Cabinet Affairs Branch, with reference to his U.O.No. 1690-Cabinet-80/dated 24th October, 1980.

Sd/-

Under Secretary Revenue (AR)

To

The Joint Secretary to Govt. Punjab
Cabinet Affairs Branch.

U.O.No. 7/4/80/ERTL-I/19262 Chandigarh, dated the 17th Nov. 1980.

A copy is forwarded to the Deputy Secretary to Govt. Punjab, Finance Department, with reference to his U.O.No. 3694-2- FG II - 80 / dated 18th August, 1980, for information.

Sd/-

Under Secretary Revenue (AR)

To

The Deputy Secretary to Govt. Punjab
Finance Department.

U.O.No. 7/4/80/ERTL-I/19263 Chandigarh, dated the 17th Nov. 1980.

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Annexure XII

PUNJAB GOVERNMENT
REVENUE DEPARTMENT
(ERTL BRANCH)

To

All the Deputy Commissioners,
in the State.

Memo No. 2423-ERTL-I-81/6263
Chandigarh, dated the 4th May, 1981.

Subject. Grant of gratuitous relief to the persons affected by fire or lightening.

In supersession of the instructions contained in Punjab Govt. Memo No. 10746-ERTL-I-75/3195, dated the 27th Feb., 1976 and Memo No. 5019-ERTL-I-76/16064, dated 22-9-76 the Governor of Punjab is pleased to order that in future gratuitous relief to those who suffer on account of fire or lightening, shall be admissible as under :

- I) To the families whose breadwinner die @ Rs. 5,000/-
(Rs. Five thousands only) per family.
 - II) To the next kin of the deceased non-breadwinners
@ Rs. 1500/- (Rs. one thousand & five hundred only).
 - III) For animals lost. at the rate of Rs. 650/- (Rs. Six hundred and fifty only) per bullock / buffalo, Rs. 400/- (Rs. four hundred only) per cow and Rs. 100/- (Rs. one hundred, only) per sheep / goat.
 - IV) For other losses, relief shall be 20% of the total loss, subject to a maximum of Rs. 6,000/- in any individual case.
2. This relief shall be admissible to Kamis, poor persons deserving petty traders and farmers (both in the rural and urban areas) who cannot resort to insurance and are

unable to bear the loss and whose income from all sources does not exceed Rs. 500/- P.M. (Rs. Five hundred only.)

3. This sanction is however, subject to the overall condition that the relief from all sources, including the Relief Funds, should not exceed the limits prescribed in para 1 of the communication.

4. The expenditure involved is debitable to the Budget head "289-Relief on account of Natural Calamities-B-Gratuitous Relief(a) Cash doles."

5. This issues with the concurrence of Finance Department contained in their U.O.No. 638-2FG-2-81, dated 22.4.1981.

6. It is, requested that receipt of this communication may please be acknowledged.

7. Ten spare copies of this communication are also enclosed.

Sd/-

Under Secretary to Govt., Punjab,
Revenue (AR) Department.

No. 2423-ERTL-1-81/6264

Chandigarh, dated 4th May, 1981.

A Copy, with a spare copy, is forwarded to the Accountant General, Punjab, Chandigarh, for information.

Sd/-

Under Secretary to Govt., Punjab,
Revenue (AR) Department.

No. 2423-ERTL-1-81/6265

Chandigarh, dated 4th May, 1982.

A Copy, is forwarded the Comissioner, Jullundur / Patiala / Ferozepur Division for information.

2. Five spare copies are enclosed for official use.

Sd/-

Under Secretary to Govt., Punjab,
Revenue (AR) Department.*

A copy is forwarded to the Under Secretary to Govt., Punjab, Revenue Department (in Accounts Branch) for information.

Sd/-

Under Secretary to Govt., Punjab,
Revenue (AR) Department.

To

The Under Secretary to Govt., Punjab,
Revenue Department (in Accounts Branch)

U.O.No. 2423-ERTL-I-81/6266

Chandigarh, dated the
4th May, 1981

A copy is forwarded to the Under Secretary to Govt., Punjab, Finance Department with reference to his U.O.No. 638-2FG.II-81/dated 22-4-1981, for information and record.

Sd/-

Under Secretary to Govt., Punjab,
Revenue (AR) Department.

To

The Under Secretary to Govt., Punjab,
Finance Department.

U.O.No. 2423-ERTL-I-81/6267

Chandigarh, dated 4th May, 1981.

Annexure VIII
Government of Punjab
Department of Revenue
(E.R.T.L. Branch)

REGISTERED

To

All the Deputy Commissioners
in the State.

Memo No. 7/16/81-ERTL-I/16954
Chandigarh, dated the 18-11-81

Subject. Assessment of damage to standing crops by natural Calamities like floods and hailstorms etc.

It has been laid down in Punjab Government Memorandum No. 5061-ERTL-I-79/17137, dated 17th August, 1979, that special Girdawari for flood hit crops like paddy be conducted by the Revenue Staff after ten days of the occurrence of the natural calamity as it is only after this period that the actual loss to the crops can be ascertained with some amount of accuracy. The matter has been considered, further and it has been reiterated that for the assessment of damage to all the standing crops by natural calamities like floods and hailstorms, special girdawari be undertaken only after a period of ten days of the date of occurrence of the natural calamities and the work of conducting special Girdawari should be completed within one week. You are, therefore, requested to ensure that the instructions of the Govt. issued on the subject from time to time are complied meticulously. You are requested to take action accordingly in future.

The receipt of this communication may please be acknowledged.

Sd/-

Under Secretary Revenue (AR),
for Deputy Secretary to Govt. Punjab,
Revenue Department.*

Registered

No. 7/16/81-ERTL-I/16955

Chandigarh, dated 18-11-81.

A copy is forwarded to the Commissionre, Ferozepur / Patiala / Jullundur Division, in continuation of this Department endorsement No. 5016-ERTL-I-79/17138, dated 17th August, 1979, for information and necessary action.

Sd/-

Under Secretary Revenue (AR)
for Deputy Secretary to Govt. Punjab,
Revenue Department.*

Annexure VII

Government of Punjab
Department of Revenue
(ERTL - Branch)

To

- i. The Commissioner,
Jullundur/Patiala/Ferozpur
Division.
- ii. All the Deputy Commissioners
in the State.

Memo No. 1136-ERTL-I-82/3575
Chandigarh, dated the 18th March, 1982.

Subject. Damage to standing crops by recent unseasonal rains / hailstorms.

According to the information received by Government though there is no particular damage by rains / hailstorms so far but people are very apprehensive that if the rains continue, the damage may be on a very large scale. Government would, therefore, request you to keep a watchful eye on all areas where any damage is reported or claimed, to have special crop inspections carried out by gazetted officers where Kharaba is reported on any significant scale and to order fresh crop inspections where damage occurs after girdawari inspection had been carried out in early March. Further, where the crop is not damaged but has lodged, a fresh crop inspection in the second week of April be arranged.

Sd/-

Under Secretary to Government
Punjab, Revenue (AR) Department

Annexure XV

PUNJAB GOVERNMENT
REVENUE DEPARTMENT
(E R T L BRANCH)

To

1. The Commissioners,
Patiala / Ferozepur / Jullundur.
2. All the Deputy Commissioners
in the State.

Memo No. 6364 - ERTL-1-81/4806
Chandigarh, dated the 19th April, 1982.

Subject. Disbursement of gratuitous relief to the landowners / tenants on account of damage to their standing crops by hailstorms.

Ref. This Deptt. Memo No. 3293-ERTL-1-76/6732, dated 7-5-76.

According to the instructions contained in the above communication, gratuitous relief for loss to standing crops by hailstorms in the State was admissible to the landowners / tenants in respect of each field on the damage caused to it at the following scales :-

-
- | | | |
|------|--|--------------------|
| i) | where loss to standing crops exceeded 75% | Rs. 300/- per acre |
| ii) | where loss to standing crops exceeded 50% but did not exceed 75% | Rs. 200/- per acre |
| iii) | where loss to standing crops exceeded 25% but did not exceed 50% | Rs. 100/- per acre |

The amount of relief payable to a tenant was to be apportioned between the landowner and the tenant in the ratio in which crop was shared between the two and where a fixed rent is payable by the tenant, the tenant was to get the entire amount of the relief admissible.

2. It was noticed that relief was paid for damage to barseem crops by hailstorms in April, 1976, in Patiala, Jagraon and Rajpura Tehsils, while in the neighbouring tehsils of Fatehgarh Sahib, Samana, Ludhiana, Samrala and Nawanshahr Tehsil, no relief was given for damage to barseem (Fodder) crop on the ground that it had hit the crop after five to six cuttings had already been taken and it was almost the end of the crop season. Further, some of the field officers disbursed relief treating 'barseem' as a standing crop while the others did not consider it so. As such no uniform policy was adopted by the field officers for the grant of gratuitous relief for damage to barseem crops by hailstorms, during April, 1976.

3. With a view to adopt a uniform policy the matter has been examined in consultation with the Director of Agriculture, Punjab, and it has been observed that barseem crop is regenerative, and gives successive cuttings. Any damage by hailstorms or some other natural calamity during the month of December to March, would, ordinarily, affect one cutting. Such damage in the month of April, and May may, however, result in shrivelling of the crop which may not then regenerate. However, by that time the crop would, ordinarily, have given a number of cuttings. Therefore, unless there be repeated hail, rain, etc. or the cumulative effect of all these with subsequent atmospheric conditions is complete or substantial damage, the cultivator would not be benefited by the crop or return there from. In case of any hailstorm/rain etc. during the earlier months (December to March) loss of one cutting may be there, while in case of any such calamity in April / May the last seed crop would be damaged or lost. Taking an over-all view, the possibility of 'Barseem' crop suffering loss exceeding 25% and upto 50% would not arise unless the fodder crop is repeatedly damaged thus reducing the total fodder output to less than 50%.

The only other case when relief would seem only in such justified an eventuality would payment of relief be justified would be where the crop had been kept for seed and is damaged more than 50% by hailstorm / rain etc. in April and May. It is, therefore, clarified that relief should be considered in future for 'barseem' crop only in the light of this clarification.

The receipt of this Memo may please be acknowledged.

Sd/-

Under Secretary to Govt., Punjab,
Revenue (AR) Department.*

Endst. No. 6364-ERTL-I-81/4807

Chandigarh, dated 19-4-1982.

A copy is forwarded to ERTL IV for information and necessary action.

Sd/-

Under Secretary to Govt., Punjab,
Revenue (AR) Department.*

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Annexure - VI

IMMEDIATE / FLOOD
CONTROL

From

Sh. O. P. Kapur,
Under Secretary to Govt. Punjab,
Revenue Department.

To

All the Deputy Commissioners
in the State

Memo No. 1/35/82-ERTL-IV/7741
Chandigarh, dated the 18-6-1982.

Subject. Daily and Weekly flood situation report during rainy season, 1982.

During the rainy season, daily flood situation report is issued from the state Hqs and copies thereof are sent to the various quarters including certain offices of the Central and State Government.

2. The issue of daily reports during the rainy season, 1982, regularly and punctually will be possible only if the flood situation reports are received from you punctually in time. Accordingly, you are requested to keep in view the following points while submitting the daily / weekly flood situation reports :-

a) The daily flood situation report should be resumed with effect from 1-7-82 or earlier on the occurrence of rains, and sent to this department in the following manner :-

i) Report may be despatched by post through "Recorded Delivery in the Prescribed proforma (Copy enclosed) for ready reference. All the columns in the proforma should be filled in properly and carefully. No column should be left blank and it should not contain any vague or sketchy information.

- ii) Any special information relating to heavy rain / flood or allied matter, should be reported through "Express / Telegram" / T.P.M. so that it reaches by 10 A.M. or 11 A.M. for incorporation in the daily report to be issued by this department. Detailed report may be submitted subsequently, through Recorded Delivery post atonce.
- iii) Any grave and serious situation should be reported through the Police Wireless atonce. Immediate and direct threat of breaches in bunds, drains, rivers, canals and immediate threat of damage to crops, lives and villages should be treated as "Grave and serious situation" for communication of grave and serious situations, Police Wireless sets installed in the District Police Line should invariably be used during the rainy season.
- iv) It should be impressed on all the officers connected with the flood relief rescue operations in your district that any delay in the despatch of daily report in the manner prescribed above will be viewed seriously.
- v) The weekly flood situation report in the prescribed Proforma (Copy enclosed) should please be sent on every Friday, positively, Any delay in its despatch will be viewed seriously. All columns of the proforma should be filled in properly and accurately figure of damage caused during the week to which the report pertains to should only be given.
3. The daily / weekly reports should invariably be sent in the prescribed proforma even when no damage or loss has been caused.
4. You are also requested to intimate the name and designation of the officer deputed to work as incharge of the Flood Relief work in your district, together with the office and residential telephone Nos - (When installed already) and also send a certificate under your own signatures to the effect that necessary instructions, as outlined above, have been issued to all concerned in the matter.
5. The daily and weekly flood situation report may be despatched on the address given below :-

Sh. O. P. Kaur
Under secretary to Govt. Punjab,
Revenue Department (AR).

6. The receipt of this communication may please be acknowledged.

Sd/-

Under Secretary to Govt., Punjab,
Revenue Department (AR).

No. 1/35/82-ERTL-IV/7742

Chandigarh dated 18-6-82

A copy with a copy of the enclosures is forwarded to the Commissioners, Patiala /
Ferozepur / Jullundur Division, for information and necessary action.

2. They are requested to ensure personally that the Government is kept in touch with the
latest flood situation in the districts of their Divisions during the ensuing rainy season. They are also
requested to take immediate action to cope with the situation on their initiative as and when needed.

Sd/-

Under Secretary to Govt., Punjab,
Revenue Department (AR).

No. 1/35/82-ERTL-IV/7743

Chandigarh dated 18-6-82

A copy is forwarded to the Director General of Police, Punjab, Chandigarh, for infor-
mation and necessary action.

2. He is requested to issue necessary directions to all Police Wireless Stations in the Districts
to render full cooperation to civil authorities in conveying flood situation reports message during the ensuing
rainy season, under intimation to this department.

Sd/-

Under Secretary to Govt., Punjab,
Revenue Department (AR).*

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Chandigarh, dated 18-6-82.

A copy is forwarded to Chief Engineer (Drainage) Irrigation Works, Punjab and Chief Engineer, P.W.D. (B&R) Punjab, Patiala for information and necessary action.

2. It is requested that necessary instructions as usual may be issued to all the Local Officers of the Irrigation / P.W.D. (B&R) Departments under intimation to this Department.

For Chief Engineer (Drainage) Irrigation Works only :-

It is requested that proper arrangements for communicating daily reports regarding gauge level, low, medium and high flood, including danger level, as well as discharge of water in respect of various rivers viz. Beas Sutlej Ravi and Ghagger and other Tributaries at important gauge and discharge sites may be made immediately. It may please be ensured that this information is conveyed daily on telephone with effect from 1-7-82. The name, designation and telephone No. of the officer entrusted with this job may please be communicated to this department urgently.

Sd/-

Under Secretary to Govt., Punjab,
Revenue Department (AR)

A copy is forwarded to the Commissioner for Irrigation and Power and Secretary to Govt. Punjab, Irrigation and Power Department Secretary to Government, Punjab, P.W.D. (B&R), Department Chandigarh, for information.

Sd/-

Under Secretary to Govt., Punjab,
Revenue Department (AR).

To

1. The Commissioner, Irrigation and power
and Secretary to Govt., Punjab
Irrigation and Power Department.
2. The Secretary to Govt. Punjab,
P.W.D. (B&R) Department, Chandigarh

U.O.No. 1/35/82-ERTL-IV/7746

Chandigarh, dated 18-6-82.

No.1/35/82-ERTL-IV/7746

Chandigarh, dated 18-6-82.

A copy is forwarded to ERTL-V for information and further necessary action.

Sd/-

Under Secretary to Govt., Punjab,
Revenue Department (AR).

Daily Statement showing damage by heavy rains / floods in various districts of Punjab State during the flood season 1982.

Date _____

Sr. No.	Name of District	Cause of Flood.	No. of villages affected.	Area affected (in Hec).	Populat- ion effected	Damage to crops		Damage to Houses		Cattle Heads Lost.	
						Area in Hec.	Value in Rs.	No.	Value	No.	Value
1	2	3	4	5	6	7	8	9	10	11	12

Human Lives Lost.	Damage to Public utilities (in Rs.)	Total damage (col. 8+10+12+14)
13	14	15

Annexure XIV
GOVERNMENT OF PUNJAB
DEPARTMENT OF REVENUE
(ERTL - BRANCH)

To

1. The Commissioner,
Patiala / Ferozepur / Jullundur Division.
2. All the Deputy Commissioners in the State.

Memo No. 7/29/80-ERTL-I/17087
Chandigarh, dated the 8-12-82.

**Subject Disbursement of gratuitous relief to the landowners / tenants / seeris
and Kamis etc. (agriculture labourers) on account of damage to their
standing crops by heavy rains / floods / hailstorms.**

--..--

According to the existing Govt. instructions, gratuitous relief is given to the persons on account of damage / loss caused to their standing crops by natural calamities viz heavy rains / floods and hailstorms at the scales of relief specified in respect of each type of calamity. With a view to bringing uniformity in the scales of relief, the matter has been under the consideration of the Government for some time and the Governor of Punjab is now pleased to order that henceforth, the gratuitous relief for the loss or damage to standing crops by heavy rains / floods / hailstorms in the State, will be admissible to the landowners / tenants / seeris and kamis (agricultural labourers), in respect of each field upto a maximum of 7 acres or the actual area affected, whichever is less, depending on the damage caused, according to the following scales :-

- | | | |
|----|--|--------------------|
| a) | where the loss to standing
crops exceeds 75% | Rs. 300/- per acre |
| b) | where the loss to standing crops
exceeds 50% but does not
exceed 75% | Rs. 200/- per acre |
| c) | where the loss to standing
crops exceeds 25% but does
not exceed 50% | Rs. 100/- per acre |

The amount of relief payable will be apportioned amongst the landowner / tenant / Seeris / Kamis etc. (agricultural labourers) in the ratio in which the crop is shared amongst them irrespective of the fact whether their share in the crop is mentioned in the revenue record / crop inspection reports or not, and where a fixed rent is payable by the tenant, the amount of relief payable will be apportioned amongst the tenant / Seeris and Kamis etc (agricultural labourers) in the ratio in which the crop is shared amongst them irrespective of the fact whether their share in crop is mentioned in the revenue record / crop inspection reports or not and the landowner will not get any relief. For ascertaining the shares in crop the Deputy Commissioner would make suitable arrangements for enquiry at the village level by responsible Revenue Officers.

2. The above scales of relief will be applicable till further orders.
3. The expenditure involved is debitable to the budget grant under the head "289-Relief on account of Natural Calamities."
4. The instructions contained in para (1) (III) of the Punjab Govt. Memo No. 3989-ERTL-I-80/14096, dated 19th August, 1980, Memo No. 1778-ERTL-I-80/9663, dated 21st May, 1980, and para 1 of Memo No. 6364-ERTL-I-81/4806, dated 19th April, 1982 regarding the disbursement of gratuitous relief for the loss to standing crops by the natural calamities shall stand modified to the above extent.

Sd/-

Under Secretary to Govt., Punjab,
Revenue (AR) Department.*

Chandigarh, dated the 8-12-82

No. 7/29/80-ERTL-I/17088

A copy is forwarded to the Accountant General, Punjab, Chandigarh for information.

Sd/-

Under Secretary to Govt., Punjab,
Revenue (AR) Department.*

A copy is forwarded to the Financial Commissioner and Secretary to Govt. Punjab, Finance Department, for information with reference to U.O.No. 1/273/82-Cabinet, dated 25th October, 1982, from Superintendent Cabinet Affairs Branch, Department of General Administration, Government of Punjab, addressed to him.

Sd/-

Under Secretary to Govt. Punjab,
Revenue (AR) Department.

To

The Financial Commissioner and
Secretary to Govt., Punjab.
Finance Department.

U.O.No. 7/29/80-ERTL-I/17089, Chandigarh, dated the 8-12-82.

A copy is forwarded to the Joint Secretary (Coordination) Department of General Administration, Govt. of Punjab (Cabinet Affairs Branch) for information with reference to his U.O.No. 1/273/82-Cabinet, dated 25th October, 1982.

Sd/-

Under Secretary to Govt., Punjab,
Revenue (AR) Department

To

The Joint Secretary (Coordination)
Department of General Administration,
Government of Punjab (Cabinet Affairs Branch)

U.O.No. 7/29/80-ERTL-I/17090 Chandigarh, dated the 8th Dec. 1982.

A copy is forwarded to the Deputy Secretary to Government Punjab, Revenue Department (in Accounts Branch) for information.

Sd/-

Under Secretary to Govt., Punjab,
Revenue (AR) Department.*

To

The Deputy Secretary to Government, Punjab,
Revenue Department (in Accounts Branch)

U.O.No. 7/29/80-ERTL-I/17091, Chandigarh, dated the 8th Dec. 1982.

NATURAL CALAMITIES
TOP PRIORITY

GOVERNMENT OF PUNJAB
DEPARTMENT OF REVENUE
(ERTL BRANCH)

To

- i) The Commissioner,
Jullundur / Patiala / Ferozepur Division.
- ii) All the Deputy Commissioners in the State.
- iii) All the Sub Divisional officers (C) / Tehsildars
in the State.

Memo No.7/4/80-ERTL-1/1177
Chandigarh, dated the 24th January, 1983.

**Subject. Natural Calamities - Assessment of damage to life, crops and other property
Disbursement of gratuitous relief to the affected persons.**

The Punjab Flood & other Emergency Relief Manual is under revision. Till its revision and printing, latest instructions of Government issued on the subject are consolidated herewith for facility of reference for field officers. However, old cases are to be disposed of in accordance with instructions applicable during the period to which the cases pertain. While consolidating policy instructions proforma I, II, III and IV have been prescribed now for intimating extent of damage to crops, houses, loss of human lives, cattle heads by natural calamities and funds required for disbursement of relief in paras 9, 11, and 12 of this memo.

Report of Natural Calamities

Report about occurrence of Natural Calamities.

All the Districts are fully equipped with wireless communications and other facilities. Government expect that in case a natural calamity like hailstorms, floods, lightning, earthquake, locusts etc occurs, first report or intimation be furnished to Government without any loss of time. No doubt, the parameters of the loss cannot be indicated in the first report but there should be no occasion for the fact of occurrence of natural calamity coming to the notice of Government through the press reports or other sources.

Chapter IV part I of Punjab Flood & Other Emergency Relief Manual & Punjab Government memo No. 7/71/78-ERTL-(1)/12635, dated 19-6-1978. (Annexure VI).

3. During the rainy season, daily Flood situation Report is issued from the State Headquarters and copies thereof are sent to the Government of India and the various Departments of the State Government. Therefore, Daily Flood Situation Reports should be resumed with effect from the 1st July or earlier every year, on the occurrence of rains and the Reports despatched to Government, by post, through "Recorded Delivery" (in the prescribed proforma) to enable punctual and regular despatch of Daily Report to the various offices of Central and State Governments. Similary Weekly Flood Situation Report, in the prescribed proforma, be sent to Government on every Friday positively.

(Chapter IV Part I of Punjab Flood & Other
Emergency Relief Manual and Memo No. 1/35/82/
ERTL-IV/7741, dated 18th June. 1982 Annexure VI)

Assessment of damage to standing crops by Natural
Calamities such as heavy rains / floods / hailstorms and
to the eligible persons.

4. The normal girdawari of Rabi and Kharif crops are conducted during the year, in the months of March / April and October / November. The assessment of the damage to the crops is ordinarily, to be based on the normal girdawari because it is only at the time of normal girdawari that the exact loss to a particular crop by a natural calamity can be ascertained. However, if natural calamity occurs in a particular District / the village after girdawari inspection has been carried out, watchful eye be kept on all areas where any damage is reported or claimed, to have special crop inspection carried out by gazetted officers where Kharaba is reported on any significant scale and to order fresh crop inspections, where damage occurs after girdawari inspection has been carried out early in March or October. Further, where the crop is not damaged but has lodged, a fresh crops inspection in the second week of April or November be arranged.

(Punjab Government Memo No. 1136-ERTL-1-81/375, dated
(18-3-1982 Annexure VII)

5. Special girdawari be undertaken only after a period of ten days of the date of occurrence of the natural calamities and the special Girdawari be completed within a week in a particular district / village if normal girdawari has already been undertaken before the occurrence of natural calamity. The work relating to the determination of gratuitous relief for disbursement to the affected persons be completed, within a week of the assessment of damage.

(Punjab Government Memo No. 7/16/81-ERTL-1/16954,
(dated 18-11-1981 and para 1 (a) of memo No. 24-
(ERTL-1-80/4863, dated 12th March, 1980 Annexure VIII & IX)

6. In order to have proper assessment of the damage to crops by natural calamities and to eliminate the chances of complaints, assessment of damage by Patwaris be verified Cent percent by the Kanungo / Circle Revenue Officers, 50% by the Sub Divisional Officers (C) and random check be undertaken by the Deputy Commissioners. Further,

- i) The Patwari at the time of making assessment of damage in a particular village, should send advance intimation, in writing to the village panchayat through its Sarpanch.
- ii) To avoid party faction in the villages, and to minimum the chances of complaints, assessment be made in the presence of the members of the village panchayat.
- iii) In case the members of the panchayat do not turn up despite intimation, the patwari should not withhold the assessment of damage on that account but should proceed according to the scheduled Programme.
- iv) The Tehsildar / Sub-Divisional Officer (C) should while undertaking the checking of the assessment made by the patwari, inform the M.L.A. in whose constituency the village falls, so that he could also join the inspection, if so desired (para 1(b) and para 3 of Punjab Government Memo No. 24-ERTL-1-80/4863, dated 12-3-1980 Annexure IX).

7. While determining the gratuitous relief for disbursement to the affected persons, villagewise / khewatwise lists be prepared for the damage to crops by natural calamities, based on the regular girdawari or the special girdawari, as the case may be, for formulation of the exact demand for funds for disbursement of relief, as per approved scales, to the landowners / tenants on account of loss to their crops.

8. The Deputy Commissioners will be personally responsible to ensure that proper assessment of damage to crops etc by natural calamities is conducted and village wise / khewat wise list are completed within stipulated period of the occurrence of Natural Calamity.'

(Punjab Govt. Memo No. 7/16/81-ERTL-1/16954, dated
(18-11-1981 & para 1(a) of Punjab Govt. memo. No. 24-
(ERTL-1-80/4863, dated 12-3-1980 Annexure VIII & IX)

9. The Deputy Commissioners will furnish information about the damage to the standing crops by natural calamities, in the proforma at Annexure-I. This information would also indicate the Tehsilwise breakup of the damage, based on the villagewise / khewatwise lists and the extent of the damage according to the percentage of loss or damage with the quantum of relief admissible, as per approved scale. These reports shall be sent to the Commissioners with a copy to the State Government.

10. Before forwarding these reports to the Commissioner / State Government, the Deputy Commissioners will satisfy themselves that villagewise / khewatwise lists of damage to crops by the natural calamity on the basis of normal Girdawari or special Girdawari, if required to be conducted are available in the Tehsil Offices, preferably with a copy thereof in the District Office, for inspection.

11. The case of damage or loss of residential houses or death of the breadwinners or the members of the family or loss of live stock, by natural calamities, verification of damage should be made immediately and ordinarily not later than a week from the date of incidence. Reports about the same should be sent in Proformae at Annexure-II & III, Annexure II being for houses etc., and Annexure III for death of human beings and live stock.

12. In case of severe calamity viz floods when subsistence grants for human beings and fodder grants for cattle are to be given, the Deputy Commissioners will send the reports in Annexure IV.

Scales of Gratuitous Relief

Scale of Gratuitous Relief (Flood Relief)

13. i) **Grant for temporary shelter.**

Rs. 50/- per family for construction of temporary shelter.

ii) **Subsistence grant**

Subsistence - grant at the rate of Rs. 40/- per head per month in lieu of free food and other necessities of life irrespective of the fact whether they are in evacuation camps or relief camps or marooned villages, for a maximum period of two months. Flood stricken persons whether, major, minor, infant are to be treated alike. However, the actual period for which this grant is to be given is dependent on the local conditions.

iii) **Grant for fodder**

Rs. 30/- per animal subject to a maximum of 8 animals per family.

(Para 1(vii), 1(i) & 1(v) of Punjab Govt. Memo No. 3989-

(ERTL-I-80/14096, dated 19th August, 1980 Annexure X)

14. i) **Grant on the death of a breadwinner by heavy rains / floods / fire or lightning / collapse of house, Pillar or pole by furious duststorm.**

Rs. 5,000/- to the heirs of the deceased breadwinner. (Punjab Govt. memo No. 3989-ERTL-I-80/14096, dated 19.8.1982, memo No. 799-ERTL-I-80/4323, dated 4.3.1980 and Memo No. 2423-ERTL-I-81/6263 dated 4.5.1981

Annexure X, XI & XII.

ii) **Grant to the next kin of deceased non-breadwinner by floods / heavy rains / fire / lightning.**

Rs. 1500/-

(Punjab Govt. memo No. 7/4/80-ERTL-I/19260, dated 17.11.82 read with Punjab Govt. memo No. 2423-ERTL-I-81/6263 dated 4.5.1981 Annexure XII & XIII).

iii) **Grants for animals lost on account of heavy rains / floods.**

(a) per bullock / buffalo. Rs. 650/-

(b) per cow. Rs. 400/-

(c) per goat / sheep Rs. 100/-

15. House Repair Grants (in Rural & Urban Areas) Damage by Heavy rains / Floods.
- i) For a pucca house : Upto Rs. 1500, if totally damaged.
Upto Rs. 800, if partly damaged.
 - ii) For a Kacha house : Upto Rs. 800, if totally damaged.
Upto Rs. 400, if partly damaged.
 - iii) For a hut : Upto Rs. 200, if totally damaged.
Upto Rs. 100, if partly damaged

The above scales of house repair grants are the maximum. Actual amount payable to a sufferer is to be determined according to actual damage suffered.

(Para 1(ii) of Pb. Govt. memo No. 3989-ERTL-I-80/14096, dated 19.8.1980 Annexure X).

16. **Gratuitous Relief on account of damage to standing crops by heavy rains / floods / hailstorms.**

Gratuitous Relief on account of damage to the standing crops by natural calamities viz heavy rains / floods / hailstorms be disbursed to the landowners / tenants / seeris and Kamis (Agricultural labourers) according to the villagewise, Khewatwise lists prepared for the damage to crops by the natural calamities based on the regular girdawari or special girdawari, as the case may be for the purpose of assessment / disbursement of relief on the following prescribed scales and distribution of relief completed within a period of 15 days :-

i) Gratuitous Relief is admissible on account of damage to standing crops by heavy rains, floods / hailstorms to the landowners / tenants (agricultural labourers) seeris and kamis in respect of each field upto a maximum of 7 acres of the actual area affected, whichever is less, depending on the damage caused :-

Scales of Relief

- a) where the loss to standing crops exceeds 75% : Rs. 300/- per acre.
- b) where the loss to standing crops exceeds 50% : Rs. 200/- per acre.
but does not exceed 75%
- c) where the loss to standing crops exceeds 25% : Rs. 100/- per acre.
but does not exceed 50%.

The amount of relief payable will be apportioned amongst the landowners / tenants / seeris / kamis etc. (agricultural labourers) in the ratio in which the crop is shared amongst them irrespective of the fact whether their share in the crop is mentioned in the revenue record / crop inspection reports or not, and where a fixed rent is payable by the tenant, the amount of relief payable will be apportioned amongst the tenant / seeris / kamis etc. (agricultural labourers) in the ratio in which the crop is shared amongst them irrespective of the fact whether their share in crop is mentioned in the revenue record / crop inspection reports or not and the landowner will not get any relief. For ascertaining the shares in crop the Deputy Commissioner would make suitable arrangements for enquiry at the village level by responsible Revenue Officers.

(Memo No. 7/29/80-ERTL-1/17087, dated 8th December, 1982 Annexure XV)

17. Barseem Crop is regenerative and gives successive cuttings. Any damage by hailstorm or some other natural calamity during the month of December to March, would, ordinarily, affect one cutting. Such damage in the month of April and May, however, results in shrivelling of the crop which may not then re-generate. However, by that time the crop would, ordinarily, have given a number of cuttings. Therefore, unless there be repeated hail, rain etc or the cumulative effect of all these with subsequent atmospheric conditions is complete or substantial damage, the cultivator would not be benefit of the crop or return therefrom. In case of any hailstorm / rain etc, during the earlier months (December to March), loss of one cutting may be there, while in case of any such calamity in April/May, the last seed crop would be damaged or lost. Taking an over-all view, the possibility of 'Barseem' crop suffering loss exceeding 25% and up to 50% would not arise unless the fodder crop is repeatedly damaged thus reducing the total fodder output to less than 50%. Only in such an eventuality would payment of relief be justified. The only other case where relief would seem justified would be where the crop had been kept for seed and is damaged more than 50% by hailstorms / rain etc, in April and May. Thus, relief be considered for "barseem" crop only in the light of this clarification.

(Pb. Govt. Memo No. 6364-ERTL-1-81/4806, dated 19-4-82)
Annexure XV)

18. Gratuitous Relief to persons who suffer on account of fire or lightning.

- i) For animals lost, at the rate of Rs. 650/- per bullock / buffalo, Rs. 400/- per cow and Rs. 100/- per sheep / goat.
- ii) For other losses, relief is 20% of the total loss subject to a maximum of Rs. 6,000/- in any individual case. It is to be ensured that relief from all sources, including the relief Funds, should not exceed these limits.

This gratuitous relief is admissible to those kamis, poor persons, deserving petty traders and farmers (both on the rural and urban areas) who cannot resort to insurance and are unable to bear the loss and whose income from all sources does not exceed Rs. 500/- P.M.

(Punjab Govt. Memo No. 2423-1-RT1-1-81/6263
dated 4-5-81 Annexure XII)

Disbursement of Relief

Disbursement of Relief

19. Gratuitous Relief in the shape of grants for temporary shelters, subsistence grants and fodder grants be disbursed to the eligible persons affected by heavy rains / floods immediately on receipt of funds and not later than a week in any case. The disbursement of relief for loss of lives or cattle or damage to houses be completed within a week from the date of release of funds, or the basis of verified lists. Like this, on release of funds distribution of relief for loss of crops is to be made on the basis of the verified villagewise / khewatwise lists within the stipulated period.

In order to ensure proper disbursement of relief to the persons affected by natural calamities and to eliminate the chance of complaints, the record regarding the disbursement of relief be checked by the Sub Divisional Officer (C) and random check up undertaken by the Deputy Commissioners.

20. The Deputy Commissioners will be responsible to ensure personally that the assessment of damage to crops etc. by natural calamities is completed and lists for payments of relief prepared within

stipulated period. When there is heavy work load, the local patwari be assisted by Patwaris of other circles for assessment of damage to crops etc., by natural calamities.

Further, the actual distribution of gratuitous relief is the responsibility of the Revenue Officers, but the Deputy Commissioners may associate and employ settlement officers, Consolidation Officers, Assistant Consolidation Officers and Block Development & Panchayat Officers for this purpose. If considered necessary Magistrates can also be deputed for this work by the Deputy Commissioners.

Punjab Government Memo No. 1861-ERTL-I-78/13124
dated 23-6-1978 Annexure XVI)

Utilization Certificate

Submission of Utilization Certificate

21. Distribution of all kinds of gratuitous relief to the persons adversely affected by natural calamities such as floods / heavy rains / hailstorms etc., should normally be made within a period of a month of the date of release of funds at the most. Therefore, the utilisation certificates be sent to the Deputy Secretary to Government, Punjab, Revenue Department (In Accounts Branch) with a copy to E.R.T.I. Branch, within a period of 2 months of the date of release of funds.

The above mentioned consolidated instructions may be brought to the notice of all concerned for meticulous compliance.

Receipt of this communication be acknowledged.

Enclosures :-

Annexures

I to XVI

sd/-

Joint Secretary to Government,
Punjab, Revenue Department.

A copy is forwarded to the Deputy Secretary to Government, Punjab, Revenue Department (in Accounts Branch) for information.

Enclosures :-

Annexures

I to XVI

sd/-

Joint Secretary to Government,
Punjab, Revenue Department.

To

The Deputy Secretary to Government, Punjab,
Revenue Department (in Accounts Branch)

U.O.No. 7/4/80-ERTL-I/1178

Chandigarh, dated the 24th Jan. 1983.

ANNEXURE - I

Nature of Calamity.	Date of occurrence of Calamity	Name of Tehsil.	Number of Villages affected	Area affected in acres.	Damage to crops in acres			
					(i) upto 25%	(ii) 26% to 50%	(iii) 51% to 75%	(iv) Above 75%
1	2	3	4	5	6	7	8	9

Amount of gratuitous relief
required for
disbursement.

10

ANNEXURE 11

Damage to houses by heavy rains / floods.

Date of occurrence of Calamity.	Name of Tehsil	Number of Villages/ towns affected.	Number of Pucca / Kacha / and Huts damaged		Kacha houses		Huts	
			Pucca Houses		Kacha houses		Huts	
			Totally damaged	Partly damaged	Totally damaged	Partly damaged	Totally damaged	Partly damaged

Amount of
gratuitous
relief required
for disbursement.

Annexure III

Loss of human lives and live stock.

Nature of Calamity	Date of Occurrence of Calamity	Name of Tehsil	Number of Villages / Towns affected.	Number of of bread winners lost.	Number of non-bread winners lost.
1	2	3	4	5	6

Amount of gratuitous relief required for disbursement	Number of bullocks / buffalos lost.	Number of cows lost.	Number of goats / sheep lost.	Amount of gratuitous relief required for disbursement.
7	8	9	10	11

Annexure - IV

Statement justifying disbursement of subsistence grants, fodder grants, grants for temporary. Shelter

Date of occurrence of Calamity Floods.	Name of Tehsil	Number of families to whom subsistence grant is to be distributed.	Number of persons in each family to whom subsistence grant is to be disbursed.	Period for which grant is to be given.	Amount of gratuitous relief required for disbursement.
1	2	3	4	5	6

Number of families to whom fodder grants are to be disbursed.	Number of Cattle in each family to whom fodder grants are to be disbursed.	Amount of gratuitous relief required for disbursement	Number of families to whom grants for temporary shelters are to be given.	Amount of gratuitous relief assessed for disbursement.
7	8	9	10	11

GOVERNMENT OF PUNJAB
DEPARTMENT OF REVENUE
(E. R. T. L. BRANCH)

To

- i) All the Commissioners in the State.
- ii) All the Deputy Commissioners in the State.

Memo No. 6/18/83-ERTL-1/7667

Chandigarh, dated the 18.7.84.

Subject : Disbursement of gratuitous relief to the persons adversely affected by fire or lightning.

.....

Reference is invited to Memo No. 3233-ERTL-(I) 74/13515 dated 17th June, 1984 wherein the need to eliminate delay in finalisation of cases pertaining to disbursement of relief to the sufferers of fire or lightning by keeping in view the consideration of the following facts was stressed:-

- a) Profession and monthly income of the persons adversely affected by fire or lightning.
- b) Whether the persons adversely affected by fire or lightning are having agricultural land or immovable property if so, their monthly income from the same.
- c) Reasons for outbreak of fire.
- d) Whether sufferers of fire made any report to the Police; if so, details of the same.
- e) Details of immovable/movable property destroyed.
- f) Whether movable/ immovable property destroyed by fire or lightning was got insured.
- g) Details of loss suffered by sufferers of fire or lightning.

Though the need for finalisation of such cases on top priority basis was stressed but still instances of avoidable delay caused in the disposal of cases pertaining to disbursement of relief to persons adversely affected by fire lightning are quite common. Therefore, it is hereby, reiterated that these cases be finalised on top priority basis and gratuitous relief disbursed to the sufferers of fire or lightning within a period of two months from the date of occurrence of said calamities.

3. The receipt of this communication may please be acknowledged.

sd/-

Under Secretary to Govt., Punjab.
Revenue (AR) Department.

FLOOD EMERGENCY

MOST IMMEDIATE

GOVERNMENT OF PUNJAB
DEPARTMENT OF REVENUE
(ERTL BRANCH)

To

1. All the Commissioners of Divisions, in the State.
2. All the Deputy Commissioners in the State.
3. All the Sub-Divisional Officers (Civil)/All Tehsildars in the State.

Memo No. 5/108/88-ERTL. V/9737

Chandigarh, dated the 10th October, 1988.

Subject: Policy Instructions regarding relief for persons affected by floods during the 1988 Monsoon season.

Introduction

As you are fully aware, the flash floods during September-October, 1988 have been unprecedented in Punjab's History of Natural Calamities, in terms of the scale of havoc that they have wrought in the state. The floods have resulted in marooning of a large number of villages on both sides of our principal rivers i.e. Ravi, Beas and Sutlej, forcing people to seek shelter on roof tops, trees and tops of embankments, etc. to save their lives. a large number of human beings and cattle have been washed away along with house-hold goods such as food stuffs, fodder stocks, clothing and other articles. Besides, in a large number of other villages, the torrential rains have caused heavy damage to standing and harvested crops, houses, fodder stocks and cattle, etc. Tubewells and farm machinery in the flood affected villages have been badly damaged. A very large number of Katcha houses have collapsed or have been washed away and many pucca houses have also been badly damaged. Floods have also resulted in large scale damage to public utilities, such as roads, irrigation channels, flood protection embankments, buildings etc. While the detailed assessment of damage in various sectors may take some more time, on the basis of the

available information, a detailed Memorandum is being prepared for submission to the Government of India for seeking Central Assistance to the maximum possible extent.

2. In the meanwhile certain decisions have been taken by the State Government to extend some immediate relief to the people in the flood affected areas. In the following paragraphs the policy regarding relief and procedures for carrying out proper assessment and disbursement etc. are spelt out.

1. LOSS OF HUMAN LIFE

Even though the figures for loss of human lives reported to the State Control Room upto 9.10.1988 reflect a total of 616, the actual loss may be substantially higher. In order to arrive at the correct figure for loss of human life. Deputy Commissioners may utilise the services of Head-masters of local Government schools for carrying out a verification with the help of the Voters lists of each village, in the presence of village elders such as Lambardars, Sarpanches and Members Panchayats. The particulars of persons reported to be missing or dead in the wake of the recent floods should be noted down and a copy of the list sent both to the Sub-Divisional Headquarters and the District Headquarters. This exercise has to be carried out more particularly for all the marooned village which had to face the full on slaught of the surging floods.

As regards the rate of relief, Government has decided to allow an ex-gratia grant to the next of kin of a deceased person, at the rate of Rs.15,000/- per adult and Rs.5,000/- per minor who has lost his life in the floods.

Efforts should be made to disburse the ex-gratia grants to the next of kin as early as possible, so that the families concerned are able to take some steps towards their rehabilitation.

II. RELIEF FOR LOSS OF CATTLE AND OTHER ANIMALS

The floods have taken a very heavy toll of cattle and many farmers as well as agricultural labourers have been deprived of this valuable asset. Though the replacement cost of milch cattle is considerable higher, keeping in view paucity of resources, it has been decided by the State Government to allow relief at a uniform scale of Rs. 1,000/- per head of milch cattle lost in the floods. The same rate will also apply to loss of camels. As regards relief for loss of goat and sheep, the rate of relief is being raised from Rs. 100/- to Rs. 200/- per head. Assessment of cattle loss etc. should be carried out by gazetted officers with the help of the staff of the Animal Husbandry Department. While carrying out the assessment, village elders should be associated along with other interested community representatives.

III. RELIEF FOR HOUSE DAMAGE

In respect of house damage, it is clarified that the relief is admissible only for a residential house and can be paid for only ONE house per family even though a large number of houses belonging to that family may have been damaged. Sheds used for tethering cattle or storage of fodder straw, etc. are not eligible for getting house-damage relief. House-damage relief will be admissible at the following scales:-

i)	Pucca House -	Fully damaged	Rs. 2,000/-
		Partially damaged	Rs. 1,000/-
ii)	Katcha House -	Fully damaged	Rs. 1,000/-
		Partially damaged	Rs. 500/-
iii)	Hut -	Fully damaged	Rs. 250/-
		Partially damaged	Rs. 125/-

It is certified that in order to qualify for being categorised as partially damaged, there should be significant and visible damage such as collapse of a wall, portion of roof, settlement of foundations resulting in serious cracks etc., to the extent of 50% overall damage. A fully damaged house would be one which would require to be fully re-constructed.

While carrying out the assessment through Gazetted Officers, village elders should also be associated alongwith other interested community representatives.

IV. FODDER RELIEF

Floods in Ravi, Beas and Sutlej have washed away fodder stocks in practically all marooned and washed away village. Likewise, floods in River Ghaggar and its tributaries also resulted in the washing away of fodder stocks in a number of villages. To meet the immediate needs of fodder in such villages, it has been decided that fodder grant should be allowed at the existing rate of Rs. 30/- per month per cattle subject to a maximum of 8 heads of cattle per family, for a period of two months. For the villages which have become accessible the fodder grant may be paid in cash rather than in kind. The mode of payment "by cash" is explained in Para No. XIII infra. In so far as villages which are still in-accessible or marooned, it has been decided that concentrated cattle feed at the scale of 2 Kg. per head of cattle per day should be provided free of cost till they continue to be marooned. Thereafter, such villages will be entitled to receive fodder relief at the normal rate of Rs. 30/- per animal per month subject to a maximum of 8 heads of cattle per family.

Identification of marooned and other villages where fodder stocks have been washed away and where fodder grant is to be allowed is being left to the Deputy Commissioner. They should issue a certified list under their signatures for further preparation of village-wise lists, etc. by the officers put on this duty. In this case also the assessment should be made by the gazetted officers in the company of village elders and other community representatives who wish to be coopted.

V. SPECIAL RELIEF FOR INHABITANTS OF MAROONED AND WASHED AWAY VILLAGES.

As stated earlier, the recent floods have resulted in marooning / washing away of a very large number of villages which have had to face the full fury of floods. All the houses situated in these villages got flooded resulting in loss of house-hold goods including food stuffs, clothing and other articles. These inhabitants require special assistance for their rehabilitation in terms of supply of some basic requirements such as food, clothing and blankets. It has, therefore, been decided that for two months i.e. October and November, 1988 all such inhabitants may be provided the following items of relief free of cost :-

- a) For a family of 5 or more members, 2 bags of wheat of 95 Kgs. each alongwith a cash grant of Rs. 480/- to cater to the food requirements of the family upto the end of December, 1988. In case the family wishes to get whole meal atta in place of wheat, the equivalent quantity of atta should be supplied.
- b) 15 meters of cloth per family of 5 members or more.
- c) 2 blankets per family.

A family will be deemed to comprise to husband, wife, children, dependent parents and any other members wholly dependent on the head of the family. An adult married son having a separate kitchen and paying separate chullah tax will be reckoned as a separate family unit for purposes of this relief. In case the family comprises of less than 5 members, the relief is to be allowed at the rate of Rs. 90/- per member per month for 2 months. In such cases, the choice may be left to the Head of the family whether he wants to get the food grant wholly "in cash" or partly "in cash" and partly in kind. Similarly, the cloth allowance will be limited to 3 meters per member of the family. However, two blankets will be admissible for such families also.

In so far as the mode of distribution of wheat/atta in kind is concerned, in case the village has become accessible by road, permits should be issued on a specified godown / flour mill situated as close to the affected village as possible from where the permit - holder can obtain the supply of wheat / atta himself. Permit - holders should be encouraged to arrange transportation of wheat, etc. to the village on a community basis, as had been done during the relief operation in June - August, 1987.

The Deputy Commissioners should settle the details of food / godowns / flour mills from which wheat / atta is to be provided in consultation with the concerned District Food and Supplies Controllers.

As regards the supply of cloth, the Deputy Commissioners should arrange the required supply of cloth at a price not exceeding Rs. 10/- per meter through Punjab State Handloom and Textile Corporation. As regards blankets, the Deputy Commissioners should arrange the required supplies through the Punjab State Handloom and Textile Corporation at a ceiling price not exceeding Rs. 80/- per blankets. The actual rate paid to the supplier should be as per the rate contract approved by the Controller of Stores for the current financial year or by the Financial Commissioner, Revenue.

VI. LAND REVENUE AND ABIANA

Government have decided to remit land revenue and abiana for the Kharif, 1988 crop in all marooned and washed away villages. The remission will also be admissible in other villages in respect of farmers / tenants who have suffered more than 50% damage to their crops. While deciding the eligibility of an individual farmer for remission of land revenue and abiana, his total holding in that village will be taken into consideration. For example, if a person owns 10 acres of land in a village out of which 4 acres have suffered 100% damage, he will not qualify for remission of land revenue and abiana, as his over-all percentage of damage for the purposes of this relief works out to only 40%.

VII. COOPERATIVE LOANS

Government have decided that pending the conversion / re-scheduling of short term and medium term cooperative agricultural loans, recovery of such loans should be stayed in respect of farmers who have suffered more than 50% damage to their crops. For purposes of this concession, the percentage of damage will be calculated in the same manner as applicable to land revenue and abiana discussed in the preceding paragraph.

VIII. ELECTRICITY BILLS

The recovery of electricity bills in respect of both domestic and agricultural tubewell connection has been stayed in respect of marooned villages as well as in respect of other individuals who have suffered more than 50% crop loss. Detailed instructions in this behalf will be issued by the Punjab State Electricity Board.

IX. AGRICULTURAL WORKERS

It has been decided that landless agricultural workers in both marooned villages as well as other villages affected by heavy rains and floods, landless agricultural workers should be given priority in the matter of employment while undertaking repairs of public utilities by the concerned departments and undertaking repairs of community assets through N.R.E.P., R.L.F.G.P. In addition, such workers who are inhabitants of marooned or washed villages, will be entitled to special relief mentioned in para V above.

X. SUPPLY OF FREE WHEAT SEED FOR RABI, 1988 CROP

Government have decided that free wheat grain for use as seeds at the rate of 40 kg. per acre should be distributed in respect of land holding not exceeding 5 acres, where the damage to the farmers' crop exceeds 50%, taking over his entire holding in the village. The free seed will be admissible only in respect of acreage sustaining more than 50% damage.

XI. CROP DAMAGE RELIEF

Though the actual scales of relief for damage to crops are yet to be decided and will be communicated later on, the scheme of relief will be as under :-

1. Relief will be admissible for a maximum of 5 acres of damaged crop per khatauni. If the Khatauni has more than one co-sharer, the total relief admissible will be divided among the co-sharers in proportion to their shares.
2. Within the ceiling of 5 acres, if for example, 3 acres have sustained damage between 76% to 100% and 2 acres have sustained damage between 51% to 75%, the relief payable will be worked out in accordance with the different scales allowed for different categories of damage.
3. In case of land which is being cultivated by a tenant on chakota rent and chakota has already been paid for the Kharif, 1988 crop to the landlord, the relief admissible will be paid entirely to the tenant.

In the case of a tenant who is obliged to pay batai, the relief admissible will be shared between the landlord and tenant in the ratio of 1/3:2/3.

4. Sometimes, though the khasra girdawari shows that the land is under self-cultivation of the owners, in actual practice, a tenant is cultivating the land. In such cases, the officer should, at the time of preparing the assessment list, hold a local enquiry from cultivators of neighbouring fields and village elders in order to ascertain as to who is in actual cultivation of the land. If it is found that the land is being cultivated by a tenant, the relief admissible should be paid to the tenant, etc. as per instructions contained in the preceding sub-paragraph 3.
5. Where an unauthorised cultivator is under cultivating possession of Government land, relief should be allowed to him to the extent of 2/3rd of the relief admissible, leaving 1/3rd share undisbursed as it pertains to Government's share as landlord. While disbursing the cultivators' share, any arrears of damage charges for unauthorised cultivation in the preceding years should be deducted.
6. The percentage of damage has to be worked out on field-to-field basis and no averaging is to be done for all the fields in the Khatauni, taken together. For example, if the Khatauni has 10 acres of land out of which, 5 acres have sustained damage between 76% to 100% while the remaining 5 acres are left unaffected, relief will be provided upto the prescribed ceiling of 5 acres for all the 5 acres which have suffered 76% to 100% damage, at the scale applicable to this category of damage.

XII. MODE OF ASSESSMENT

As has been clarified in the instructions issued vide Memo No. 7/39/88-ERTL.1/8395, dated 23.8.1988 the assessment of damage and preparation of lists of the persons eligible for receiving the relief should be undertaken through gazetted officers in the first instance itself, rather than leaving initial preparation to be done by village level revenue officials and thereafter getting the same verified by Supervisory Officers, 24 hours before the visit of the gazetted officer for assessment of loss, villagers should be informed by proclamation (Mushtri Munadi) and a record to this effect got entered in the Roznamcha Waqulati of the Patwari. At the time of carrying out the assessment, village elders such as Lambardars, Sarpanch, Members of Panchayats should be coopted any other community representatives who wish to assist in the assessment may be permitted to do so. Immediately after the assessment has been completed,

an open village assembly should be convened and the assessment list read out in the assembly. Any objections which are raised regarding the correctness of the list should be verified at the spot by the assessing officer and the list finalised there and then. A certificate should be recorded on the assessment list by the gazetted officer concerned bearing also the signatures of the village elders who have been associated during the assessment.

However, in the case of assessment of crop damage, the Circle Revenue Officer may be entrusted with the work of assessment even if he is himself not a gazetted officer. However, the same procedure of carrying out the assessment in the presence of the village elders will be applicable in the case of crop damage assessment also.

XIII. DISBURSEMENT OF RELIEF

As already conveyed vide Memo No. 5/8/87-ERTL.V/4985, dated 23rd May, 1987 the disbursement of relief has to be carried out through Account Payees cheques to prevent and bungling during the disbursement of relief, and to avoid future complaints from the affected people that they did not receive the full amount which was due to them under the Government Policy. The Practice of payment by account payee cheques which has been enforced since the relief operations during June-August, 1987 has elicited very positive response from the people and Kisan Organisations. Several Deputy Commissioners in the effected districts has made excellent arrangements with the nationalised banks/cooperative banks to minimise the inconvenience to beneficiaries who were receiving relief in the shape of account payee cheques. Bank representatives were also present in the villages at the time when the cheques were paid out. They opened the accounts of such of the farmers who did not already have their account in any bank, in the village itself. The cheques were also got credited by the beneficiaries into the newly-opened account in the village and the pass book showing credit entry of the amount was handed over to the beneficiaries there and then. By following this practice, the beneficiary was only required to go once to the bank and draw the amount standing in his account. On this occasion also the above practice should be adopted in all districts.

In so far as small amounts of upto Rs. 250/- are concerned till disbursement may be allowed by the Deputy Commissioners by bearer cheques if a branch of a bank is available within a distance of 2 kilometers from the village. However, if no such branch is available he may allow disbursement of such small amounts not exceeding Rs. 250/- in cash. Amounts less than Rs. 25/- should not be disbursed as it is likely to create harassment to the beneficiaries than providing him any tangible relief.

Disbursement of relief should be undertaken by gazetted officers in all cases in open village assembly which should be convened with prior notice of 24 hours given through public proclamation (Mushtri Munadi). A report of the proclamation should be entered in the Roznamcha Waqulati of the Patwari. The presence of village elders during disbursement should be ensured and disbursement registers should be got authenticated by village elders.

XIV. SUPERVISION AND CHECKING

Sub Divisional Officers (Civil), Deputy Commissioners and Commissioners of Divisions should conduct intensive tours of the area in their jurisdiction to supervise the working of the Disbursement Teams. They should ensure that the instructions issued by the Government are meticulously followed.

XV. DISPOSAL OF GRIEVANCES

The Deputy Commissioners / Sub Divisional Officers (Civil) should ensure that a proper record of complaints received about the assessment / disbursement is maintained and its regular monitoring is done. Weekly reports about the No. of complaints pending No. of complaints received and disposed of, may be intimated to the Government. As far as possible, it should be ensured that such complaints are attended to without any delay and are not allowed to remain pending for more than a week.

XVI. DISTRICT RELIEF COMMITTEES

You have already been requested to set up District level Disastrous Advisory Committees consisting of all Ex-MLAs belonging to the district and a representative each of the recognised political parties, namely, Congress (I), CPI, CPI (M), Janta, Lok Dal, BJP and Shromani Akali Dal. You should convene regular meetings of the above committees in your district and explain the details of the Government's relief policy to the members. Their suggestions should be invited and their assistance sought in the actual administration of the various relief measures. Minutes of such meetings should also be sent to the State headquarters for information. These committees should be kept informed about the number and nature of grievances and the action taken by the Administration in resolving them concerning flood relief.

XVII

MONITORING

- i) The Divisional Commissioners should monitoring the progress regularly in this respect and ensure that the time schedule is strictly followed.
- ii) One of the Addl. Deputy Commissioners at Headquarters should be designated by the Deputy Commissioners as Nodal Officer for monitoring the progress of Disbursement of Relief in the District and reporting the same to the Government and to the Divisional Commissioner every Monday. His name, designation, Telephone Nos. (both office and Residence) should be intimated to the Government.

XVIII.

AVOIDING OF MISTAKES POINTED OUT BY EARLIER AUDIT PARTIES

Audit Parties sent by Accountant General, Punjab for conducting Audit of the disbursement of relief on account of Natural Calamities have generally pointed out the following type of objections:-

- i) While disbursing of relief, land ceiling imposed by Govt. is not strictly followed leading to excess payment.
- ii) Assessment lists are not properly maintained.
- iii) Registers regarding accounts of disbursement are not properly maintained.
- iv) Disbursement certificates in respect of relief disbursed are not sent promptly to Accountant General (Audit).
- v) Audited and certified figures of expenditure are not sent in time, resulting in delay in the reconciliation of accounts.

The Deputy Commissioners should ensure that the assessment and disbursement record is properly maintained and is made available to the audit whenever asked for. They should also ensure that the audit objections pointed out above and also those indicated in the earlier audit notes are not repeated.

Apart from the supervision by Sub Divisional Officers (Civil), Deputy Commissioners and Divisional Commissioners, the following Headquarter Officers have also been deputed to carry out the required touring in the districts assigned to them for help and coordination vis-a-vis the Deputy Commissioners regarding the relief operations, clarifying the Government Instructions on the subject and bringing any difficulties being experienced by them to the notice of the State Government for remedial action :-

- | | | |
|----|--|---|
| 1. | Shri S. R. Bunger, IAS,
Special Secretary
Relief & Resettlement | Ropar, Patiala
Sangrur and
Bhatinda |
| 2. | S. Pritam Singh, IAS,
Director, Consolidation &
Land Acquisition, Punjab | Ludhiana Faridkot
and Ferozepur |
| 3. | Shri V.I.K. Sharma, IAS,
Director, Land Records,
Punjab, Jalandhar. | Jalandhar, Kapurthala
and Hoshiarpur. |
| 4. | Sh. Joginder Pal Singh Puri,
Director, Relief &
Resettlement, Punjab. | Gurdaspur and
Amritsar. |

You are requested to implement the foregoing instructions in letter and spirit and ensure proper compliance with these instructions by all officers put on Flood Relief Duty. This may please be attended to on Top-Priority basis.

Sd/-
(TEJENDRA KHANNA)
Financial Commissioner, Revenue,
Punjab, Chandigarh.

FLOOD EMERGENCY
MOST IMMEDIATE

GOVERNMENT OF PUNJAB
DEPARTMENT OF REVENUE
(E. R. BRANCH)

To

1. All the Commissioners of Divisions in the State.
2. All the Deputy Commissioners in the State.

Memo No. 13/22/90-ER-II/5824.

Chandigarh, dated the 12th September, 1990.

Subject. Instructions regarding relief for persons affected by floods during the 1990 monsoon season.

Recently some areas in Kapurthala district were flooded by the overflow of river Beas with the result that 300 families had to be evacuated to the Kapurthala Goindwal road / guide bunds. Damage to crops as well as houses have also occurred as reported by the Deputy Commissioner. Reports of damage caused by incessant heavy rains / floods have come from other districts too and monsoon season is still on. Floods / heavy rains may cause damage anywhere in the flood-prone areas of the State necessitating immediate disbursement of relief. While the detailed assessment of damage in various sectors may take some time but it may be necessary to disburse immediate relief to the affected / evacuated families on certain items. In this connection, the State Government have decided to issue guidelines for disbursement of relief according to following revised norms and procedure of assessment:-

I. LOSS OF HUMAN LIFE

In case of death of bread-winner or the members of the family by natural calamities, verification in this regard should be made immediately and ordinarily not later than a week from the date of incidence. Deputy Commissioners through Revenue agency should carry out verification with regard to loss of human lives with the help of Voters List of the village in the presence of village elders such as Lambardars, sarpanch and Members Panchayat. An ex gratia grant to the next kin of a deceased person may be given at the rate of Rs. 20,000 per adult, Rs. 5,000 per minor and Rs. 5,000 to the victim for the loss of limbs / eyes. Reports regarding human lives lost should be sent in proforma at Appendix 'O'.

II. SUBSISTENCE GRANT

Although wide spread damage has not been reported, yet there may be cases in which marooned persons have to be evacuated to safer places. It may be necessary to give subsistence grant to persons who are to stay in camps / temporary shelters as a result of evacuation. Maximum subsistence grant which can be given for the duration of their stay in camps / temporary shelters is indicated as under :-

- (a) Rs. 4 per head per day in cash or in kind as may be considered suitable.
- (b) 15 mt. of cloth per family of 5 members or more.
- (c) Two blankets per family.

Regarding (b) and (c), Deputy Commissioner concerned with the approval of the Commissioner may decide as to in which affected area cloth and blankets not exceeding the norm should be given. The above assistance will be limited to persons who are staying in camps / temporary shelters. Deputy Commissioners may grant appropriate assistance subject to maximum indicated above depending on the circumstances in each situation.

A family will be deemed to comprise of husband, wife, children dependent parents and any other members wholly dependent on the head of the family. An adult married son having a separate kitchen and paying separate chullah tax will be reckoned as a separate family unit for purposes of this relief.

As regards the supply of cloth, the Deputy Commissioner should arrange the required supply of cloth at a price not exceeding Rs. 10 per meter through Punjab State Handloom and Textile Corporation / any other approved Organisation. As regards blankets, the Deputy Commissioners should arrange the Organisation at a ceiling price not exceeding Rs. 80 per blanket. The actual rate paid to the supplier should be as per the rate contract approved by the Controller of Stores for the current financial year or by the Financial Commissioner, Revenue.

III. TEMPORARY SHELTER

At the first instance, the Deputy Commissioner should accommodate the families which are evacuated in some Schools, Dharamshalas, Gurdwaras etc. which are safer and can be used for this purpose. In the event of such buildings not being available, than one used tarpaulin black cover per family of the appropriate size may be provided for the temporary shelter on non-returnable basis if it is not possible to provide tents.

IV. FODDER RELIEF

To meet the immediate needs of fodder for the evacuated families, fodder grant of Rs. 3 per large animal per day and Rs. 1.50 per small animal per day may be allowed subject to a maximum of 8 heads of cattle per family if the Deputy Commissioner concerned considers it necessary to do so. The minimum number of days for which assistance may be given should be decided by the Deputy Commissioner. The fodder grant may be paid in cash rather than in kind.

V. LOSS OF CATTLE HEADS

The assessment of cattle heads lost should be carried out by the Gazetted Officer with the help of staff of Animal Husbandary Department. While carrying out the assessments, the Sarpanch and Lambardars, along with other village respectables, should be associated. If any census of animals of the village has been carried out, its data may be taken into account. Details of animals lost family-wise should be announced in the village assembly and the list should be signed by the Sarpanch, Patwari and Lambardar of the Patti. It has been further decided that the Deputy Commissioners will submit their report with regard to cattle heads lost in proforma at Appendix 'O' and sanction or relief under this item will be communicated after consideration of their reports. For calculation of funds, following norms of relief may be adopted :-

- (a) Rs. 1000 per buffalo / bullock / crossbred cow.
- (b) Rs. 400 per desi cow.
- (c) Rs. 200 per goat / sheep / other animal.

VI. CROP DAMAGE RELIEF

There are reports of damage to the crops in floods / heavy rains affected areas. Therefore, the assessment of the damage to the crops for the purpose of disbursement of gratuitous relief on account of loss to standing crops has to be carried out. Assessment is ordinarily to be based on normal girdawari because it is only at the time of normal girdawari that exact loss of a particular crop by natural calamity can be ascertained as normal girdawari for Kharif crop is done in October, it may be preponed in so far as flood affected areas affected by recent floods / rains are concerned. However, for the proper assessment of the damage to crops, following instructions may be followed :-

1. Relief will be admissible for a maximum of 5 acres of damaged crop per Khatauni. If the Khatauni has more than one co-sharer, the total relief admissible will be divided among the co-shares in proportion to their shares.

2. Within the ceiling of 5 acres, if for example, 3 acres have sustained damage between 76% to 100% and 2 acres have sustained damage between 51% to 75% the relief payable will be worked out in accordance with the different scales allowed for different categories.
3. In case of land which is being cultivated by a tenant on chakota rent and chakota has already been paid for the Kharif, 1990 crop to the landlord, the relief admissible will be paid entirely to the tenant.

In the case of a tenant who is obliged to pay batai, the relief admissible will be shared between the landlord and tenant in the ratio of 1/3 : 2/3.

4. Sometimes, though the khasra girdawari shows that the land is under self-cultivation of the owners in actual practice, a tenant is cultivating the land. In such cases, the officer should at the time of preparing the assessment list, hold a local enquiry from cultivators of neighbouring fields and village elders in order to ascertain as to who is in actual cultivation of the land. If it is found that the land is being cultivated by a tenant, the relief admissible should be paid to the tenant, etc. as per instructions contained in the preceding sub-paragraph 3.
5. Where an unauthorised cultivator is under cultivating possession of Government land, relief should be allowed to him to the extent of 2/3rd of the relief admissible leaving 1/3rd share undisbursed as it pertains to Government's share as landlord. While disbursing the cultivator's share, any arrears of charges for unauthorised cultivation in the preceding years should be deducted.
6. The percentage of damage has to be worked out on field - to - field basis and no averaging is to be done for all the fields in the khatauni taken together. For example, if the khatauni has 10 acres of land, out of which, 5 acres have sustained damage between 76% to 100% while the remaining 5 acres are left unaffected, relief will be provided upto the prescribed ceiling of 5 acres for all the acres which have suffered 76% to 100% damage at the scale applicable to this category of damage.

7. In order to have proper assessment of damage to crops by floods / rains, and to eliminate the chances of complaints, assessment of damage by Patwaris be verified cent per cent by the Kanungo / Circle Revenue Officers, 50% by the Sub-Divisional Officers (C) and random check be undertaken by the Deputy Commissioner. Further :-
- (i) The patwari at the time of making assessment of damage in a particular village should send advance intimation in writing to the village Panchayat through its Sarpanch.
 - (ii) To avoid party faction in the village and to minimise the chances of complaints, assessment be made in the presence of the members of the village panchayat.
 - (iii) In case the members of the Panchayat do not turn up despite intimation, the patwari should not withhold the assessment of damage on that account but should proceed according to the scheduled programme.
 - (iv) The Tehsildar / Sub-Divisional Officer (C) should, while undertaking the checking of the assessment made by the patwari, inform the M.P./Ex. M.L.A. in whose constituency the village falls, so that he could also join the inspection, if he so desires.

The Deputy Commissioner will furnish information about the damage to the standing crops by rains / floods at the earliest. Norms of relief will be intimated separately. These reports should be sent to the Commissioners with a copy to the State Government. Relief on account of crop damages will be sanctioned only after the consideration of reports submitted by Deputy Commissioners.

The Deputy Commissioners will be personally responsible to ensure that proper assessment of damage to crops etc. by rains / floods is conducted and intimated tehsilwise.

- VII. Since reports of damages to houses / huts have also been reported by recent rains / floods, assessment of damages is required to be made for the purpose of disbursement of relief.

In this connection, it is stated that the relief for house damage is admissible only for a residential house and can be paid for only ONE house per family even though a large number of houses belonging to that family may have been damaged. Sheds used for tethering cattle or storage of fodder straw, etc. are not eligible for getting house damage relief. For calculation purposes following scale of relief may be adopted :-

(i)	Pucca House	Fully damaged	Rs. 2,000/-
		Partially damaged	Rs. 1,000/-
(ii)	Katcha House	Fully damaged	Rs. 1,000/-
		Partially damaged	Rs. 500/-
(iii)	Hut	Fully damaged	Rs. 250/-
		Partially damaged	Rs. 125/-

It is certified that in order to qualify for being categorised as partially damaged, there should be significant and visible damage such as collapse of a wall, portion of roof, settlement of foundations resulting in serious cracks etc. to the extent of 50% overall damage. A fully damaged house would be one which would require to be fully re-constructed.

In case of damage to residential house, verification of damage should be made through survey ordinarily not later than a week from the date of incidence and reports about the same should be sent in proforma at Appendix 'N'.

The assessment of damage and preparation of lists of the persons eligible for receiving the relief should be undertaken through gazetted officers in the first instance itself, rather than leaving initial preparation to be done by village level revenue officials. At the time of carrying out the assessment, village elders such as Lambardars, Sarpanch, Members of Panchayats should be co-opted. Any other community representatives who wish to assist in the assessment may be permitted to do so. Immediately after the assessment has been completed an open village assembly should be convened and the assessment list read out in the assembly. Any objections which are raised regarding the correctness of the list should be verified at the spot by the assessing officer and the list finalised there and then. A certificate should be recorded on the assessment list by the gazetted officer concerned bearing also the signatures of the village elders who have been associated during the assessment. On the receipt of assessments and proposals for relief by this office, sanction for relief for damages to the houses will be issued.

VIII. MODE OF PAYMENT

As already conveyed - vide memo No. 5/8/87/ERTL-V/4985, dated 23rd May, 1987 and Memo No. 5/108/88/ERTL-V/9737, dated 10th October 1988, the disbursement of relief has to be carried out through Account Payees Cheques to prevent any bungling during the disbursement of relief, and to avoid future complaints from the affected people that they did not receive the full amount which was due to them under the Government policy.

In so far as small amounts up to Rs. 250/- are concerned, the disbursement may be allowed by the Deputy Commissioners by bearer cheques if a branch of a bank is available within a distance of 2 kilometers from the village. However if no such branch is available he may allow disbursement of such small amounts not exceeding Rs. 250/- in cash.

IX. SUPERVISION AND CHECKING

Deputy Commissioners and Commissioners of Divisions should conduct intensive tours of the area in their jurisdiction to supervise the working of the Disbursement Teams. They should ensure that the instructions issued by the Government are meticulously followed.

X. DISPOSAL OF GRIEVANCES

The Deputy Commissioners should ensure that a proper record of complaints received about the assessment / disbursement is maintained and its regular monitoring is done. Weekly reports about the No. of complaints pending, No. of complaints received and disposed of may be intimated to the Government. As far as possible, it should be ensured that such complaints are attended to without any delay and are not allowed to remain pending for more than a week.

sd/-

(HARBANS SINGH)

Under Secretary to Government, Punjab,
Revenue (AR) Department.

No. 13/22/90/ER-II/5825, dated the 12th September, 1990.

A copy is forwarded to the Finance Department (in FE-VI Branch) for information in continuation of Memo No. 13/22/90-ERII/5780, dated 12th September, 1990 vide which the minutes of the meeting held on 20th August, 1990 under the Chairmanship of Chief Secretary were sent to him.

sd/-

(HARBANS SINGH)

Under Secretary to Government, Punjab,
Revenue (AR) Department.

Endorsement No. 13/22/90/ER-II/5826, dated Chandigarh, the 12th September, 1990.

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

1. Accountant General, Punjab, Chandigarh
2. Under Secretary, Revenue (Coord).
3. Officer on Special Duty (Rules)

sd/-

(HARBANS SINGH)

Under Secretary to Government, Punjab,
Revenue (AR) Department.

APPENDIX O

CHAPTER X - PARA 6

Loss of human lives and livestock

Nature of calamity	Date of occurrence of calamity	Name of Tehsil	Number of villages / towns affected	Number of bread winners lost	Number of non-bread winners lost
1	2	3	4	5	6

Amount of gratuitous relief required for disbursement	Number of bullocks / buffaloes lost	Number of cows lost	Number of goats / sheep lost	Amount of gratuitous relief required for disbursement
7	8	9	10	11

APPENDIX 'M'

CHAPTER X - PARA 6

Information to be prepared by Deputy Commissioners and sent to the Commissioners / State Government about the damage to standing crops caused by natural calamities along with the quantum of relief admissible etc.

Nature of calamity	Date of occurrence of calamity	Name of Tehsil	Number of villages affected	Area affected in acres
1	2	3	4	5

Damage to crops in acres				Amount of gratuitous relief required for disbursement
(i) up to 25%	(ii) 26% to 50%	(iii) 51% to 75%	(iv) Above 75%	
6	7	8	9	10

APPENDIX 'N'

CHAPTER X - PARA 6

Damage to houses by heavy rains / floods

Date of occurrence of calamity	Name of Tehsil	Number of villages towns affected
1	2	3

- Number of Pucca / kacha Houses and Huts damaged

Pucca Houses		Kacha Houses		Huts		Amount of gratuitous relief required for disbursement
Totally damaged	Partly damaged	Totally damaged	Partly damaged	Totally damaged	Partly damaged	
4	5	6	7	8	9	10

**FLOOD EMERGENCY
MOST IMMEDIATE**

**GOVERNMENT OF PUNJAB
DEPARTMENT OF REVENUE
(EMERGENCY RELIEF BRANCH)**

To

1. All the Commissioners of Divisions
in the State.
2. All the Deputy Commissioners in the
State.

Memo No. 7/7/95-ER-II/5192
Chandigarh, dated the 14-9-1995

**Subject :- Instructions regarding relief for persons affected by heavy rains / floods during
the 1995 monsoon season.**

In partial modification of the instructions issued vide this Department Memo No. 7/7/95-ER-II/4731, dated 25th August, 1995 Government have further revised upward the norms of relief of various items for the grant of relief for loss by natural calamities as detailed below :-

Sr. No.	Items	Revised norms
1.	Grant for animals lost on account of heavy rains / floods / hailstorms / fire or lightning.	Rs. 4000/- per buffalo / bullock / crossbred cow. Rs. 2,000/- per desi cow. Rs. 800/- per goat / sheep / pig.
2.	Relief on account of damage to standing crops.	(i) Where crop is totally damaged in early stage but area can be re-sown in the same season, farmers may be allowed relief for seeds, fertilizers etc., @ Rs. 700/- per acre.

- (ii) Where crop is totally damaged in early stage but area cannot be re-sown, relief may be allowed @ Rs. 1,000/- per acre.
- (iii) Relief on account of damage of mature standing / harvested crops at the following rates may be allowed :-
 - (a) Where the loss to standing / harvested crops exceeds 75%. Rs. 2,000/- per acre.
 - (b) Where the loss to standing / harvested crops exceeds 50% but does not exceed 75%. Rs. 1,000/- per acre.
 - (c) Where the loss to standing / harvested crops exceeds 25% but does not exceed 50%. Rs. 700/- per acre.

The relief which was earlier admissible up to maximum of 5 acres per Khatauni or the actual area affected whichever is less depending on the damage actually caused, has been raised to 10 acres.

- | | | |
|--|---|--------------|
| 3. House repair grants
(in rural & urban areas)
by heavy rains / floods. | (a) For a fully damaged
pucca house. | Rs. 10,000/- |
| | (b) For partially
damaged pucca house. | Rs. 5,000/- |
| | (c) For totally damaged
Kacha house. | Rs. 6,000/- |
| | (d) For partially
damaged Kacha house. | Rs. 3,000/- |

- | | | |
|-----|----------------------------|-------------|
| (e) | For totally damaged hut. | Rs. 2,000/- |
| (f) | For partially damaged hut. | Rs. 1,000/- |

4. Grant for fodder for heavy rains / floods.
- Rs. 15/- per large animal per day.
- Rs. 7.50 per small animal per day.

5. In the case of fire, the following relief will also be admissible :-
Full cost of providing medical relief to the victims of fire would be met by the Government.
Relief on account of the losses due to fire :-

20% of the total loss subject to a maximum of Rs. 50,000/- in any individual case in respect of properties / crops which were not ensured without any condition relating to income of the affected person.

2. The above norms shall be applicable in respect of the damage caused on or after 4.8.1995.

3. The other terms and condition for grant of relief to affected persons will remain the same as laid down in the previous instructions issued by Government from time to time.

Sd/-

Joint Secretary to Govt., Punjab,
Revenue (L) Department.

.....

Endst. No. 7/7/95-ER-II/5193 Chandigarh, dated the : 14-9-95

A Copy is forwarded to the Principal Secretary Finance, Punjab for information in continuation of this Department endst. No. 7/7/95-ER-II/4732, dated 25.8.95.

Sd/-

Joint Secretary to Govt., Punjab,
Revenue (L) Department.

Endst. No. 7/7/95-ER-II/5194 Chandigarh, dated the : 14-9-95

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

1. Accountant General, Punjab (Audit / A & F) Chandigarh.
2. Officer - on - Special. Duty (Rules).

Sd/-

Joint Secretary to Govt., Punjab,
Revenue (L) Department.

Endst. No. 7/7/95-ER-II/5195 Chandigarh, dated the : 14-9-95

A copy is forwarded to Shri B. K. Taimni, Additional Secretary, Government of India, Ministry of Agriculture, Department of Agriculture & Cooperation, Krishi Bhawan, New Delhi - 110001 with reference to this Department Endst. No. 7/7/95-ER-II/4734, dated 25.8.95 for information and necessary action.

Sd/-

Joint Secretary to Govt., Punjab,
Revenue (L) Department.

Endst. No. 7/7/95-ER-II/5196 Chandigarh, dated the : 14-9-95

A copy is forwarded to the following :-

- (1) PSCM (for kind information of the Chief Minister)
- (2) Secretary to Finance Minister (for kind information of Finance Minister)

- (3) Secretary to Agriculture, Forest & Cooperation Minister (for kind information of Agriculture, Forest & Cooperation Minister).
- (4) Secretary to Transport Minister (for kind information of Transport Minister)
- (5) Secretary to Food & Supplies Minister (for kind information of Food & Supplies Minister).
- (6) Secretary to Education Minister (for kind information of Education Minister)

Sd/-

Joint Secretary to Govt. Punjab,
Revenue (L) Department .

ਪੰਜਾਬ ਸਰਕਾਰ
ਮਾਲ ਵਿਭਾਗ
(ਸੰਕਟਕਾਲੀ ਸਹਾਇਤਾ ਸ਼ਾਖਾ)

ਸੇਵਾ ਵਿਖੇ

- 1) ਰਾਜ ਦੇ ਸਮੂਹ ਮੰਡਲਾਂ ਦੇ ਕਮਿਸ਼ਨਰਜ਼
- 2) ਰਾਜ ਦੇ ਸਮੂਹ ਡਿਪਟੀ ਕਮਿਸ਼ਨਰਜ਼

ਮੀਮੋ ਨੰ: 5/70/97-ਸ.ਸ.4/4815
ਚੰਡੀਗੜ੍ਹ, ਮਿਤੀ 14-7-97

ਵਿਸ਼ਾ ਕੁਦਰਤੀ ਆਫ਼ਤਾਂ ਰਾਹਤ ਫੰਡ ਵਿਚੋਂ ਅੱਗ ਲੱਗਣ ਨਾਲ ਹੋਏ ਨੁਕਸਾਨ ਦੀ ਰਾਹਤ ਦੇਣ ਸਬੰਧੀ

ਇਸ ਵਿਭਾਗ ਵਲੋਂ ਮੀਮੋ ਨੰ 7/7/95-ਸ.ਸ.2/5192, ਮਿਤੀ 14-9-95 ਨੂੰ ਜਾਰੀ ਕੀਤੀਆਂ ਹਦਾਇਤਾਂ ਦੇ ਪੈਰਾ ਨੰ: 5 ਅਨੁਸਾਰ ਅੱਗ ਲੱਗਣ ਨਾਲ ਜਾਇਦਾਦਾਂ/ਫਸਲਾਂ ਦੇ ਹੋਣ ਵਾਲੇ ਨੁਕਸਾਨ ਸਬੰਧੀ ਪ੍ਰਭਾਵਿਤ ਵਿਅਕਤੀਆਂ ਨੂੰ ਹੋਏ ਨੁਕਸਾਨ ਦਾ 20% ਜਾਂ ਵੱਧ ਤੋਂ ਵੱਧ 50,000/- ਰੁਪਏ ਦੀ ਰਾਹਤ ਦਿੱਤੀ ਜਾਂਦੀ ਹੈ, ਪਰ ਭਾਰਤ ਸਰਕਾਰ ਵਲੋਂ ਜਾਰੀ ਹੋਈਆਂ ਨਵੀਆਂ ਅਗਵਾਈ ਲੀਹਾਂ ਅਨੁਸਾਰ ਇਹ ਰਾਹਤ ਉਪਰੋਕਤ ਸਕੀਮ ਅਧੀਨ ਦਿੱਤੀ ਜਾਣੀ ਨਹੀਂ ਬਣਦੀ। ਭਾਰਤ ਸਰਕਾਰ ਦੀਆਂ ਇਹਨਾਂ ਅਗਵਾਈ ਲੀਹਾਂ ਨੂੰ ਮੁੱਖ ਰੱਖਦੇ ਹੋਏ ਮਿਤੀ 1.4.97 ਤੋਂ ਅੱਗ ਨਾਲ ਹੋਏ ਨੁਕਸਾਨ ਦੇ ਅਜਿਹੇ ਕੇਸਾਂ ਵਿੱਚ ਰਾਹਤ ਦੇਣੀ ਬੰਦ ਕਰਨ ਦਾ ਫੈਸਲਾ ਕੀਤਾ ਗਿਆ ਹੈ। ਇਸ ਲਈ ਸਰਕਾਰ ਨੂੰ ਉਹ ਕੇਸ ਜਿਨ੍ਹਾਂ ਵਿੱਚ ਅੱਗ ਮਿਤੀ 31.3.97 ਤੋਂ ਬਾਅਦ ਲੱਗੀ ਹੋਵੇ, ਇਸ ਤਰ੍ਹਾਂ ਦੇ ਕੋਈ ਕੇਸ ਰਾਹਤ ਦੇਣ ਹਿੱਤ ਨਾ ਭੇਜੇ ਜਾਣ।

2 ਜਿੱਥੋਂ ਤੱਕ ਮਿਤੀ 1.4.97 ਤੋਂ ਪਹਿਲਾਂ ਅੱਗ ਨਾਲ ਹੋਏ ਨੁਕਸਾਨ ਦੇ ਕੇਸਾਂ ਦਾ ਸਬੰਧ ਹੈ ਕੇਵਲ ਉਨ੍ਹਾਂ ਕੇਸਾਂ ਵਿੱਚ ਪ੍ਰਭਾਵਿਤ ਵਿਅਕਤੀਆਂ ਨੂੰ ਰਾਹਤ ਦਿੱਤੀ ਜਾਵੇਗੀ।

ਸਹੀ/-
ਵਧੀਕ ਸਕੱਤਰ, ਪੰਜਾਬ ਸਰਕਾਰ
ਮਾਲ ਵਿਭਾਗ।

ਪਿੱਠ ਅੰਕਣ ਨੰ: 5/70/97-ਸ.ਸ.4/4816

ਚੰਡੀਗੜ੍ਹ, ਮਿਤੀ 14-7-97

ਇਸਦਾ ਇਕ ਉਤਾਰਾ ਸਕੱਤਰ, ਭਾਰਤ ਸਰਕਾਰ ਭਾਰਤ ਸਰਕਾਰ ਖੇਤੀਬਾੜੀ ਮੰਤਰਾਲਾ, ਖੇਤੀਬਾੜੀ ਅਤੇ ਸਹਿਕਾਰਤਾ ਵਿਭਾਗ ਕ੍ਰਿਸ਼ੀ ਭਵਨ, ਨਵੀਂ ਦਿੱਲੀ ਨੂੰ ਸੂਚਨਾ ਅਤੇ ਯੋਗ ਕਾਰਵਾਈ ਹਿੱਤ ਭੇਜਿਆ ਜਾਂਦਾ ਹੈ।

ਸਹੀ/-
ਵਧੀਕ ਸਕੱਤਰ, ਪੰਜਾਬ ਸਰਕਾਰ
ਮਾਲ ਵਿਭਾਗ।

ਪਿੱਠ ਅੰਕਣ ਨੰ: 5/70/97-ਸ.ਸ.4/4817

ਚੰਡੀਗੜ੍ਹ, ਮਿਤੀ 14-7-97

ਇਸਦਾ ਇਕ ਉਤਾਰਾ ਹੇਠ ਲਿਖਿਆਂ ਨੂੰ ਸੂਚਨਾ ਅਤੇ ਯੋਗ ਕਾਰਵਾਈ ਹਿੱਤ ਭੇਜਿਆ ਜਾਂਦਾ ਹੈ:-

- 1) ਰਾਜ ਦੇ ਸਮੂਹ ਉਪ ਮੰਡਲ ਅਫਸਰ (ਸਿਵਲ)
- 2) ਮਹਾਂਲੇਖਾਕਾਰ (ਏ ਐਂਡ ਈ) ਪੰਜਾਬ (ਡੀ.ਸੀ.10ਸ਼ਾਖਾ) ਸੈਕਟਰ-17, ਚੰਡੀਗੜ੍ਹ;
- 3) ਮਹਾਂਲੇਖਾਕਾਰ (ਆਡਿਟ) ਪੰਜਾਬ, ਸੈਕਟਰ-17, ਚੰਡੀਗੜ੍ਹ;
- 4) ਵਿਸ਼ੇਸ਼ ਕਾਰਜ ਅਫਸਰ (ਰੁਲਜ਼) ਪੰਜਾਬ, ਸੈਕਟਰ-10, ਚੰਡੀਗੜ੍ਹ

**GOVERNMENT OF PUNJAB
DEPARTMENT OF REVENUE
(EMERGENCY RELIEF BRANCH)**

To

1. All the Commissioners of Divisions
in the State.
2. All the Deputy Commissioners
in the State.

Memo No. 7/7/95-ER II/6885
Chandigarh, dated the 23/9/97

Subject. Norms for the grant of relief to the persons affected by Natural Calamities.

.....

In continuation of the instructions issued vide this Department Memo No. 7/7/95-ER-II/4731, dated 25.8.1995, Memo No. 7/7/95-ER-II/5192, dated 14.9.1995 and Memo No. 7/7/95-ER II/3601, dated 19.5.1997 and Memo No. 5/70/97-ER-II/4815, dated 14.7.1997. Government have decided that relief may also be allowed in case of loss on account of 'no crops sown' due to water logging of floods. Government further decided that the norms of relief on account of 'no crops sown' due to floods or water logging may be given at the following rates :-

Sr. No.	Items	Norms
i)	Where crops have not been sown for less than 2 years.	Rs. 2000/- per acre
ii)	Where crops have not been sown for two years.	Rs. 4000/- per acre
iii)	Where crops have not been sown upto 5 years.	Rs. 6000/- per acre
iv)	Where crops have not been sown more than 5 years.	Rs. 8000/- per acre

2. The above norms shall be applicable in respect of releif on or after 12.9.1997.

3. Other terms and conditions for grant of relief to affected persons will remain the same as laid down in the previous instructions issued by Government from time to time.

Sd/-

Special Secretary to Govt. Punjab,
Revenue Department

Endst. No. 7/7/95-ER-II/6886

Chandigarh, dated the 23/9/97

A copy is forwarded to the Principal Secretary Finance, Punjab for information in continuation this Department Memo No. 7/7/95-ER-II/6729, dated 15.9.97, vide which the minutes of the meeting held on 12th September, 1997 under the Chairmanship of Chief Secretary, Punjab were sent to him.

Sd/-

Special Secretary to Govt. Punjab,
Revenue Department.

Endst. No. 7/7/95-ER-II/6887

Chandigarh, dated the 23/9/97

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

1. The Accountant General, Punjab (Audit) Chandigarh.
2. Accountant General Punjab (A&E) Chandigarh.
3. Officer-on-special Duty (Rules), Punjab, Chandigarh.

Sd/-

Special Secretary to Govt. Punjab,
Revenue Department.

**GOVERNMENT OF PUNJAB
DEPARTMENT OF REVENUE
(EMERGENCY RELIEF BRANCH)**

To

1. All the Commissioners of Divisions
in the State.
2. All the Deputy Commissioners
in the State.

Memo No. 7/7/95-ERII/201

Chandigarh dated the 9-1-1998

Subject : Norms for the grant of relief to the persons affected by Natural Calamities.

Reference : This Department Memo No. 7/7/95-ERII/6885, dated 23.9.97.

This matter regarding norms for the grant of relief in case of loss on account of 'No crops sown' due to floods / water logging has been re-examined and it is clarified that if there is no continuity between un-sown crops, relief may be paid proportionately. Thus where crops have not been sown for less than two years, the amount of relief is to be provided @ Rs. 2,000/- per acre and in this period of less than two years last three crops are to be covered. If a person has sown two crops he should be paid 1/3rd relief and if a person has sown only one crop he should be paid 2/3rd relief. Consequently, the relief may be calculated proportionately in the aforesaid manner for the crops not sown due to floods / water - logging."

Sd/-

Special Secretary to Govt. Punjab,
Revenue Department.

Endst. No. 7/7/95-ERII/202

Chandigarh dated the 9-1-1998

A copy is forwarded to the Principal Secretary Finance Punjab for information in continuation of this Department Endst. No. 7/7/95-ERII/6886, dated 23.9.97 for information.

Sd/-

Special Secretary to Govt. Punjab,
Revenue Department.

Endst. No. 7/7/95-ERII/203

Chandigarh dated the 9-1-1998

A copy is forwarded for information and necessary action in continuation of this Department Endst. No. 7/7/95-ERII/6887, dated 23.9.1997 to :-

1. The Accountant General, Punjab (Audit),
Chandigarh.
2. The Accountant General, Punjab (A&E),
Chandigarh.
3. Officer - on - Special Duty (Rules), Punjab,
Chandigarh.

Sd/-

Special Secretary to Govt. Punjab,
Revenue Department.

GOVERNMENT OF PUNJAB
DEPARTMENT OF REVENUE AND REHABILITATION
(EMERGENCY RELIEF BRANCH)

To

All the Commissioners
and Deputy Commissioners,
in the State of Punjab.

Memo No. 7/4/2001-ER-II/5003
Chandigarh, dated 12/7/2001

Subject: Relief for loss of crop on account of fire.

1. Relief for loss of crop / property on account of fire was being provided by the State government till 14/7/1997 when the Revenue Department vide its memo No. 5/70/97-ER-IV/4815, dated 14.7.1997 stopped it with effect from 1/4/1997.
2. The State Government has reconsidered the issue in view of a number of cases of crop loss due to fire in the Districts. The Punjab State Electricity Board vide its instructions No. 28435/29030/GB-348, dated 5/5/2001 has made provision for grant of relief for crop loss on account of fire caused by electrical short circuit / faults. The District authorities would forward such cases to the Electricity Board. The State government will provide relief @Rs. 3000/- per acre for mature standing / harvested crop destroyed on account of fire caused by lightening or any other cause subject to the following terms and conditions :-
 - (a) The cause of fire should be other than electrical faults / short circuit.
 - (b) The fire cases would be reported promptly and the Circle Revenue Officer would verify such cases after a spot visit preferably within 48 hours. He would satisfy himself about the cause of fire, the condition of crop and the extent of damage. The Sarpanch, Village Panch and Nambardars etc. and owners of adjoining fields would be associated with the verification. Other factors like requisitioning the service of fire brigade could also be taken into account while making the verification.

- (c) The relief @ Rs. 3000/- per acre would be provided for completely destroyed mature standing / harvested crop.
- (d) The relief for maximum of 10 acres per Khatauni would be provided.
- (e) These instructions would cover the cases of fire loss occurring after 10/7/2001.

The other conditions for grant of relief would be the same as in the case of crop loss due to floods.

sd/-

(Satish Chandra)

Secretary to Govt. Punjab,
Revenue & Rehabilitation Deptt.

Endst. No. 7/4/2001-ER II/5004

Chandigarh, dated 12/7/2001.

A copy is forwarded to the Principal Secretary Finance, Punjab, for information.

sd/-

Secretary to Govt. Punjab,
Revenue & Rehabilitation Deptt.

Endst. No. 7/4/2001-ERII/5005

Chandigarh, dated 12/7/2001.

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

1. Accountant General, Punjab (Audit / A & E) Chandigarh.
2. Officer on Special Duty (Rules).

sd/-

Secretary to Govt. Punjab,
Revenue & Rehabilitation Deptt.

Endst. No. 7/4/2001-ERII/5006

Chandigarh. dated 12/7/2001.

A copy is forwarded to Additional Secretary to Govt. of India, Ministry of Agriculture, Department of Agriculture & Cooperation, Krishi Bhawan, New Delhi for information and necessary action.

sd/-

Secretary to Govt. Punjab.
Revenue & Rehabilitation Deptt.

Endst. No. 7/4/2001/ER II/5007

Chandigarh. dated 12/7/2001.

A copy is forwarded to PSCM (for kind information of the Chief Minister).

sd/-

Secretary to Govt. Punjab,
Revenue & Rehabilitation Deptt.

GOVERNMENT OF PUNJAB
DEPARTMENT OF REVENUE AND REHABILITATION
(EMERGENCY RELIEF BRANCH)

To

All the Commissioners
and Deputy Commissioners
in the State of Punjab.

Memo No. 7/4/2001-ER-II/5008
Chandigarh, dated 12/7/2001

Subject : Relief for crop loss due to fire in April / May, 2001.

The State Govt. vide its instructions No. 7/4/2001-ER-II/5003, dated 12/7/01 has made provision for grant of relief @ Rs. 3000/- per acre for crop loss due to fire. These instructions would apply from the date of issue.

2. The matter regarding fire cases had come up for discussion in the meeting of Deputy Commissioners held under the Chairmanship of Chief Minister on 11/6/2001. It was pointed out that there were number of cases of crop loss due to fire during the current harvest season i.e in the month of April/ May, 2001. You are requested to examine the cases and if the cases were reported to the Revenue authorities promptly and if the crop loss due to fire is easily verifiable then forward your proposals to this department as per instructions dated 12/7/2001. Only those cases of crop loss due to fire pertaining to the period April/May, 2001 would be sent which satisfy all the terms and conditions contained in the instructions dated 12/7/2001.

3. The proposals, if any, should be sent by 31/7/2001.

sd/-

(Satish Chandra)

Secretary to Govt. Punjab,
Revenue & Rehabilitation Deptt.

(TO BE SUBSTITUTED FOR THE MEMO BEARING THE SAME NUMBER & DATE)

GOVERNMENT OF PUNJAB
DEPARTMENT OF REVENUE AND REHABILITATION
(EMERGENCY RELIEF BRANCH)

To

All the Commissioners
and Deputy Commissioners,
in the State of Punjab.

Memo No. 7/4/2001-ER-II/5008/5512
Chandigarh, dated 12.7.2001/22-8-2001

Subject :- Relief for crop loss due to fire in April / May. 2001.

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The State Govt. vide its instructions No. 7/4/2001-ER-II/5003, dated 12.7.2001 has made provision for grant of relief @ Rs. 3000/- per acre for crop loss due to fire. These instructions would apply from the date of issue.

2. The matter regarding fire cases had come up for discussion in the meeting of Deputy Commissioners held under the Chairmanship of Chief Minsiter on 11.6.2001. It was pointed out that there were number of cases of crop loss due to fire during the current harvest season i.e. in the months of April and May, 2001. You are requested to examine such cases and if it is found that the cases were reported to the Revenue authorities promptly and the crop loss due to fire is easily verifiable, then forward your proposals to this department as per instructions issued vide this department Memo No. 7/4/2001-ER-II/5003, dated 12.7.2001. Only those cases of crop loss due to fire pertaining to the period April / May, 2001 should be sent which satisfy all the terms and conditions contained in the instructions issued vide this department Memo No. 7/4/2001-ER-II/5003, dated 12.7.2001.

3. The proposals, if any, should be sent by 31.7.2001.

sd/-

Secretary to Govt. Punjab
Revenue & Rehabilitation Deptt.

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Government of Punjab
Department of Revenue
(Emergency Relief Branch)

To

All the Deputy Commissioners
in the State.

Memo No. 2/20/2000-ER-II/5212
Chandigarh, dated the 20.7.2001.

Sub : Release of funds for relief on account of natural calamities - streamlining the working thereof.

The funds for relief on account of natural calamities are released by the Revenue Department on the basis of proposals regarding assessment of damage received from the Deputy Commissioners. There are detailed guidelines for assessing the damage caused on account of natural calamities. It has been observed that proposals received from the Deputy Commissioners are often incomplete as a result of which back reference have to be made to them causing unnecessary delay in the grant of relief to the affected persons.

2. In order to facilitate the Deputy Commissioners in sending a complete and full proof proposal, we have prepared a detailed checklist for all the items of relief. The Deputy Commissioners are requested to ensure that the proposals for relief sent by them are complete in regard to all the points listed in the check list. It would enable us to release funds without any delay and without any back reference. The forms for submitting the proposals and the certificate to be recorded by the Deputy Commissioners with every proposal are enclosed herewith. The summary of instructions relating to relief is also annexed herewith for ready reference.

3. It is requested that this letter and annexure may be circulated among the field staff.

Sd/-
Secretary to Government, Punjab.
Department of Revenue

Enclosed :

1. General points regarding relief due to natural calamities;
2. Check list for relief on account of crop loss due to natural calamities.
3. Checklist on account of relief for houses damaged due to natural calamities.
4. Check list for gratuitous relief for loss of human lives / loss of limbs and both eyes.
5. Check list for relief for loss of animals due to natural calamities.
6. Format for sending daily reports regarding damaged caused by natural calamities by the DCs to the Revenue Department.
7. Format for crop loss due to heavy rains / floods / hailstorms.
8. Format for no crop sown due to water logging.
9. Format for crop loss due to fire.
10. Format for relief for houses damaged due to natural calamities.
11. Format for gratuitous relief for loss of human lives.
12. Format for loss of livestock due to natural calamities.
13. Summary - items and norms for relief out of Calamity Relief fund.

GENERAL POINTS REGARDING RELIEF DUE TO NATURAL CALAMITIES

1. The DCs are required to send information regarding natural calamities and loss caused on this account to the State headquarters within 24 hours of the occurrence of natural calamities in the proforma enclosed herewith. The final demand for relief should broadly tally with the initial reports regarding loss assessment.
2. The following typed scheduled should be followed while sending demand for relief :

(a)	Relief for loss of life / loss of limbs / loss of animals	With in 7 days of the occurrence of natural calamity.
(b)	Relief for house damage	Within 1 month of the occurrence of natural calamity.
(c)	Loss of crops.	Within 1 month of completion of girdawari.
3. The relief should be distributed within one month.
4. The relief is to be disbursed through accounts payee cheques in case the amount is Rs. 1000/- or more and through bearer cheque in case the relief amount is less than Rs. 1000/- (12/9/90, 20/9/93).

**CHECK LIST RELIEF ON ACCOUNT OF CROP LOSS DUE TO HEAVY RAINS /
FLOOD / HAILSTORMS**

1. Crop loss due to heavy rain / floods / hail storms and loss of cotton crop due to pest attack is admissible for relief. (14/9/95, 20/12/00).
2. The DC is to record a certificate in regard to assessment and verification of loss in the prescribed proforma enclosed herewith. (3/8/90).
3. The relief is to be restricted upto maximum of 10 acres per Khatauni. (14/9/95).
4. For damage to fruit, vegetable, horticulture and floriculture crops, the relief is to be granted for the damage caused by hailstorms and floods only to the fruit bearing trees from the state of flowering to plucking of fruits. Relief will be admissible only for the damage caused within specific dates which will be intimated by the Horticulture Department. Other conditions mentioned in this check list will also apply to these crops. (18/8/93, 14/9/95, 25/8/95).
5. Relief for no crop sown due to water logging @ Rs. 2000 per acre is admissible. The proposal has to be accompanied by a certificate from the XEN Drainage that there was water logging and no crop could be sown. The girdawari register has to show 'Khali' due to water logging. (23/9/97, 9/1/98).
6. The un-authorised cultivators of government land will get 2/3rd of relief amount. While disbursing the relief amount and arrears of charges from the un-authorised cultivators in the preceding years should be deducted. (12/9/90).
7. The landlord and tenant are to share the relief in the ratio of 1:2 and seeri etc. are to get relief to the extent of their share. (12/9/90).
8. The crop loss assessment is to be verified by the Patwaris and Kanungos and checked by Circle Revenue Officer to the extent of 100%, by the SDM to the extent of 50% and random check by the DCs. (12/9/90).
9. The assessment is to be based on normal girdawari / special girdawari. Special girdawari would be done only if the crop is damaged in early stage. Loss to matured / harvested crops can be assessed from the normal girdawari and there is no need for special girdawari. However, if the crop is damaged in early stage, then the assessment cannot be done from the normal girdawari which will be undertaken after about 2 to 3 months. Thereafter special girdawari will have to be done for assessment of crops damaged in early stage (12/9/90).
10. The demand for relief is to be given in the prescribed proforma.

CROP LOSS DUE TO FIRE

11. In addition to the above points, the following points are to be noted while sending demand for relief on account of crop loss due to fire :
- (i) Relief @ Rs. 3000 per acre is admissible, in case mature standing / harvested crop is completely destroyed.
 - (ii) The cause of fire should be other than electrical faults / short circuits in which case the relief would be provided by the Punjab State Electricity Board.
 - (iii) The case of fire loss would be reported promptly by the person affected and the Circle Revenue Officer would make verification through a spot visit within 48 hours.
-

**CHECK LIST - RELIEF ON ACCOUNT OF HOUSES DEAMAGED DUE TO
HEAVY RAINS / FLOODS**

1. DC to record a certificate under his signatures regarding assessment and verification in the Performa enclosed herewith. (3/8/98).
2. Relief for houses damage is admissible due to heavy rains and floods only. (12/9/90, 14/9/95).
3. Relief for house damage is to be restricted to one house per family and that too only for residential houses. (12/9/90).
4. A fully damaged house should be one which requires to be fully re-constructed (12/9/90).
5. In the case of partially damaged house, there should be significant and visible damage such as collapse of wall, portion of roof, settlement of foundation resulting in serious cracks to the extent of 50 per cent of overall damage. (12/9/90).
6. The assessment of house damaged is to be undertaken within one week by a gazetted officer. Sarpanch / Lambardar / Municipal Commissioner should be associated with the assessment. The assessment list is to be read out in the village Panchayat / Municipal Ward and the list is to be signed by the gazetted officer and the Sarpanch / Municipal Commissioner. (12/9/90).
7. Name and designation of the assessing officer is to be indicated.
8. Relief will not be admissible for houses constructed un-authorizedly on Govt./Panchayat/ Municipal lands etc (25/8/95, 19/5/97).
9. The request for relief should be accompanied of Roznamcha report of Patwari.
10. The demand for relief should be given in the prescribed proforma.

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CHECKLIST - GRATUITOUS RELIEF ON ACCOUNT OF LOSS OF HUMAN LIFE / LOSS OF LIMB AND BOTH EYES DUE TO NATURAL CALAMITIES

1. Relief for loss of human life / a limb or both eyes due to heavy rains / floods / fire (due to any reason) / lightening / collapse of a house or a pillar or a tree by furious dust storms is admissible. (17/2/92, 10/12/93, 9/11/94 and 25/8/95).
2. The Deputy Commissioner is to record a certificate under his signature in the proforma enclosed. (3/8/98).
3. The Tehsildar himself should verify the loss of life etc within one week of the date of incident. The verification should be attested by Sarpanch / Lambardar / Municipal Councilor. (12/9/90).
4. The claim is to be accompanied by the list of legal heirs duly certified by the Tehsildar in accordance with rules. (12/9/90).
5. The claim should be accompanied by an affidavit from the legal heirs to the effect :
 - (i) that the deceased was not insured.
 - (ii) That they have not received any help from any other agency such as Red Cross, CM Relief Fund, PM Relief Fund etc.
6. Loss of limb / both eyes due to heavy rains / floods / fire / lightening / collapse of a house, pillar or tree by furious storms is admissible for relief. The committee headed by Assistant Civil Surgeon and comprising of specialists of the concerned limb and the Medical Officer is to certify loss of limb / both eye. The other points mentioned in the check list are also to be followed (5/6/98).
7. The claim is to be accompanied by death certificate and post mortem report / FIR / Patwari's Roznameha Report (12/9/90).
8. The demand for relief should be given in the proforma prescribed.

**CHECK LIST - RELIEF ON ACCOUNT OF LOSS OF ANIMALS DUE TO
NATURAL CALAMITIES**

1. Loss of animals due to heavy rains / floods / hailstorms / fire (due to any reason) / lightening is admissible for relief.
2. The DC to record a certificate in regards to assessment and demand in the prescribed proforma (3/8/98).
3. The assessment of loss of animals is to be carried out by a gazetted officer with the help of officers of Animal Husbandry Department. Sarpanch / Lambardar/ Municipal Councilor is to be associated with the assessment. The assessment register is to be signed by a gazetted officer and the Sarpanch / Lambardar / Municipal Councilor who was associated. The name and designation of the gazetted officer is to be clearly indicated. (12/9/90).
4. The cause of death of animals is to be ascertained and stated in the report. If possible it should be supported by a post mortem report. (12/9/90).
5. The information in regard to animal loss is to be compiled family wise. One family entitled to relief for maximum of two large animals and maximum of four small animals including all catgores. Large animals includes buffalo / bullock / cow / horse / camel / mule / pony / donkey. Small animals include goat/sheeping/pig. (18/3/91, 14/2/95 and 19/5/97).
6. An affidavit should be taken from the owner that the animals were not insured.
7. The demand for relief should be given in the prescribed proforma.

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CERTIFICATE TO BE RECORDED BY THE DEPUTY COMMISSIONER

1. Item of Relief : Crop Loss / House Damage / Loss of Life / Loss of Animals etc.
2. Date and nature of natural calamity : _____
3. Total relief amount : _____
4. I have gone through the checklist and the instructions on the subject and I certify that the relief worked out is in accordance with them.
5. I have personally checked the assessment and I certify that it is in order. I am satisfied that the relief demanded is not in excess of the actual demand.
6. The relief would be disbursed within one month of the receipt of funds and any unspent amount would be returned to the Government immediately thereafter.
7. The final demand for relief broadly tallies with the initial report regarding assessment of loss sent to Government within 24 hours of the occurrence of natural calamity.
8. Reason for delay : (Give reasons for delay if any in sending the case):

Signature :

Name :

(of the Deputy Commissioner)

URGENT

**GOVERNMENT OF PUNJAB
DEPARTMENT OF REVENUE
(EMERGENCY RELIEF BRANCH)**

To

1. All the Commissioners of Divisions
in the State.
2. All the Deputy Commissioners in
the Stat.

Memo No. 2/6/2001 - ER-II/10340
Chandigarh, dated 26/11/01

**Subject : Instructions regarding relief for persons affected by cyclone, drought, earth
quake, fire, flood and hailstorm.**

Keeping in view the guidelines received from Govt. of India, Govt. have decided to
revised the norms of relief of various items for the grant of relief for loss by natural calamities as detailed
below :-

S.No.	Items	Norms
1.	Gratuitous Relief	
(a)	Ex-Gratia payment to families of deceased persons.	Rs. 50,000/- per deceased.
(b)	Ex-Gratia payment for loss of a limb or eyes.	Rs. 25,000/- per person (the Gratuitous relief for loss of limb etc. should be extended only when the diability is more than 40% and certified by a Govt. doctor or doctors from panel approved by the Govt.

S.No.	Items	Norms
	(c) Grievous injury requiring hospitalisation for more than a week.	Rs. 5,000/- per person
	(d) Relief for the old, infirm and destitute, children.	Rs. 20/- per adult. Rs. 10/- per child, per day.
	(e) Clothing and utensils for families whose houses have been washed away.	Rs. 500/- for clothing and Rs. 500/- for utensils per family
2.	Supplementary Nutrition	Rs. 1.05 per day per head as per ICDS norms.
3.	Assistance to small and marginal farmers for :-	
	(a) Desilting etc.	25% and 33-1/3% to small farmers and marginal farmers respectively on the basis of NABARD pattern subject to ceiling of Rs. 5,000/- per hectare.
	(b) Removal of debris in hill areas, and	
	(c) Desilting / Restoration / Repair of fish farms	Norms already fixed by the State Govt. may continue from the next financial year, no relief will be given on account of 'no crops sown' due to floods, water logging or any other reasons.
	(d) Relief on account of damage to standing / harvested crops.	
	(e) Loss of substantial portion of land caused by landslide, avalanche, change of course of rivers.	Rs. 10,000/- per hectare

S.No.	Items	Norms
4.	Employment Generation (Only to meet additional requirements after taking into accounts, funds available under plan Schemes viz., JRY, LJRY, EAS, etc.	As per Jawahar Gram Samridhi Yojana norms.
5.	Animal Husbandry Assistance to small and marginal farmers / agricultural labourers :-	
(a)	For replacement of drought animals, milch animals or animals for livelihood.	(i) Rs. 4,000/- per buffalow / bullock / cross bred cow. (ii) Rs. 2,000/- per Desi Cow. (iii) Rs. 800/- per goat / sheep / pig. (iv) Rs. 4,000/- per horse / camel. (v) Rs. 2,000/- per Mule / Donkey / Pony.
(b)	For provision of fodder / fodder concentrate.	Large animals -Rs. 12.00 per day Small animals - Rs. 6.00 per day
(c)	Procurement storage and movement of fodder	As per assessment by NCCM / State Level Committee.
(d)	Movement of useful cattle to other areas.	As per assessment by NCCM / State Level Committee.
6.	Assistance to Fishermen :	
(a)	For repair / replacement of boats, nets and damaged or lost.	Subsidy will be provided for other equipments subject to ceilings on subsidy per family as per SGS pattern.

S.No.	Items	Norms
-	Boat	The cost of boats will
-	Dugour - Canoc	also be determined with
-	Catamaran	reference to approved
-	Nets	cost under SGSY.
(b)	Input subsidy for fish seed form	Rs. 2,000/- pr hectare.
7.	Assistance to artisans in handicrafts sector by way of subsidy for repair / replacement of damaged equipments.	
(a)	Traditional Crafts	
(i)	For damaged equipments	Rs. 1,000/- per person
(ii)	For raw material	Rs. 1,000/- per persons
(b)	For Handloom Weavers	
(i)	Repair / replacement of loom equipments and accessories	Rs. 1,000/- per loom.
(ii)	Purchase of yarn and other materials.	Rs. 1,000/- per loom.
8.	Assistance for repair / restoration of damaged houses.	
(a)	Fully damaged houses	
(i)	Pucca House	Rs. 10,000/- per house.
(ii)	Kuchha House	Rs. 6,000/- per house.
(b)	Severely damaged houses	
(i)	Pucca House	Rs. 2,000/- per house.
(ii)	Kuchha House	Rs. 1,200/- per house.
(c)	Marginally Damaged Houses	Rs. 800/- per house.
9.	Emergency supply of drinking water including transportation of drinking water in urban areas.	To be assessed by State Level Committee for CRF.

S.No.	Items	Norms
10.	Provision of medicines, disinfectants insecticides for prevention of outbreak of epidemics.	To be assessed by the State Level Committee.
11.	Medical care for cattle and poultry against epidemics.	--- do ---
12.	Evacuation of people affected / likely to be affected.	--- do ---
13.	Hiring of boats for carrying immediate relief & saving life.	--- do ---
14.	Provision for temporary accommodation, food, clothing, medical care etc. of people affected/ evacuated.	--- do ---
15.	Air dropping of essential supplied	--- do ---
16.	Repair / restoration of immediate mature of the damaged infrastructure relating to communication, power, public, health, drinking water supply, primary education and community owned assets in the social sector.	--- do ---
17.	Replacement of damaged medical equipement and lost medicines of Govt. hospitals/ health centres.	--- do ---

S.No.	Items	Norms
18.	Operational cost (of POL only) for Ambulance Service, Mobile Medical Teams and Temporary dispensaries	----do ----
19.	Cost of clearance of debris	----do ----
20.	Draining off flood water in affected areas	----do ----
21.	Cost of search and rescue measures	----do ----
22.	Disposal of dead bodies / carcasses	----do ----
23.	Training to core multidisiplinary groups of the State Officers drawn from different cadres expenditure to be met from CRF.	----do ----
2.	The above norms shall be applicable in respect of the damage caused on or after 22.10.2001.	
3.	The other terms and conditions for grant of relief to affected persons will remain the same as laid down in the previous instructions issued by Government from time to time.	

Sd/-

Deputy Secretary to Government of Punjab
Revenue Department

Endst. No. 2/6/2001-ER-II/10341

Chandigarh, dated the 26/11/05

A copy is forwarded to the Principal Secretary, Finance Punjab for information in continuation of this Department L.D.No. 7/17/2001-ER-II/9780, dated 29.10.2001, vide which the minutes of the meeting held on 22.10.2001 under the Chairmanship of Chief Secretary, Punjab were sent to him.

Sd/-
Deputy Secretary to Government of Punjab
Revenue Department.

Endst. No. 2/6/2001-ER-II/10342 Chandigarh, dated the 26/11/01

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

1. Accountant General, Punjab (Audit / A.E.), Chandigarh.
2. Under Secretary (rules) Revenue Department.

Sd/-
Deputy Secretary to Government of Punjab
Revenue Department.

Endst. No. 2/6/2001-ER-II/10343 Chandigarh, dated the 26/11/01

A copy is forwarded to the Director (NDM), Government of India, Ministry of Agriculture, Department of Agriculture and Cooperation, Krishi Bhawan, New Delhi in continuation of this Department letter No. 2/6/2001-ER-II/9550, dated 6.11.2001 for information.

Sd/-
Deputy Secretary to Government of Punjab
Revenue Department.

To b substituted baring same number and date

**GOVERNMENT OF PUNJAB
DEPARTMENT OF REVENUE, RHABILITATION
AND DISASTER MANAGEMENT
(DISASTER MANAGEMENT - I BRANCH)**

To

All the Commissioners of Divisions
and Deputy Commissioners in the State.

Memo No. 4/10/2005-2DM-1/1264

Chandigarh dated the 30/3/07

Subject :- Revision of norms for the grant of relief for the damage due to Natural Calamities to the affected persons.

In partial modification of the Govt. instructions issued vide this Department No. 7/7/1995-ER-II/5152 dated 14/09/1995 and Memo No. 2/6/2001-ER-II/10340 dated 26/11/2001 for fixation of norms and rates, Govt. have decided further to revise the rates of following items for grant of relief to the following extent :-

1. Relief on account of damage to crops

- (i) Where crop is totally damaged in early stage but area can not be resown in the same season farmer may be allowed relief for seeds, fertilizers, etc. @ Rs. 2,000/- per acre.
- (ii) Where crop is totally damaged in early stage but area can be re-sown relief may be allowed at the rate of Rs. 1,000/- per acre.
- (iii) Relief on account of damage of mature standing / harvested crops at the following rates may be allowed :-
 - (a) Where the loss exceeds 75% 5,000/- per acre
 - (b) Where the loss exceeds 50%
but does not exceed 75% 3,000/- per acre
 - (c) Where the loss exceeds 25%
but does not exceed 50% 2,000/- per acre

The relief will be admissible upto maximum of 10 acres per Khatauni or the actual area affected whichever is less depending on the damage actually caused.

The relief may also be extended to all the farmers without any condition of small and marginal farmers. However, in case of damage to fruit gardens, relief is to be granted for the damage caused by hailstorm and floods only to the fruit bearing trees from the stage of flowering to plucking of fruits. Relief will also be admissible only for the damage caused within specific dates which will be intimated by the Horticulture Department.

2. **Assistance for repair / restoration of damaged houses**

- | | | |
|------|---|------------------------|
| (a) | Fully damaged house | |
| (i) | Pucca house | Rs. 20,000/- per house |
| (ii) | Kucha house | Rs. 12,000/- per house |
| (b) | Severely damaged house | |
| (i) | Pucca house | Rs. 4,000/- per house |
| (ii) | Kucha house | Rs. 2,400/- per house |
| (c) | Partially damaged House (where the damage is minimum 15%) | Rs. 1,600/- per house |

3. **Gratuitous relief for loss of human life**

- | | | |
|----|---|--|
| a) | Ex-gratia Payment to families of deceased persons. | Rs. 1,00,000/- per deceased |
| b) | Ex-gratia payment for loss of a limb or eyes | Rs. 50,000/- per person (The Gratuitous relief to loss of limb etc. should be extended only when the disability is more than 40% and certified by a Govt. doctor from panel approved by the Govt.) |
| c) | Grievous injury requiring hospitalisation for more than a week. | Rs. 10,000/- per person |

The above norms and rates shall take effect in respect of the damage caused on or after 01-01-2007.

The other terms and conditions and rates for grant of relief to affected persons will remain the same as laid down in the previous instructions issued from time to time.

Sd/-

Secretary Revenue

Endst No. 4/10/2005-2IDM-1/1265

Chandigarh dated the 30/03/07

A copy is forwarded to the Finance Department for information and necessary action at their end.

Sd/-

Secretary Revenue

Endst No. 4/10/2005-2IDM-1/1266

Chandigarh dated the 30/03/07

A copy is forwarded to the Principal Accountant General (A&E), Punjab, for information and necessary action at their end.

Sd/-

Secretary Revenue

Endst No. 4/10/2005-2IDM-1/1267

Chandigarh dated the 30/03/07

A copy is forwarded to Under Secretary (Rules), Revenue Deptt. for information and necessary action at their end.

Sd/-

Secretary Revenue

Endst No. 4/10/2005-2IDM-1/1268

Chandigarh dated the 30/03/07

A copy is forwarded to the Director, NDM, Govt. of India, Ministry of Home Affairs, New Delhi, for information and necessary action at their end.

Sd/-

Secretary Revenue

Government of Punjab
Department of Rev. Reh. and Disaster Management
(DISASTER MANAGEMENT 1 Branch)

To

All the Commissioners of Divisions
and Deputy Commissioners
in the State of Punjab.

Memo No. 4/10/2005-2D.M.1/1423
Chandigarh, dated the 10th April/2007

Subject: Assessment of damage and disbursement of relief to farmers affected by natural calamities-Deletion of condition of ten acres per khatauni.

The instructions issued vide letters No.7/7/95-ER-II/5152, dated 14.9.1995 and No. 4/10/95-2-DM-1/1264, dated 30.3.2007 are further amended to the extent that the condition of 10 acres per khatauni for assessment of damage to crops and disbursement of relief is hereby deleted. This will take effect from 1.1.2007

sd/-

Secretary Revenue

A copy is forwarded to :-

1. Principal Secretary to Chief Minister, Punjab for the information of the Chief Minister, Punjab
2. Principal Secretary Finance for information and necessary action.

sd/-

Secretary Revenue

To

1. Principal Secretary/Chief Minister.
2. Principal Secretary Finance .

I.D.No. 4/10/2005-2D.M.1/1424

Chandigarh, dated the 10th April,2007

ਰਜਿਸਟਰਡ

ਪੰਜਾਬ ਸਰਕਾਰ
ਮਾਲ, ਪੁਨਰਵਾਸ ਤੇ ਡਿਜ਼ਸਟਰ ਮੈਨੇਜਮੈਂਟ ਵਿਭਾਗ
(ਡਿਜ਼ਸਟਰ ਮੈਨੇਜਮੈਂਟ-1 ਸ਼ਾਖਾ)

ਸੇਵਾ ਵਿਖੇ

ਸਕੱਤਰ,

ਪੰਜਾਬ ਰਾਜ ਬਿਜਲੀ ਬੋਰਡ, ਪਟਿਆਲਾ।

ਮੀਮੋ ਨੰ: 5/19/07-6 ਡੀ. ਐਮ.-1/2546

ਚੰਡੀਗੜ੍ਹ, ਮਿਤੀ 28/5/07

ਵਿਸ਼ਾ: ਅੱਗ ਨਾਲ ਫਸਲਾਂ ਨੂੰ ਹੋਏ ਨੁਕਸਾਨ ਦੀ ਰਾਹਤ ਦੇਣ ਸਬੰਧੀ।

ਹਵਾਲਾ: ਆਪ ਦਾ ਪੱਤਰ ਨੰ: 28435/29030/ਜੀਬੀ-348, ਮਿਤੀ 5.5.2001.

ਮਾਨਯੋਗ ਮੁੱਖ ਮੰਤਰੀ, ਪੰਜਾਬ ਜੀ ਦੀ ਮਿਤੀ 7-5-07 ਨੂੰ ਹੋਈ ਮੀਟਿੰਗ ਦੇ ਦੌਰਾਨ ਰਾਜ ਦੇ ਕੁੱਝ ਡਿਪਟੀ ਕਮਿਸ਼ਨਰਾਂ ਵਲੋਂ ਧਿਆਨ ਵਿੱਚ ਲਿਆਂਦਾ ਗਿਆ ਕਿ ਜਿਹੜੀਆਂ ਫਸਲਾਂ ਦਾ ਨੁਕਸਾਨ ਬਿਜਲੀ ਦੇ ਸਾਰਟ ਸਰਕਟ ਨਾਲ ਹੋ ਰਿਹਾ ਹੈ ਉਨ੍ਹਾਂ ਦੀ ਰਾਹਤ ਦੀ ਅਦਾਇਗੀ ਪੰਜਾਬ ਰਾਜ ਬਿਜਲੀ ਬੋਰਡ ਦੇ ਖੇਤਰੀ ਅਫਸਰਾਂ ਵਲੋਂ ਸਮੇਂ ਸਿਰ ਨਹੀਂ ਕੀਤੀ ਜਾਂਦੀ ਜਿਸ ਕਰਕੇ ਪ੍ਰਭਾਵਿਤ ਕਿਸਾਨਾਂ ਨੂੰ ਬੜੀ ਮੁਸ਼ਕਿਲ ਦਾ ਸਾਹਮਣਾ ਕਰਨਾ ਪੈ ਰਿਹਾ ਹੈ। ਇਸ ਸਬੰਧ ਵਿੱਚ ਆਪ ਜੀ ਦਾ ਧਿਆਨ ਆਪ ਦੇ ਪੱਤਰ ਨੰ: 28435/29030/ਜੀਬੀ-348, ਮਿਤੀ 5.5.2001 ਜਿਸ ਰਾਹੀਂ ਪੰਜਾਬ ਰਾਜ ਬਿਜਲੀ ਬੋਰਡ ਵਲੋਂ ਆਪਣੇ ਅਧੀਨ ਕੰਮ ਕਰਦੇ ਅਧਿਕਾਰੀਆਂ ਨੂੰ ਇਸ ਸਬੰਧ ਵਿੱਚ ਹਦਾਇਤਾਂ ਜਾਰੀ ਕੀਤੀਆਂ ਹੋਈਆਂ ਹਨ, ਵੱਲ ਦਿਵਾਇਆ ਜਾਂਦਾ ਹੈ, ਪ੍ਰੰਤੂ ਇਨ੍ਹਾਂ ਦੀ ਇੰਨ ਬਿੰਨ ਪਾਲਣਾ ਖੇਤਰੀ ਅਫਸਰਾਂ ਵਲੋਂ ਨਹੀਂ ਕੀਤੀ ਜਾ ਰਹੀ।

2. ਇਸ ਸਬੰਧ ਵਿੱਚ ਆਪ ਜੀ ਨੂੰ ਬੇਨਤੀ ਕੀਤੀ ਜਾਂਦੀ ਹੈ ਕਿ ਆਪਣੇ ਹਵਾਲੇ ਵਿੱਚ ਦਰਜ ਪੱਤਰ ਮਿਤੀ 5.5.2001 ਦੇ ਪੈਰਾ 1 ਵਿੱਚ ਅੱਗ ਦੇ ਕਾਰਣਾਂ ਦੀ ਤਸਦੀਕ ਸੀਨੀਅਰ ਐਕਸੀਅਨ/ਇੰਚਾਰਜ ਵਲੋਂ ਕਰਨ ਦੀ ਸਰਤ ਨੂੰ ਵਾਪਿਸ ਲਿਆ ਜਾਵੇ ਅਤੇ ਆਪਣੇ ਅਧੀਨ ਕੰਮ ਕਰਦੇ ਖੇਤਰੀ ਅਧਿਕਾਰੀਆਂ ਨੂੰ ਲੋੜੀਂਦੀਆਂ ਹਦਾਇਤਾਂ ਤੁਰੰਤ ਜਾਰੀ ਕੀਤੀਆਂ ਜਾਣ ਕਿ ਪੰਜਾਬ ਵਿੱਚ ਜਿੱਥੇ ਵੀ ਫਸਲਾਂ ਨੂੰ ਨੁਕਸਾਨ ਬਿਜਲੀ ਦੇ ਸਾਰਟ ਸਰਕਟ ਨਾਲ ਹੋਣ ਸਬੰਧੀ ਡਿਪਟੀ ਕਮਿਸ਼ਨਰਾਂ ਵਲੋਂ ਰਿਪੋਰਟ ਕੀਤੀ ਜਾ ਰਹੀ ਹੈ ਅਜਿਹੇ ਕੇਸਾਂ ਨੂੰ Final ਅਤੇ Binding ਮੰਨਦੇ ਹੋਏ ਉਨ੍ਹਾਂ ਤੇ ਜੰਗੀ ਪੱਧਰ ਤੇ ਲੋੜੀਂਦੀ ਕਾਰਵਾਈ ਕਰਨ ਉਪਰੰਤ ਪ੍ਰਭਾਵਿਤ ਕਿਸਾਨਾਂ ਨੂੰ ਤੁਰੰਤ ਰਾਹਤ ਦਿੱਤੀ ਜਾਵੇ। ਇਥੇ ਇਹ ਵੀ ਦਸਣਾ ਯੋਗ ਹੋਵੇਗਾ ਕਿ ਮਿਤੀ 30-3-2007 ਨੂੰ ਕੁਦਰਤੀ ਆਫ਼ਤਾਂ ਦੇ ਨਾਹਮਜ਼ ਵਿੱਚ ਵਾਧਾ ਕੀਤਾ ਗਿਆ ਹੈ ਜਿਸ ਦੀ ਕਾਪੀ ਨਾਲ ਨੱਥੀ ਕੀਤੀ ਜਾਂਦੀ ਹੈ ਤੇ ਇਹ ਹਦਾਇਤਾਂ ਅੱਗ ਨਾਲ ਨੁਕਸਾਨ ਗ੍ਰਸਤ ਫਸਲਾਂ ਦੀ ਰਾਹਤ ਦੇ ਮਾਮਲੇ ਵੀ ਕਵਰ ਕਰਦੀਆਂ ਹਨ। ਇਨ੍ਹਾਂ ਮੁਤਾਬਿਕ ਆਪਣੇ ਰਾਹਤ ਦੇ ਰੇਟ ਸੋਧ ਲਏ ਜਾਣ।

ਮਾਨਯੋਗ ਮੁੱਖ ਮੰਤਰੀ ਜੀ ਦੇ ਹੁਕਮਾਂ ਅਨੁਸਾਰ ਡਿਪਟੀ ਕਮਿਸ਼ਨਰਾਂ ਤੋਂ ਜੋ ਵੀ ਬਿਜਲੀ ਦੇ ਸਾਰਟ ਸਰਕਟ ਨਾਲ ਨੁਕਸਾਨ ਦੀਆਂ ਰਿਪੋਰਟਾਂ ਪ੍ਰਾਪਤ ਹੁੰਦੀਆਂ ਹਨ ਉਨ੍ਹਾਂ ਤੇ ਤੁਰੰਤ ਕਾਰਵਾਈ ਕਰਨ ਲਈ ਆਪਣੇ ਖੇਤਰੀ ਅਫਸਰਾਂ ਨੂੰ ਸਖਤ ਹਦਾਇਤ ਕੀਤੀ ਜਾਵੇ ਅਤੇ ਉਨ੍ਹਾਂ ਦੀ ਇਕ ਕਾਪੀ ਇਸ ਵਿਭਾਗ ਨੂੰ ਸੂਚਨਾ ਹਿੱਤ ਭੇਜੀ ਜਾਵੇ।

-ਸਹੀ-

ਉਪ ਸਕੱਤਰ ਮਾਲ (ਡੀ. ਐਮ)

ਪਿੱਠ ਅੰਕਣ ਨੰ: 5/19/07-6ਡੀ. ਐਮ.1/2645

ਚੰਡੀਗੜ੍ਹ, ਮਿਤੀ 1.6.07

ਇਸਦਾ ਇਕ ਉਤਾਰਾ ਰਾਜ ਦੇ ਸਮੂਹ ਡਿਪਟੀ ਕਮਿਸ਼ਨਰਾਂ ਨੂੰ ਸੂਚਨਾ ਅਤੇ ਲੋੜੀਂਦੀ ਕਾਰਵਾਈ ਹਿੱਤ ਭੇਜਿਆ ਜਾਂਦਾ ਹੈ।

-ਸਹੀ-

ਸੁਪਰਡੈਂਟ, ਗ੍ਰੇਡ-1

Government of Punjab
Department of Rev. Reh. and Disaster Management
(D.M.1 Branch)

To

All the Commissioners of Divisions
and Deputy Commissioners
in the State of Punjab.

Memo No. 4/10/2005-2D.M.1/4250
Chandigarh, dated the 30/7/07

**Subject: Revision of Items and Norms of assistance from the Calamity Relief Fund (CRF)
 and the National Calamity Contingency Fund (NCCF) for the period between
 2005-2010.**

In supersession of Government instructions issued vide this Department memo No. 7/7/95-ER-II/5192, dated 14.9.95 and memo No. 7/7/95-ER-II/4731, dated 25.8.95, and memo No. 2/6/2001-ER-II/10340, dated 26.11.2001, the items and norms of relief for incurring expenditure out of CRF/NCCF are revised to the extent the norms and rates mentioned in the annexure enclosed to this letter. However, the rates and norms fixed by the State Government vide memo No. 4/10/2005-2-DMI/1264-68, dated 30.3.2007 would prevail for the items against which rates of State Government are higher than the rates fixed by Govt. of India as given in this annexure.

sd/-

Encl: Annexure

Joint Secretary to Government, Punjab,
Department of Revenue, Reh.

and Disaster Management

No.32-34/2005-NDM-I
Government of India
Ministry of Home Affairs
(Disaster Management-I Division)

North Block, New Delhi
Dated, the 27th June, 2007

To

1. **Chief Secretaries of all States**
2. **The Relief Commissioners / Secretaries, Department of Disaster management of all States**

Subject:- Revision of Items and Norms of assistance from the Calamity Relief Fund (CRF) and the National Calamity Contingency Fund (NCCF) for the period between 2005-2010

Sir,

I am directed to state that the Twelfth Finance Commission (TFC) has given its recommendations on financing of relief expenditure on natural calamities for the period 2005-2010 which were accepted by the Government of India. In accordance with the said recommendations, and Expert Group was set up in the Ministry of Home Affairs under the Chairmanship of the Joint Secretary (DM-I) and Central Relief Commissioner to review and revise the extant items and norms of assistance from CRF/NCCF and to recommend norms for the newly included natural calamities of "landslides", "Avalanches", "Cloud burst" and "Pest Attacks" to be followed during the period between 2005-2010. The Group comprised of representatives of certain States and Central Ministries.

2. The Government of India has revised the items and norms of assistance considering the recommendations of the Expert Group and accordingly the approved list of items and norms for assistance from CRF/NCCF in the wake of identified natural calamities is **Annexed**. These revised norms will come into force prospectively with immediate effect. The State Governments are requested to kindly ensure that the expenditure from CRF/NCCF is incurred as per these approved items/ norms only.

4. The revised items and norms can also be downloaded from website of Disaster Management Division of Ministry of Home Affairs i.e. www.ndmindia.nic.in.
5. A copy of the communication along with its enclosures is also being sent to the Accountants General of the States for necessary action.
6. This supercedes this Ministry's earlier letters on this subject, the last being No. 32-22/2004-NDM-I dated the 15th June, 2005.

Yours faithfully,

sd/-

(B.Murali Kumar)

Director (NDM-I)

Tele: 23092696/Fax: 23093750

Encl: As above.

Copy for information and necessary follow up action to:-

1. Accountants General of all State Governments.
2. Controller General of Accounts (CGA), New Delhi
3. Comptroller & Auditor General (CAG), New Delhi.
4. Resident Commissioners of all State Governments.

Copy to:-

1. Ministry of Finance, Department of Expenditure (Shri V.S. Senthil) JS (PF), North Block, New Delhi.
2. Ministry of Agriculture, (Shri Mukesh Khuller) Joint Secretary (DM), Krishi Bhawan, New Delhi.
3. Planning Commission, (Shri R. Sreedharan,) Joint Secretary (SP), Yojna Bhawan, New Delhi.
4. National Disaster Management Authority (Shri J.B. Sinha, Joint Secretary)
5. All concerned Central Ministries/ Departments /Organizations.
6. PMO/Cabinet Secretariat.
7. PS to HM/PS to MOS (R)
8. Sr. PPS to Home Secretary/ Secretary (BM)/Joint Secretary (DM-I)/ Joint Secretary (DM-II)/Publicity Officer/NIC.

**REVISED LIST OF ITEMS AND NORMS OF ASSISTANCE FROM CALAMITY
RELIEF FUND (CRF) AND NATIONAL CALAMITY CONTINGENCY FUND
(NCCF) FOR THE PERIOD 2005-10 (MHA) LETTER NO. 32/34/2007-NDM-I
DATED THE 27TH JUNE, 2007.**

S.N.	ITEM	NORMS OF ASSISTANCE
1.	GRATUITOUS RELIEF	
	(a) Ex-gratia payment to the families of deceased persons.	Rs. 1.00 lakh per deceased ➤ It would be necessary to obtain a Certificate of cause of death issued by an appropriate authority designated by the State Government certifying that the death has occurred due to a natural calamity notified by the Ministry of Finance in the Scheme of CRF/NCCF. ➤ In the case of a Government employees/relief worker who loses his/her life, while engaged in rescue and relief operations, in the aftermath of a notified natural calamity or during preparedness activities like mock drills etc., his/her family would be paid ex-gratia @ Rs. 1.00 lakh per deceased. ➤ In the case of an Indian citizen who loses his life due to a notified natural calamity in a foreign country, his family would not be paid this relief. ➤ Similarly, in the case of a Foreign citizen who loses his life due to a notified natural calamity within the territory of India, his family would also not be paid this relief.
	(b) Ex-gratia payment for loss of limb or eye	(i) Rs. 35,000/- per person (when the disability is between 40% and 75% duly certified by a Government doctor or doctors from the panel approved by the Government). (ii) Rs. 50,000/- per person (when the disability is more than 75% duly certified by a Government doctor or doctors from the panel approved by the Government).
	(c) Grievous injury requiring hospitalization	➤ Rs. 7,500/- per person (grievous injury requiring hospitalization for more than a week). ➤ Rs. 2,500/- per person (grievous injury requiring hospitalization for less than a week).
	(d) Relief for the old, infirm and destitute children.	➤ Rs. 20/- per adult, and Rs. 15/- per child per day.
	(e) Clothing and utensils/household goods for families whose houses have been washed away/fully damaged/severely inundated for more than a week	➤ Rs. 1000/- for loss of clothing per family and Rs. 1000/- for loss of utensils/household goods per family.

	due to a natural calamity.	
	(f) Gratuitous relief for families in dire need of immediate sustenance after a calamity. Gr should only be given to those who have no food reserve, or whose food reserves have been wiped out in a calamity, and who have no other immediate means of support.	➤ Rs. 20/- per adult, and Rs. 15/- per child per day.
		<u>Period for providing gratuitous relief</u> (i) Natural Calamities other than drought and pest attack (locust and rodent menace only) ➤ Upto a maximum period of 15 days. ➤ In the case of above mentioned notified natural calamities of a severe nature, relief can be provided upto 30 days with the approval of State Level Committee for assistance to be provided under CRF and as per the assessment of the Central Team for assistance to be provided under NCCF. ii) Drought/ pest attack (locust and rodent menace only). ➤ The maximum period for which the relief can be provided is upto 60 days and in case of severe drought/pest attack upto 90 days. ➤ In case the drought/pest attack situation persists beyond 90 days, the State Level Committee shall, after a detailed review, decide the further period for which relief can be provided from CRF, on a month to month basis, co-terminus with the actual period of prevailing situation.
2.	Supplementary Nutrition.	Rs. 2.00 per head per day, as per ICDS norms. <u>Period for providing relief</u> (i) Natural Calamities other than drought and pest attack (locust and rodent menace only). ➤ Upto a maximum period of 30 days with the approval of State Level Committee for assistance from CRF and as per the assessment of the Central Team for assistance from NCCF. (ii) Drought/ pest attack (locust and rodent menace only). ➤ The maximum period for which the relief can be provided is upto 60 days. ➤ In case of drought pest attack (locust and rodent menace only) of a severe nature, the period for provision of relief may be

		extended upto a maximum period of 90 days with the approval of State Level Committee for assistance to be provided under CRF and as per the assessment of the Central Team for assistance to be provided under NCCF.
3.	Assistance to small and marginal farmers for:-	
	a) Desilting of agricultural land	Rs. 6000/- per hectare:- (where thickness of sand/silt deposit is more than 3", to be certified by the competent authority of the State Government.)
	b) Removal of debris on agricultural land in hilly areas	Rs. 6,000/- per hectare
	c) Desilting/ Restoration/ Repair of fish farms	Rs. 6,000/- per hectare (Subject to the condition that no other assistance/subsidy has been availed of by/ is eligible to the beneficiary under any other Government Scheme)
	(d) Loss of substantial portion of land caused by landslide, avalanche, change of course of rivers.	➤ Rs. 15,000/- per hectare (Assistance will be given to only those small and marginal farmers whose ownership of the land lost is legitimate as per the revenue records).
	(e) Agriculture input subsidy where crop loss was 50% and above.	
	(i) For agriculture crops, horticulture crops and annual plantation crops	➤ Rs. 2,000/- per hectare in rainfed areas. ➤ Rs. 4,000/- per hectare for areas under assured irrigation. (a) No input subsidy will be payable for agricultural land remaining unsown or fallow. (b) Assistance payable to any small farmer with tiny holding may not be less than Rs. 250.
	(ii) Perennial crops	➤ Rs. 6,000/- per hectare for all types of perennial crops. (a) No input subsidy will be payable for agricultural land remaining unsown or fallow. (b) Assistance payable to any small farmer with tiny holding may not be less than Rs. 500.
4	Input subsidy to farmers other than small & marginal farmers	Assistance may be provided where crops loss is 50% and above, subject to a ceiling of 1 hectare per farmer and up to 2 hectare per farmer in case of successive calamities irrespective of the size of his holding being large, at the following rates:- ➤ Rs. 2,000/- per hectare in rainfed areas. ➤ Rs. 4,000/- per hectare for areas under assured irrigation. ➤ Rs. 6,000/- per hectare for all types of perennial crops.

		➤ No input subsidy will be payable for agricultural land remaining unsown or fallow.
5	Assistance to small & marginal sericulture farmers.	➤ Rs. 2,000/- per ha. for Eri, Mulberry and Tussar ➤ Rs. 2500 per ha. for Muga
6	<u>Employment Generation</u> <i>(Only to meet additional requirement after taking into account funds available under various Plans/Schemes with elements of employment generation e.g., NREGP, SGRY)</i>	➤ Daily wages to be at par with minimum wage for unskilled labourers notified by the State Government concerned. ➤ Contribution from Relief Fund to be restricted up to 8 Kgs of wheat or 5 Kgs of rice per person per day-subject to the availability of stock in the State. The cost of the foodgrains is to be worked out on the basis of "economic cost". ➤ The remaining part of the minimum wages will be paid in cash. The cash component should not be less than 25% of the minimum wage. ➤ The above assistance will be for a period of 10 days in a month (15 days in a month in areas where other schemes/projects with elements of employment generation are not in operation). ➤ State Govt. is required to lift and utilize the allocated foodgrains within 3 months from the date of issue of the order of allocation. No request for extension of the said period shall be entertained. ➤ Work to be provided to one person from every willing rural household in the affected areas, subject to the assessment of actual demand on a case-to-case basis. ➤ As assessed by the State Level Committee for assistance to be provided from CRF and assessed by the Central Team for assistance to be provided from NCCF.
7	Animal Husbandry: Assistance to small and marginal farmers/agricultural labourers. (i) Replacement of drought animals, milch animals or animals used for haulage	➤ Milch animal: i) Buffalo/cow/camel/yak @Rs. 10,000/- ii) Sheep/Goat @Rs 1,000/- <u>Drought Animals:</u> i) Camel/horse/bullock, etc. @ Rs. 10,000/-. ii) Calf, Donkey, and pony @ Rs. 5,000/-. ➤ The assistance may be restricted for the actual loss of economically productive animals and will be subject to a ceiling of 1 large milch animal or 4 small milch animals or 1 large draught animal or 2 small draught animals per household irrespective of whether a household has lost a larger number of animals. (The loss is to be certified by the

		<i>Competent Authority designated by the State Government).</i> <u>Poultry:-</u> Poultry @ 30/- per bird subject to a ceiling of assistance of Rs. 300/- per beneficiary household. The death of the poultry birds should be on account of the notified natural calamity. <u>Note:-</u>Relief under these norms is not eligible if the assistance is available from any other Government Scheme, e.g., loss of birds due to Avian Influenza or any other diseases for which the Department of Animal Husbandry has a separate scheme for compensating the poultry owners.
	(ii) Provision of fodder/feed concentrate in the cattle camps	➤ Large animals- Rs 20/- per day ➤ Small animals:- Rs. 10/- per day <u>Period for providing assistance</u> i) <u>Notified Calamities other than draught.</u> ➤ Upto a maximum period of 15 days. ii) <u>Drought</u> ➤ Upto 60 days and in case of severe drought upto 90 days. ➤ In case the drought situation persists beyond 90 days the State Level Committee shall, after a detailed review, decide the further period for which relief can be provided from NCCF, on a month to month basis, co-terminus with the actual period of scarcity/onset of rains.
	(iii) Water supply in cattle camps	➤ To be assessed by the State Level Committee for assistance to be provided from CRF and by the Central Team for assistance to be provided from NCCF. <u>Period for providing assistance</u> i) <u>Notified Calamities other than drought</u> ➤ Upto a maximum period of 15 days. ii) <u>Drought</u> ➤ Upto 60 days and in case of severe drought upto 90 days. ➤ In case the drought persists beyond 90

		days, the State Level Committee shall, after a detailed review, decide the further period for which relief can be provided from CRF, on a month to month basis, co-terminus with the actual period of scarcity/onset of rains.
	(iv) Additional cost of medicines and vaccine (Calamity related requirements)	➤ To be assessed by the State Level Committee for assistance to be provided from CRF and by the Central Team for assistance to be provided from NCCF.
	(v) Supply of fodder outside cattle camps	➤ Additional expenditure on transport of fodder from the approved fodder depot to neutralize calamity related price rise to be determined on a case-to-case basis by the State Level Committee for assistance to be provided under CRF and as per the assessment of Central Team for assistance to be provided under NCCF.
	(vi) Movement of useful cattle to other areas	➤ To be assessed by the State Level Committee for assistance to be provided from CRF and by the Central Team for assistance to be provided from NCCF.
8	Assistance to Fisherman (a) for repair/replacement of boats, nets-damaged or lost ---Boat ---Dugout-canoe ---Catamaran ---Nets (This assistance will not be provided if the beneficiary is eligible or has availed of any subsidy/assistance, for the instant calamity, under any other Government Scheme).	➤ Rs. 2,500/- (for repair of partially damaged traditional crafts (all types) plus net) ➤ Rs. 7,500/- (for replacement of fully damaged traditional crafts (all types) plus net). - Such traditional crafts are to be registered with the State Government. - Extent of damage (partial or full) to be determined/certified by a competent authority designated by the State Government.
	(b) Input subsidy for fish seed farm	Rs. 4,000/- per Hectare (This assistance will not be provided if the beneficiary is eligible for or has availed of any subsidy/assistance, for the instant calamity, under any other Government Scheme except the one time subsidy provided under the Scheme of Department of Animal Husbandry, Dairying and Fisheries, Ministry of Agriculture).
9.	Assistance to artisans in handicrafts/handloom sectors by way of subsidy for repair/replacement of damaged equipments.	

	a) For Traditional Crafts (Handicrafts)	
	(i) For replacement of damaged tools/equipment	➤ Rs. 2,000/- per artisan ➤ Damage/replacement to be duly certified by Competent Authority designated by the State Government.
	(ii) For loss of raw material/goods in process/finished goods.	➤ Rs. 2,000/- per artisan. • Damage/Loss to be certified by Competent Authority designated by the State Government.
	b) For Handloom Weavers	
	(i) Repair/replacement of loom equipments and accessories	<u>For repair of loom</u> ➤ Rs. 1,000/- per loom <u>For replacement of looms</u> ➤ Rs. 2,000/- per loom ➤ Damage/replacement to be certified by the competent authority designated by the Government.
	(ii) Purchase of yarn and other materials like dyes & chemicals and finished stocks.	➤ Rs. 2,000/- per loom ➤ Damage/replacement to be certified by the competent authority designated by the Government.
10.	Assistance for repair/restoration of damaged houses.	➤ The damaged house should be an authorized construction duly certified by the Competent Authority of the State Government. ➤ The extent of damage to the house is to be certified by a technical authorized by the State Government.
	(a) Fully damaged/destroyed houses	
	(i) Pucca house	➤ Rs. 25,000/- per house.
	(ii) Kutchha house	➤ Rs. 10,000/- per house.
	b) Severely damaged houses	
	(i) Pucca house	➤ Rs. 5,000/- per house
	(ii) Kutchha house	➤ Rs. 2,500/- per house
	(c) Partially Damaged Houses- both pucca/kutchha (other than hut) (where the damage is minimum of 15%)	➤ Rs. 1,500/- per house
	(d) Huts: damaged/destroyed	➤ Rs. 2,000/- per Hut ➤ <i>(Hut means Temporary, make shift</i>

		<i>unit, inferior to Kutcha house, made of thatch, mud, plastic sheets etc. traditionally seen & recognized and known as Hut by the State/District Authorities).</i>
11.	Provision of emergency supply of drinking water in rural areas and urban areas.	➤ As assessed by the State Level Committee for assistance to be provided under CRF and as per the assessment of the Central Team for assistance to be provided under NCCF.
12.	Provision of medicines, disinfectants, insecticides for prevention of outbreak of epidemics.	➤ As above.
13.	Medical care for cattle and poultry against epidemics as a sequel to a notified natural calamity.	➤ As above.
14.	Evacuation of people affected/likely to be affected.	➤ As above.
15.	Hiring of boats for carrying immediate relief & saving life	➤ As above. ➤ The quantum of assistance will be limited to the actual expenditure incurred on hiring boats and essential equipment required for rescuing stranded people and thereby saving human lives during a notified natural calamity.
16.	Provision for temporary accommodation, food, clothing, medical care etc. of people affected/evacuated (operation) of relief camps)	• As assessed by the State Level Committee for assistance to be provided under GRF and as per the assessment of the Central Team for assistance to be provided under NCCF. • Quantum of assistance will be limited to the actual expenditure incurred, during the specified period. <u>Period</u> ➤ In case of natural calamities other than drought for a maximum period upto 15 days. ➤ In case of natural calamities other than drought of a severe nature for a maximum period upto 30 days.

		<u>Drought</u> ➤ In case of drought, the maximum period for which the relief can be provided is upto 60 days and in case of severe drought upto 90 days. ➤ In case the drought situation persists beyond 90 days, the State Level Committee shall, after a detailed review, decide the further period for which relief can be provided, on a month to month basis, co-terminus with the actual period of scarcity/onset of rains.
17.	Air dropping of essential supplies.	➤ As assessed by the State Level Committee for assistance to be provided under CRF and as per the assessment of the Central Team for assistance to be provided under NCCF. ➤ The quantum of assistance will be limited to actual amount raised in the bills by the Air Force/other aircraft providers for airdropping of essential supplies and rescue operations only.
18.	Repair/restoration of immediate nature of the damaged infrastructure in eligible sectors: (1) Roads & bridges (2) Drinking Water Supply Works, (3) Irrigation, (4) Power (only limited to immediate restoration of electricity supply in the affected areas), (5) Primary Education, (6) Primary Health Centres, (7) Community assets owned by Panchayats. Sectors such as Telecommunication and Power (except immediate restoration of power supply), which generate their own revenues, and also undertake immediate repair/restoration works from their own	<u>Activities of immediate nature</u> An illustrative list of activities which may be considered as works of an immediate nature are given in the enclosed Appendix. <u>Time Period</u> The following time limits are indicated for undertaking works of immediate nature. <u>For Plain areas</u> a) 30 days in case of calamity of normal magnitude. b) 45 days in case of calamity of severe magnitude.

	funds/resources, are excluded.	<u>For hilly areas and North Eastern States</u> a) 45 days in case of calamity of normal magnitude. b) 60 days in case of calamity of severe magnitude. <u>Assessment of requirements</u> ➤ On the basis of assessment made by the State Level Committee for assistance to be provided under CRF and on the basis of the assessment of the Central Team for assistance to be provided under NCCF.
19.	Replacement of damaged medical equipment and lost medicines of Govt. hospitals/health centres.	➤ As assessed by the State Level Committee for assistance to be provided under CRF and as per the assessment of the Central Team for assistance to be provided under NCCF. ➤ The quantum of relief will be limited to the actual expenditure incurred.
20.	Operational cost (of POL only) for Ambulance Service, Mobile Medical Teams and temporary dispensaries.	➤ As above. ➤ The list of items, which fall under operational cost, will generally include:- ▪ Cost of putting up temporary medical camps/temporary dispensaries. ▪ Hiring of ambulance vehicles. ▪ Hiring of transport vehicles for mobile medical teams only. ▪ Actual POL expenditure for ambulance and transport vehicles for mobile medical teams.
21.	Cost of clearance of debris.	➤ As assessed by the State Level Committee for assistance to be provided under CRF and as per the assessment of the Central Team for assistance to be provided under NCCF. ➤ The quantum of relief will be limited to the actual expenditure incurred. ➤ Cost of clearance of debris includes removal of debris of stones, bricks, steel/iron which is restricted to inhabited areas only.
22.	Draining off flood water in affected areas	➤ As assessed by the State Level Committee for assistance to be provided under CRF and as per the assessment of the Central Team for assistance to be provided under NCCF.

		➤ The quantum of relief will be limited to the actual expenditure incurred.
23.	Cost of search and rescue measures	➤ As assessed by the State Level Committee for assistance to be provided under CRF and as per the assessment of the Central Team for assistance to be provided under NCCF. ➤ The quantum of relief will be limited to the actual expenditure incurred on search and rescue operations within a period of two weeks of the notified natural calamity.
24.	Disposal of dead bodies/carcasses	➤ On actual basis, as reported by the State Government or as recommended by the Central Team.
25.	Training to specialist/multi disciplinary groups/teams of the State personnel drawn from different cadres/services/personnel involved in management of disaster in the State.	➤ Expenditure is to be incurred from CRF only (and not from NCCF), as assessed by the State Level Committee. ➤ The total expenditure on item 25 and 26 collectively should not exceed 10% of the annual allocation of the CRF.
26.	Procurement of essential search, rescue and evacuation equipments including communication equipments.	➤ As above

SL No.	New Items	Norms
27.	Landslides, cloudburst and avalanches.	➤ The norms for various items will be the same as applicable to other notified natural calamities, as listed above.
28.	Pest attack (locust and rodent menace only).	➤ With regard to the norms of assistance for crop damaged due to pest attack, it will be on the lines of assistance provided to the affected farmers in the wake of damage to crops by other notified natural calamities. ➤ However, expenditure on aerial spray of pesticides for pest control will be met under the ongoing Scheme of the Department of Agriculture & Cooperation, Ministry of Agriculture, as spraying is required to be done on larger areas and not on field to field basis, owned by the individual farmers.
29.		NORMS FOR EXISTING NATURAL CALAMITY OF FIRE
	(i) Fire	➤ Assistance in the wake of accidental fire may be provided for loss/damage to lives, limbs, crops, property etc. in inhabited areas as per the items and norms in the wake of other notified natural calamities. ➤ The eligibility of assistance as per above criteria is to be certified by the competent

		Authority of the State. ➤ The incident relating to Forest fire may be covered to some extent under the Scheme of the Ministry of Environment & Forests i.e., Integrated Forest Protection Scheme. Relief assistance will be provided to the people affected due to forest fire for loss/damage to lives, limbs, crops, property etc. as per the items and norms applicable in the wake of other notified natural calamities, to the extent, such losses are not covered under the Integrated Forest Protection Scheme. ➤ With regard to Fire incidents relating to industrial commercial installations, these are required to be covered under insurance.
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Illustrative list of activities identified as of an immediate nature.

1. Drinking Water Supply:

- i) Repair of damaged platforms of Hand pumps/Ring wells/Spring-tapped chambers/Public stand posts, cisterns.
- ii) Restoration of damaged stand posts including replacement of damaged pipe lengths with new pipe lengths, cleaning of clear water reservoir (to make it leak proof).
- iii) Repair of damaged pumping machines leaking overhead reservoirs and water pumps including damaged intake-structures, approach gantries/jetties.

2. Roads

- (i) Filling up of breaches and potholes, use of pipe for creating waterways, repair and stone pitching of embankments.
- (ii) Repair of breached culverts.
- (iii) Providing diversions to the damaged/washed out portions of bridges to restore immediate connectivity.
- (iv) Temporary repair of approaches to bridges/embankments of bridges, repair of damaged railing bridges, repair of causeways to restore immediate connectivity, granular sub base, over damaged stretch of roads to restore traffic.

3. Irrigation:

- (i) Immediate repair of damaged canal structures and earthen/masonry works of tanks and small reservoirs with the use of cement, sand bags and stones.
- (ii) Repair of weak areas such as piping or rats holes in dam walls/embankments.
- (iii) Removal of vegetative material/building material/debris from canal and drainage system.

4. Health

Repair of damaged approach roads, buildings and electrical lines of PHCs/Community Health Centres.

5. Community assets of Panchayat

- a. Repair of village internal roads.
- b. Removal of debris from drainage/sewerage lines.
- c. Repair of internal water supply lines.
- d. Repair of street lights.
- e. Temporary repair of primary schools, Panchayat ghars, community halls, anganwadi etc.

