

**Location of the Office:**

O/o the District Disaster Management Authority and Emergency Operations Centre,  
West Garo Hills, Tura, Meghalaya  
Pin code: 794001

Photo

- 1) Chairman: Shri. Pravin Bakshi, IAS
- 2) Chief Executive Officer: Shri Dikki D. Shira, MCS
- 3) Addll. District Project Officer: Shri James D. Sangma

### The Incident Response Team of West Garo Hills District

IRS Position	Designated officers
<b>Responsible Officer (RO)</b>	<b>Shri Pravin Bakshi, IAS, DC &amp; Chairman, DDMA, WGH, Tura</b>
<b>Senior Officers to assist RO in EOC. They are to reach the District EOC within 1 hour of the receipt of information of emergencies</b>	<b>Superintendent of Police (Hdqtr); Superintendent of Police (C); Addl. Chief Engineer (PWD); Addl. Chief Engineer (PHE), Superintendent Engineer (WR), District Medical &amp; Health Officer, District Agriculture Officer, District Veterinary &amp; Animal Husbandry Officer, Assistant District Project Officer (DM)/District Disaster Management Officer</b>
<b>Command Staff</b>	
Incident Commander	<b>Shri Dikki D. Shira, MCS, Addl. DC &amp; CEO</b>
Deputy IC	Smit Annie Valen D. Shira, ADC; Shri Dolorich G. Momin, MCS, EAC; Smt Pearla Tachi D. Sangma, MCS, EAC
Information & Media Officer	Shri F.K. Marak, Asst. Director of IPR
Safety Officer	Shri Satish Kumar Dogra, 2 <sup>nd</sup> i/c (Operations), BSF, Tura; Shri Bruno A. Sangma, MPS, Addl. SP, Tura; Dr. Marwin Sangma, Addl. District Medical & Health Officer, Tura; Shri Peniwel Sangma, Commandant, Home Guards, Tura; E.E., PWD (Building), Shri Sailendro D. Sangma, Sr. Station Officer, F&ES, Tura
Liaison Officer	Smit Annie Valen D. Shira, MCS, ADC; Shri Dolorich G. Momin, MCS, EAC

#### General Staff

<b>Operation Section</b>	
<b>Operation Section Chief</b>	<b>Shri Dr. Sacheng R. Marak, MPS, 2<sup>nd</sup> i/c, 2<sup>nd</sup> Battalion, Goeragre</b>
Staging Area Manager	Smt. Sabrella B. Marak, MCS, Addl. DC, & Shri A.F.G. Momin, EE, MECL.
Response Branch Director	Circle Inspector, Tura
Division Supervisor	OC /IC of Police Stations, Out-Posts and Beat House

Task Force/Strike Team	Deputy Controller of Civil Defence; Reserve Inspector, Tura; Traffic Inspector, Tura; Station Officer, F & ES; Field Executive, 108 Service;
Transportation Branch	Smt. Rosalinda D. Shira, MCS, EAC/ Dist. Transport Officer
Vehicle Coordination	MVI
<b>Planning Section</b>	
<b>Planning Section Chief</b>	<b>Shri Saljong K. Marak, MCS, ADC</b>
Resource Unit Leader (RUL)	Dist. Urban Planner
Check-in-status Recorder	Dist. Statistical Officer
Situation Unit Leader (SUL)	Executive Engineer, PWD (B)
Display Processor (DP)	DIO, NIC/CFO, GHADC
Field Observer	Agri. Development Officers, Veterinary & Animal Husbandry Officers, Fishery Officers, Junior Engineers, PWD(R,B, NH); Sub-Inspectors of Excise; Asst. Enforcement Inspectors (Rev &DM)
Weather observer	Research Officer (Dist. & Local Research Station)
Documentation Unit Leader	DIO, NIC
Demobilization Unit Leader	Shri Dolorich G. Momin, MCS
Technical Specialist	<b>E.E, PWD (R) NH cum Central Division; E.E, PWD (R) NEC Division; E.E, PWD (R) North Division; E.E. PWD (B); E.E, PWD (R) Mechanical Division; Senior Medical &amp; Health Officer; E.E, PHE (Tura &amp; North Divisions); E.E. (WR) West Garo Hills Division; Station Officer, F&amp;ES, Tura</b>
<b>Logistic Section</b>	
<b>Logistic Section Chief (LSC)</b>	<b>Shri Zenithsky J. Sangma, MCS, CEO, Municipal</b>
Service Branch Director	District Sports Officer, Tura
Communication Unit	DSP (Communication)/ADPO(DM)/SDE (BSNL)
Medical Unit	Senior M&HO
Food Unit	Superintendent of Supply, West Garo Hills, Tura
Support Branch Director	E.E, PWD (R) NEC Division
Resource Provisioning Unit	E.E, PWD (R) North Division

Facilities Unit	EE, PWD(R), Mechanical Division; Dist. School Education Officer
Ground Support unit	SDO(NH), PWD; SDO PHE, Tura; SDO Water Resources; SDO PWD, North Tura
Finance Branch Director	Senior Treasury Officer, Tura assisted by Accountants
Time Unit	SDO, PWD (Mechanical)
Compensation/Claim unit	Smt. Rosalinda D. Shira, MCS, EAC
Procurement Unit	Superintendent of Supply, West Garo Hills, Tura
Cost Unit	Inspector of Supply, Tura

<b>IRS Position</b>	<b>Designated officers</b>
<b>Responsible Officer (RO)</b>	<b>Shri Pravin Bakshi, IAS, DC &amp; Chairman, DDMA, WGH, Tura</b>
<b>Senior Officers to assist RO in EOC. They are to reach the District EOC within 1 hour of the receipt of information of emergencies</b>	<b>Superintendent of Police (Hdqtr); Superintendent of Police (C); Addl. Chief Engineer (PWD); Addl. Chief Engineer (PHE); Superintendent Engineer (WR); District Medical &amp; Health Officer; District Agriculture Officer; District Veterinary &amp; Animal Husbandry Officer ; Assistant District Project Officer (DM)/District Disaster Management Officer</b>
<b>Command Staff</b>	
Incident Commander	<b>Sub-Divisional Officer (Civil)</b>
Deputy IC	Extra Assistant Commissioner
Information & Media Officer	Sub-Divisional Information & Public Relation officer
Safety Officer	Sub-Divisional Police Officer; Sub-Divisional Medical & Health Officer; Sub-Divisional Officer (PHE); Sub-Divisional Officer (PWD); Sub-Divisional Officer (WR), Station Officer, F & ES;
Liaison Officer	Sub-Divisional School Education Officer

**General Staff**

<b>Operation Section</b>	
Operation Section Chief	<b>Sub-Divisional Police Officer</b>
Staging Area Manager	Block Development Officer, Tikrikilla C&RD

Response Branch Director	Circle Inspector, Phulbari /Tikrikilla (within their jurisdiction)
Division Supervisor	OC /IC of Police Stations, Out-Posts and Beat House
Task Force/Strike Team	OC /IC of Police Stations, Out-Posts and Beat House; Station Officer, F & ES; Medical & Health Officer
Transportation Branch	EAC/ CDPO (Dadenggre)
Vehicle Coordination	Enforcement Inspector, UDA O/o CDPO
<b>Planning Section</b>	
Planning Section Chief (PSC)	<b>Block Development Officer, Dadenggre C &amp; RD</b>
Resource Unit Leader (RUL)	SDO (PWD) II North Division
Situation Unit Leader (SUL)	SDO (PWD) III North Division
Display Processor (DP)	Asstt. System Engineer (EL), Dadenggre
Field Observer	Agri. Development Officers, Veterinary & Animal Husbandry Officers, Fishery Officers, Junior Engineers, PWD(R,B, NH); Sub-Inspectors of Excise; Junior Engineers; PHE; Junior Engineers (WR); Gram Sevaks;
Documentation Unit Leader	Asstt. System Engineer (EL), Dadenggre
Demobilization Unit Leader	Extra Assistant Commissioner; Enforcement Inspector
Technical Specialist	<b>E.E, PWD (R) NH cum Central Division; E.E, PWD (R) NEC Division; E.E, PWD (R) North Division; E.E. PWD (B); E.E, PWD (R) Mechanical Division; Senior Medical &amp; Health Officer; E.E, PHE (Tura &amp; North Divisions); E.E. (WR) West Garo Hills Division; Station Officer, F&amp;ES, Tura</b>
<b>Logistic Section</b>	
Logistic Section Chief (LSC)	<b>Block Development Officer, Selsella C &amp; RD</b>
Service Branch Director	Project Engineer, Rongai Valley
Communication Unit	ASI (Communication)
Medical Unit	Medical & Health officer
Food Unit	Inspector of Supply, Dadenggre
Support Branch Director	CDPO, Selsella
Resource Provisioning Unit	SDO (PHE) Phulbari

Facilities Unit	Sub-Divisional School Education Officer;
Ground Support unit	SDO, PWD; SDO PHE; SDO Water Resources; Agri. Development Officers; Veterinary & Animal Husbandry Officers; Fishery Officers
Finance Branch Director	Treasury Officer, Dadenggre assisted by Accountants
Compensation/Claim unit	Extra Assistant Commissioner, Dadenggre
Procurement Unit	Inspector of Supply, Dadenggre
Cost Unit	Inspecting Staff of Supply, Dadenggre

