



**Government of Odisha**  
**Office of Special Relief Commissioner**

No. 2692 /R&DM(DM)

Date: 15/05/2020

From

Sri Pradeep Kumar Jena, IAS  
Special Relief Commissioner &  
Additional Chief Secretary to Govt.  
(Disaster Management)

To

The Collector  
Gajapati/ Ganjam/ Puri/ Nayagarh/ Khordha/ Cuttack/ Jagatsinghpur/ Kendrapara/  
Jajpur/ Bhadrak/ Balasore/ Mayurbhanj

**Sub: Preparedness for Impending Cyclone over Bay of Bengal**

Sir,

As per prediction of Indian Meteorological Department, the Low Pressure Area over southeast Bay of Bengal and adjoining south Andaman Sea is very likely to concentrate into a Depression over central parts of south Bay of Bengal on 15<sup>th</sup> May, 2020 and further intensify into a Cyclonic Storm over the same region by 16<sup>th</sup> evening. It is very likely to move northwestwards initially till 17<sup>th</sup> May and then re-curve north-northeastwards towards North Bay of Bengal on 18<sup>th</sup> & 19<sup>th</sup> May.

Under its influence, Light to moderate rainfall is very likely to occur at many places over the districts of coastal Odisha with isolated heavy rainfall very likely to occur over the district of Gajapati, Ganjam, Puri, Jagatsinghpur and Kendrapara on 18th May and light to moderate rainfall at most places with heavy to very heavy rainfall at a few places very likely to occur over the districts of coastal Odisha on 19th May, 2020. Also Squally winds 40-50 kmph gusting 60 kmph is very likely to occur along and off south Odisha coast on 18th May and Gale winds 60-70 kmph gusting 80 kmph very likely to occur along and off Odisha coast on 19th May, 2020.

Keeping in view the rough weather likely to prevail before the landfall of the system, all preparedness measures are required to be undertaken well in advance to reduce the impacts of the cyclone. You are, therefore, requested to take up the following measures on priority.

1. The District Emergency Operation Centre and Control Rooms of other offices must operate round the clock. Please see that all communication equipment like phone, fax, etc. are in working condition. Adequate manpower may be deployed in DEOC and Control rooms. It must be under charge of a responsible officer on 24x7 basis.
2. Keep the administrative machinery fully prepared to meet any eventuality.
3. Identifying all vulnerable people and shifting them to safe shelters is the 1<sup>st</sup> priority. For that purpose, all people living in kutcha houses/hut or living near the coast or in low lying

areas in the above coastal districts may be identified and if required be evacuated and placed in Multipurpose cyclone/ flood shelters and other safe shelters.

4. All cyclone and flood shelters should be immediately checked and made ready to house the people. Repair works of the MPCS/ MFS must be completed before 17<sup>th</sup> May, 2020. Water supply system, generator, inflatable tower light, mechanical cutters and other equipment available in shelters should be put to test run. Fuel arrangements for the generators and other equipment may also be made. Meeting of the CSMMC/ FSMMC should be organised and proper preparedness ensured at the shelter level.
5. In view of the fact that some of the MCS/ MFS have been converted into COVID-19 Temporary Medical Centre (TMC) to quarantine the people coming from other states/ country and the need for maintaining social distancing to prevent spread of COVID-19 pandemic, you may be requiring additional infrastructure for accommodating the people evacuated due to upcoming cyclone. Hence, instructions were given to identify RCC buildings of school, colleges and other institutions to be used for sheltering people. Please see that structurally safe facilities mentioned in para-4 are also arranged for the people sheltered in these shelters.
6. Two teachers are to be identified to remain in charge of each MCS/ MFS/ other shelters and they may be instructed to report for coordinating management of such shelters.
7. Evacuation arrangements may please be planned and if required effected at appropriate time. Special care must be taken to shift the old, physically challenged, women and children to shelters much before the cyclone approaches.
8. Cooked food through free kitchen, safe drinking water, lighting, health & sanitation facilities must be arranged for evacuated people housed in shelters.
9. Agriculture & FP Department will soon issue advisories for the farmers for protecting the standing crops. Once that is issued, please take necessary steps to circulate the same among the farmers.
10. The livestock and domestic animals in vulnerable areas should also be evacuated to safer places. No cattle should be left tied in kutchha house.
11. Soon after the cyclone is abated, required food assistance in shape of rice, chuda, gur, etc. and other essential items are to be provided to the affected people. Please make prior arrangement for the same so that there is no delay in providing assistance to the cyclone victims.
12. The households, whose houses are damaged in the cyclone/ heavy rain, need to be provided with temporary shelter materials (polythene sheet) without delay. Please check the stock in advance and make necessary arrangements for the same.
13. Satellite phones have been provided to all the Collectors. Hope, you have already checked it and made test calls. In case the terrestrial communication systems fail, please contact with us and others through the satellite phone. Besides, satellite phone, digital mobile radio communication systems have been established in six coastal districts under the EWDS project. Please make use of those communication systems also.
14. As the power supply is likely to be cut off during peak period of cyclone, all offices should make their back-up power arrangement for that period. Generators available in the different offices including health institutions should be immediately checked and adequate fuel stored.
15. Immediate restoration of road communication for movement of relief materials to the affected areas is very important. Necessary advance arrangements may be made through

the concerned departments for restoration of the damaged roads immediately after the cyclone subsides.

16. Similar arrangement may also be made for immediate restoration of electricity and telecommunication including internet services. OPTCL & DISCOMS may take advance action for mobilizing gangs and materials at appropriate places for effecting expeditious restoration, if required.
17. Steps should be taken to disseminate correct information about the upcoming cyclone among the people and with advice not to panic.
18. **The advisory for fishermen are to be strictly enforced.**
19. Mobile health and veterinary teams may be organised in advance and kept in readiness for deployment in the affected areas. Feed & fodder should be arranged for the animal population.
20. The system may be closely watched.

District Collectors shall immediately review the preparedness of their districts in terms of their DDMP and appraise & assign specific roles to individual officers at district and sub-district levels. Further, they shall monitor the activities of various departments and submit a preparedness check list of their district to SRC office **not later than 16/05/2020**.

Yours faithfully,



Special Relief Commissioner &  
Additional Chief Secretary to Govt.  
Disaster Management

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Memo No. /R&DM(DM) Date: 15/05/2020

Copy forwarded to all Collectors (except Collector, Gajapati/ Ganjam/ Puri/ Nayagarh/ Khordha/ Cuttack/ Jagatsinghpur/ Kendrapara/ Jajpur/ Bhadrak/ Balasore/ Mayurbhanj for information. They are requested to keep their administrative machinery alert to meet the exigencies, if any, arising in their districts and also to provide required support to other districts, if so required.

Copy forwarded to all Revenue Divisional Commissioners for information and necessary action.



Special Relief Commissioner &  
Additional Chief Secretary to Govt.  
Disaster Management

2694

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Copy forwarded to the Chief Secretary for kind information.



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Additional Chief Secretary to Govt.  
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