

ଜିଲ୍ଲା ପରିଷଦ, ଗଞ୍ଜାମ, ଛତ୍ରପୁର
ZILLA PARISHAD, GANJAM,
CHATRAPUR



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No: 2466

Dated : 18-03-2025

To

**All Block Development Officer
Of Ganjam District**

Sub : Preparedness and Precautionary Measures to be taken to tackle Heat Wave situation during Summer, 2025.

Ref : Letter No: 4623 dated 19.02.2025 of Commissioner-cum-Secretary to Government, Govt. of Odisha, Bhubaneswar.

Sir/Madam,

With reference to the subject cited above, I am to enclosed herewith the letter on preparedness and precautionary measures to be taken to tackle Heat Wave situation during Summer, 2025. Accordingly all BDOs, PEOs and RWS&S staffs are impressed upon to strictly follow the instructions and redress the water scarcity situation in you Block in priority basis. Any case of water scarcity if noticed unaddressed in your jurisdiction, strict action with initiation of DP shall be taken against the BDOs/PEOs concerned.

All BDOs are also instructed to take review at PEO level and 2 Mobile Vans shall be deployed at each Block to ensure supply of drinking water to scarcity villages. An "OK" report from PEOs is to be obtained and transmitted to the undersigned on daily basis.

This may be treated as Most Urgent.

Yours faithfully

Encl: As above

Memo No: 2467 Dated : 18-03-2025

Copy to SE, RWS&S, Berhampur & Bhanjanagar for information and necessary action.

**CDO-cum- EO
Zilla Parishad, Ganjam**

Memo No: 2468 Dated : 18-03-2025

Copy to steno to collector for kind information of Collector, Ganjam.

**CDO-cum- EO
Zilla Parishad, Ganjam**

**CDO-cum- EO
Zilla Parishad, Ganjam**

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Please
despatch
19/02/2025
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20/12



ଓଡିଶା ସରକାର
ପଞ୍ଚାୟତିରାଜ ଓ ପାନୀୟଜଳ ବିଭାଗ
Government of Odisha
Panchayati Raj & D.W Department

ଓଡିଶା ଲୋକସେବା ଭବନ
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Odisha Lok Seva Bhawan,
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Bhubaneswar - 751001
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No. PR-STGR-MISC-0002-2025 4623 /PR&DW, Date: 19th february 2025

From

Shri S.N. Girish, IAS,
Commissioner-cum-Secretary to Government.

To

All Collectors
All Chief Development Officer-cum-EOs, ZP.
All Executive Engineer, RWS&S.
All Block Development Officers.

Sub: Preparedness and Precautionary Measures to be taken to tackle Heat Wave situation during Summer, 2025.

Madam/Sir,

In inviting a reference to the subject cited above, I would like to request you to take following action plans and SOPs on preparedness, mitigation and management of Heat Wave in the State in view of ensuing summer season.

- All Gram Panchayats/ Panchayat Samities/ Zilla Parishads is instructed to open Paniya Jala Seva Kendra(Drinking Water Kiosks) and make arrangements for supply of drinking water in earthen pots at weekly Hats, Road crossings, Bus stops and other places of public gathering. Water provided in such water kiosks must be of portable quality and proper sanitation maintained including use of long handle dispensers and change of water daily. Sincere and willing Civil Society Organisations may be associated for this task. Agencies doing such work only for self publicity and discontinuing the same after initial days should be avoided and dealt with strongly.
- The shelters, community buildings and other public buildings in rural areas should be used as day time shelters for homeless/needy people for their rest during day time. Separate arrangements for men and women should be made as far as possible. Safe drinking water and ORS sachets for the people should be arranged in the shelters.
- Block Development Officers shall Deploy additional Vehicle and manpower for repair and maintenance of tube wells and PWS. The JE/AE , RWS&S and AEE of RWS&S Sub-Division will report every day to BDO for proper coordination and effective monitoring in supply of drinking water during the ensuing summer 2025.

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- Deployment of tanker for supply of water in water scarcity areas and provision of water kiosks, tube wells, tankers strategic locations by Block Development Officers in coordination with RWSS authorities like JE/AE and AEE of RWS&S .
- Supply of Drinking water and shade should be provided at the working sites by the executive agencies .
- 100% check-up of tube wells and PWSSs shall be taken up on priority basis as a part of preventive maintenance to be conducted by the Nodal Officer of the concerned G.P. with the assistance of the Mobile Team.
- The routine preventive maintenance shall be done in a mission mode and it should be ensured that the Blocks shall procure adequate spare parts, paints, riser pipes etc. by utilizing the Finance Commission Grants taking into consideration the indents of the Gram Panchayat on the recommendation of JE, RWSS.
- The GP Nodal Officer (Extension Officer) of the concerned G.P. will ensure the repair and maintenance of tube wells and PWSSs. He will be personally responsible for availability of drinking water to people and report daily to BDO till 15.06.2025.
- Spare parts are to be procured at the Block level through the Purchase Committee inviting tender as per norms of RWS&S/ OPWD/Odisha Panchayat Samiti Accounting Procedure Rules on the basis of the indent received from the G.Ps. The Purchase Committee will consist of BDO as Chairman, Assistant Executive Engineer/ Jr. Engineer, RWSS as member and Accounts Officer as Member Convener. The spare parts so purchased shall be kept in the Stock of the Block Register and issued to the sites as per requirement and certificate given by Junior Engineer, RWSS.
- A control room is to be made functional at each Block from 8 A.M. to 8 P.M. to register complaint on tube wells and PWSSs and the Complaint Register to be updated daily basis with remarks by JE, RWS&S.
- The water scarcity villages as per experience in the last summer shall be identified and drinking water should be supplied through Tankers/Tractors loaded water Tanks .
- The water Tanks purchased during the last summer by the Block or G.P. shall be numbered and utilized properly during water scarcity period in such villages .
- Any other critical issues regarding supply of drinking water at the G.P. level shall be brought to the notice of the BDO and unresolved issues at the Block level shall be brought to the notice of the CDO-cum-EO, Zilla Parishad during this summer.

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- The Collector and CDO-cum-EO, Zilla Parishad shall review weekly progress of preventive maintenance work of tube wells and PWS with the BDOs and field staffs of RWS&S so that this can be completed in a mission mode. All possible steps will be taken from villages to District level to meet the challenges of Heat Wave condition.
- All tube wells and PWS will be checked thoroughly and in case of water depletion rising pipes will be provided and grievances from the call center will be attended within 48 hrs.
- VAT will be constructed near the tube wells platform for the Drinking purpose of cows, dogs , birds , goat and others.
- Every household should have a water pot in front of their home for drinking purpose of birds, dogs and cats and water should be filled in every day.
- In Schools, Colleges and other Academic/ Technical institutions, extra care has to be taken to ensure availability of drinking water. Wherever required, tube wells inside the school campus may be repaired to ensure uninterrupted drinking water supply. Outdoor activities have to be restricted so as the students not to be exposed to heat wave condition.
- All the parents should be sensitized to ensure that their children carry a water bottle while going to school/ college. This should be sufficiently publicized to create awareness among the parents.
- Anganwadi Centres may remain open in morning hours only. Availability of portable water in all AWCs must be checked and ensured. Sufficient ORS packets should also be available with ASHA and AWWWS.
- Sufficient lifesaving medicines, saline, ORS may be stored in dispensaries, PHCS, CHCS and Subdivision/ District Headquarters Hospitals to meet the requirement. Special arrangement may be made and separate wards/ beds be earmarked for treatment of heat stroke patients in different hospitals. The ESI Dispensaries may be directed to treat the general public.
- The timing for engagement of labourers/ workmen at work sites may be rescheduled. No work should be executed in peak hours during heat wave period.
- The control rooms at the State , District and Block level shall function round the clock during the period of heat wave. The heat wave warnings issued by IMD should be tracked on regular basis and if necessary, Control Room of IMD/ State EOC may be contacted for such information.
- Members of Panchayati Raj Institutions in the District shall be sensitized and impressed upon to monitor the heat wave mitigation measures in their areas and observance of heat wave safety protocols by the people.
- The Collector shall depute Senior Officers of the District for each Block to verify and ensure necessary arrangement for supply of drinking water in villages, Medical Institutions, Schools, Colleges, Anganwadi Centers etc.



- All efforts should be made to see that no human casualty occurs due to heat wave. However, if any information on casualty is received or news report published in media, it should be immediately enquired into and the veracity of such reports should be promptly reported to this Department.
- Meeting of the District Level Committee on Natural Calamities/ District Disaster Management Authority may be convened to review the preparedness of the District Administration to manage the contingency of Heat Wave and necessary further measures be taken as per advice/ direction of the committee/ authority.

The above instructions should be adhered meticulously for ensuring availability of drinking water in each and every habitation and institution of the State without fail.

Yours faithfully,


19.2.25.

Commissioner-cum-Secretary to Government

CC to:

1. PS to Hon'ble Minister, PR&DW for kind information of Hon'ble Minister.
2. OSD to Chief Secretary for kind information of Chief Secretary.
3. PS to DC-cum-ACS for kind information of DC-cum-ACS.
4. PS to SRC & ACS to Govt. for kind information of SRC& ACS to Govt.
5. Director, DW&S for information .
6. Director, Special Projects for information .
7. Director, PR for information .
8. EIC, RWSS, Bhubaneswar for information and necessary action. .
9. Chief Engineers-II & III, RWS&S, Bhubaneswar for information and necessary action.
10. All Additional Chief Engineers, RWS&S Circles for information and necessary action.