



GOVT. OF ASSAM
OFFICE OF THE DISTRICT COMMISSIONER : : : : NAGAON
(Relief & Disaster Management Branch)
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No. E66253/DM-13/219/2023-DDM-NGN/50

Minutes of the meeting on Silghat Jute Mill fire accident and its safety preparedness measures held on 13.09.2023 at 11.00 AM In the Conference Hall of the District Commissioner, Nagaon

Members present: - Annexure-1

A meeting on Silghat Jute Mill fire accident and its safety preparedness measures was held on 13/09/2023 in the Conference Hall of the District Commissioner, Nagaon. Sri Narendra Kr. Shah, IAS, District Commissioner, Nagaon chaired the meeting and welcomed all the participants present. Liza Talukdar, ACS, Addl. District Commissioner & I/C Kaliabor Sub-Division, explained the background the fire incident which occurred on 02/05/2023 and also explained the finding of the enquiry report submitted by the enquiry Officer and step taken by the administration in this regard.

Lakhya Jyoti Das, ACS, Addl. District Commissioner, I/C, Magistracy Branch, suggested the following points for preparedness of the Jute mill authorities:-

1. Jute mill authority will ensure for upgrading the Fire Extinguishing system.
2. Proper Fire safety as well as electrical audit to be conducted in the jute mill campus.
3. Conduct training to build up the capacity of the workers and staffs.
4. Check the machineries of the mill Quarterly and also adopt AMC for the machineries.
5. PWD electrical and APDCL authority will conduct joint survey of the electrical connections in the mill and also ensure the existing electrical load of the jute mill.

Baharul Islam, Manager (P) apprised the house regarding Steps taken by the Assam Co-operative Jute Mills Ltd for improvising the Fire Safety measures after the fire incident.

1. That they are now installing Water Hydrant system at the mill for Fire emergency. It will be on board within a month. 80% installation procedure has been completed as on date.
2. The Jute Mill authority procured 40 nos. of Fire extinguishers for different fire hazard points across the mill. The Fire Extinguishers included Water CO2 (A Type), Mechanical Foam (B Type), Carbon-Dioxide(C Type) and Special Dry Powder (D Type).
3. The sand Buckets are placed at different locations for fire emergency.
4. Fire fighting training programs have been conducted for all the workers & staffs of the mill.
5. Fire mock drills conducted in association with Fire & Emergency Services, Kaliabor involving workers.
6. A team of 35 Trained Fire Fighting workers from every department and each shifts are to be ready for any emergency fire situation.
8. Install posters on Dos & Don'ts for Fire Emergency in Assamese & English language in the mill for keeping the workers aware during a Fire Emergency.
9. The authority is in the process of SOP for Fire Emergency by a professional Agency.

The Asstt. Engineer, PWD, Electrical, stated that the incident of the short circuit which occurred on 02/05/2023 at Jute mill may have been due to imbalance existing load/power supplied to the mills and requirement of the power and also need to strengthen the existing wiring of the jute mills.

The Station Incharge Fire & Emergency Services, Kaliabor stated that the team of fire & emergency services, Kaliabor regularly visited the Jute mill and helped in conducting training and Mock drills. Till date NOC could not be issued to the Jute mill as the work of Water Hydrant system is not completed.

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After a thorough discussion the following decisions were taken: -

Sl. No.	Decision taken	Responsibility
1.	Fire Safety Audit to be conducted through professional agency	Jute mill authority will ensure to conduct fire safety audit through a professional agency by inviting tender etc.
2.	Standard Operating Procedure to be prepared by the Jute mill authority on fire safety issue	Jute mill authority will prepare detailed Standard Operating Procedure on fire safety issue incorporating the details of the roles and responsibilities of the Officers and workers of the Jute mill during fire incidents.
3.	Conduct regular Training & Mock Drill for the Staff and worker of the Jute mill	Jute mill authority will conduct regular training for the workers and staff of the mill as per SOP. They will conduct surprise as well as schedule mock drill in the presence of Administration. Authority will inform the administration regarding schedule of the training and mock drill. The ADC I/C, Kaliabor will depute officer as observer for the training as well as for Mock drills.
4.	Jute mill authority will identify the emergency evacuation route for safety of the workers	Jute mill authority will contact Police and PWD Samaguri & Kaliabor (T) road division for identification of the evacuation route of the jute mill so that the fire tenders can reach the spot /fire site without wasting time.
5.	Monthly Detailment of Magistrate to assess the fire safety preparedness of the Jute mill	ADC I/C, Kaliabor Sub-Division will detail magistrate for every month for next 6 months to see the fire safety preparedness status of the Jute mill.
6.	Issue of Insurance coverage of the damaged occurred during fire accident	ADC I/C, Kaliabor Sub-Division will take up the matter of insurance coverage against the damaged material due to the fire incident with the Insurance company.
7.	Setting up of Control Room & Installation of CCTV Camera	The Jute mill authority will set up a dedicated control room in the Jute mill campus and installed necessary CCTV camera.
8.	Joint survey of electrical connection by PWD electrical and APDCL authority	PWD electrical and APDCL authority will conduct joint survey of the electrical connections in the mills and also ensure the existing electrical load of the jute mill. One technical officer will certify the report.

The meeting ended with a vote of thanks from the chair.

Signed by Narendra Kumar Shah

Date: 02-10-2023 18:05:45

District Commissioner & Chairperson, DDMA, Nagaon

Memo No. E66253/DM-13/219/2023-DDM-NGN/50

Copy for information and necessary action to: -

1. The Addl. Chief Secretary to the Govt. of Assam, Cooperation Department for favour of kind information.
2. The C.E.O., ASDMA, Assam Secretariat, Dispur, Guwahati -6 for favour of kind information.
3. The Superintendent of Police, Nagaon.
4. The Addl. District Commissioner & I/C, SDO (Civil), Kaliabor.
5. The Addl. District Commissioner, I/C, Magistracy Branch, Nagaon.
6. Baharul Islam, Manager (P) Assam Cooperative Jute Mills Limited, Nagaon.
7. The DIO, NIC, Nagaon for information. He is requested to upload the minutes in the district website.
8. All members Concerned.

e-signed

District Commissioner & Chairperson, DDMA, Nagaon

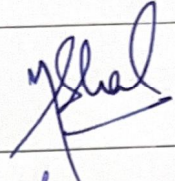

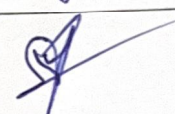


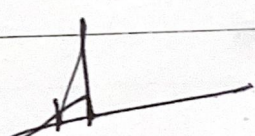
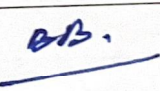
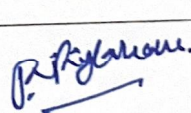
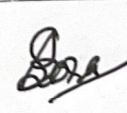

Attendance Sheets

Meeting regarding Safty Measures related to the fire incident of Jute Mill, Silghat, Kaliabor

Dated : 13-09-2023

Venue : Conference Hall of DC Office, Nagaon

Time : 11:00 A.M..

Sl. No	Name and Designation	Mob. No.	Signature
1	Sri Narendra Kumar Shah, IAS District Commissioner, Nagaon		
2	Smti. Liza Talukdar, ACS, Addl. District Commissioner, I/C Kaliabor		
3	Sri Lakshya Jyoti Das, ACS, Addl. District Commissioner, Nagaon.	99541 9584	
4	Subarna Jyoti Das, Manager (P)	9901239195	
5	Pronab Hazarika, Labour Welfare Officer The Assam co-op Jute Mills Ltd.	8638680286	
6	Sub/O Someswar Kakas KBR F&E	7086781674	
7	Bipul Borah - A.C.J.M.	93656 22990	
8	Ritamoni Blykosen, A.C.J.M.	9957942683	
9	Sekharish Bose A.E, PHD (Elec)	9678522943	
10	Rajayanta Goswami, DPO, DDMA	9435238099	
11			
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