

CIRCULAR (1/2024)

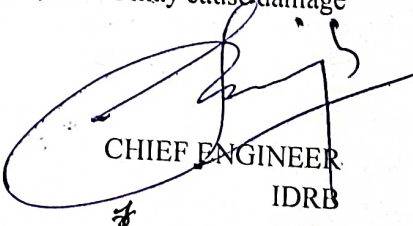
*Sub: Monsoon 2024 – Early Preparedness in tackling monsoon and streamlining dam operations to ensure safety*

In order to ensure smooth management in operating the dams/barrages during the forthcoming monsoon, the Superintending Engineers under whose jurisdiction the dams/barrages falls shall ensure strict compliance of the directions mentioned below and shall update all the information pertaining to safety of dams/barrages with the concerned Chief Engineer, with a copy to this office.

- a. Inform this office the current working Status of Satellite phones along with duly filled-in *proforma* enclosed with Circular No.DS-AD5/3/2018-IDRB dated 04/12/2019 and ensure that communication facilities are being maintained throughout the monsoon period.
- b. Ensure that the approved Emergency Action Plans of dams with updated details of contact *personnel's* are communicated to the District Disaster Management Authority (DDMA) well in advance by the concerned Executive Engineers under whose jurisdiction the dam falls and all the relevant details are briefed to the concerned District officials.
- c. Operation & Maintenance manuals shall be updated as on date so as to refer the same at any point of time and the manuals are kept at dam site office.
- d. It shall be ensured that Dam Safety Units(DSU) are constituted as per directions vide KSDSO/AE1/112/ 2023 –DSA(Vol II) dated 14/03/2024
- e. The Executive Engineers in-charge of dams shall conduct Pre-monsoon Quarterly inspection at the earliest. If not conducted, the same shall be done according to the approved CWC guidelines and submit the report in the prescribed *proforma*. The *proforma* shall also be uploaded in "DHARMA" before 14/05/2024 as this comes under the purview of Dam Safety Act 2021
- f. Based on the quarterly inspection as mentioned in para (d), the Executive Engineers in-charge of dams/barrages shall ensure smooth functioning of spillway shutters along with

other maintenance works that might affect the smooth functioning of dam/barrage, in coordination with Mechanical & Electrical wing as required.

- g. All the officials under whose jurisdiction the dam/barrage falls shall keep updated details of reservoirs namely water levels, storage, warning levels, inflow-outflow, spillway capacity and other hydraulic particulars at all times and furnish the same whenever requested. Also, the particulars shall be timely updated in KWRIS & furnish in all formats stipulated time to time before **8:30 AM** on a daily basis.
- h. Inventory of details (as mentioned in para (f)) regarding the operation of dams/barrages during previous years shall also be kept ready.
- i. Ensure that the canal stretches are free from debris or other blockages and all spouts in the project area are kept open and hindrance free during monsoon to allow smooth flow of runoff.
- j. The shutters of all water retaining/ regulating structures like check dams, VCBs etc shall be kept open during monsoon.
- k. All the officers under whose jurisdiction the water retaining structures are present, shall be on constant vigil at all point of time till the monsoon recedes.
- l. Necessary permissions shall be obtained and communication given to all authorities in a timely manner (preferably before 24 hrs) before releasing water from the dams/barrages, as per directions in ORANGE BOOK.
- m. The Superintending Engineers should contact the officials of adjacent basins including officials of KSEBL and the daily Basin wise monitoring report shall be mailed to [jddsisw@gmail.com](mailto:jddsisw@gmail.com) in the prescribed format.
- n. Round the clock monitoring should be arranged at Dam sites during monsoon and the Executive Engineers should issue necessary orders to the field staff, fixing duties and time table for the same.
- o. Necessary power supply/ standby Generators should be ensured during the monsoon period.
- p. All dam Engineers are directed to take necessary actions to pump the excess water inside the gallery avoid flooding of galleries during the monsoon period, as this may cause damage to the instruments installed inside the gallery

  
CHIEF ENGINEER  
IDRB

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Copy to:

1. The Chief Engineer, I & A, Thiruvananthapuram
2. The Chief Engineer, Projects I, Kozhikode
3. The Chief Engineer, Projects II, Thiruvananthapuram
4. The Chief Engineer, Mechanical,  
Thiruvananthapuram
5. The Chief Engineer, Kuttanad Package, Alapuzha

} *For  
information*