

Himachal Pradesh State Disaster Management Authority (HP SDMA)  
Government of Himachal Pradesh  
Disaster Management Cell, Department of Revenue

No. Rev (DMC) (C) - 20-4/2020.

Dated Shimla-2, 10<sup>th</sup> April, 2020.

**NOTIFICATION**


In exercise of the powers vested in him under Rule 12 (1) of the HP State Disaster Management Rules, 2012, The Governor, Himachal Pradesh is pleased to make the following Rules, which may be modified from time to time, for the administration of funds received through donations, grants, etc. for the **“HP SDMA Covid-19 State Disaster Response Fund”** as notified by the Department vide Notification of even number dated 10<sup>th</sup> April, vide notification No. Rev-(DMC)-(C)-20-4/2020 –COVID-19.

**RULES AND REGULATIONS**

1. These Rules may be called the **HP SDMA Covid-19 State Disaster Response Fund**.
2. In these rules,
  - a) “Committee means the Administrative Committee for the HP SDMA Covid-19 State Disaster Response Fund consisting of a Chairman, Members and Member Secretary appointed by the State Govt.
  - b) “Fund” means the HP SDMA Covid-19 State Disaster Response Fund.
  - c) “Member” means a member of the Committee and shall include the Member Secretary and the Chairman thereof.
3. The Committee shall normally meet at least once a year. The Chairman may call the meeting at shorter intervals. Every meeting of the Committee shall be presided over by the Chairman, unless the Chairman authorizes any other member to preside over one or more meetings.
4. Any three members shall form the quorum.
5. In the business to be transacted by the Committee, the opinion of the majority shall prevail but in case there is equality of votes, the Chairman or the acting Chairman shall have a casting (second) vote.
6. The Chairman may invite any person, not being a member of the Committee, to attend any meeting of the Committee, but such a person shall not be entitled to vote at the meeting.

POWERS AND FUNCTIONS OF THE COMMITTEE.

7. The Fund shall be operated by the Member Secretary of the Committee.
8. Contributions to the Fund shall be received by the Member Secretary and such other person (official or non official) as may be authorized by the Committee against the receipts.
9. The Member Secretary of the Committee shall maintain a complete account of receipts and expenditure. The accounts shall be duly audited once a year or at such short intervals, as required, by any auditor appointed by the State Govt.
10. The amount collected for the fund shall be kept in such bank or banks, as the Committee may decide.
11. Registration under section 12 A of Income Tax Act, 1961 and exemption under section 80 G of Income Tax Act, 1961 shall be obtained in due course for this Fund.
12. The Member Secretary of the Committee is authorized to issue certificate for claiming deductions under 80(G) of the Income Tax Act, 1961 once the exemption is notified and for being an authorized expenditure for CSR activities for Corporate registered under the Companies Act. In respect of donations made by employees of an organization through their respective employers, the employee can claim deduction on the basis of the certificate issued by the DDO/Employer in this behalf.
13. The Fund will be utilized for the aims and object set forth in the Memorandum, as amended from time to time, and for none other purpose.
14. The proceeds of income, if any, accruing on the deposits of the Fund shall be exclusively utilized for the purposes of the Fund.
15. The money in the Fund shall be utilized in accordance with the policies approved by the Committee from time to time. The advance and disbursement from the Fund shall be made by the Member Secretary under the orders of the Chairman in accordance with the policies approved by the Committee.

 Provided that the Chairman may, in case of emergency, authorize the withdrawal or disbursement of any money from the Fund but which may not be in accordance with the policies approved by the Committee.

16. The Committee may delegate its functions under any of these rules to the Chairman, or any other member or members of the Committee.
17. The Committee may, from time to time, make such amendments in these rules as it deems fit.

18. The Fund may extend financial assistance of any sum to Agencies/organizations/Institute/Body etc. engaged in carrying out similar activities.
19. HP SDMA Covid-19 State Disaster Response Fund may be wound up by passing a special resolution recording therein the reasons for winding up. The balance lying at the credit of the Fund will be donated to Chief Minister Relief Fund.

**MEMORANDUM REGARDING HIMACHAL PRADESH STATE DISASTER  
MANAGEMENT AUTHORITY COVID-19 SOLIDARITY RESPONSE FUND**

1. Title of the Fund: This fund shall be known as the “HP SDMA Covid-19 State Disaster Response Fund”.
2. Aims and Objects: The aims and objects of the Fund shall be:
  - a) To provide financial and other assistance/immediate relief to persons who are adversely affected by the Covid-19 epidemic (Corona Virus) or any kind of public health emergency or any other kind of emergency creation or up gradation of healthcare or pharmaceutical facilities or procuring medical equipment and protective equipment and other necessary infrastructure, funding relevant research or any other type of support;
  - b) To render financial assistance, provide grants or payment of money or take such other steps as may be deemed necessary by the Committee to the affected population as well as frontline workers of the State Government;
  - c) To carry out any other objectives as may be ancillary to the above and necessary for carrying out the above;
  - d) To undertake any other activity which is not inconsistent with the above objects and where the Chairman is personally satisfied with regard to the genuineness of the demand.

For the furtherance of the object, the Fund may be utilized towards:

- a) Schemes announced in relation to COVID-19; or
- b) Direct benefits to particular programme, institutions or persons in relation to the above objectives.

The benefit of the Objects would be available to the general public irrespective of caste, creed, language, religion, sex.

**3. Manner of making collections for the Fund:**

Contributions shall be made for the Fund by way of voluntary donations from any individuals, associations, federations, industrialists, institutions, etc.

4. **Administration of the Fund:** The funds shall be administered through a Committee consisting of the following:-

- |      |                                    |                   |
|------|------------------------------------|-------------------|
| i)   | Chief Minister cum Chairman HPSDMA | Chairman.         |
| ii)  | Chief Secretary cum Chairman SEC   | Member.           |
| iii) | Pr. Secretary to CM                | Member.           |
| iv)  | Principal Secretary (Revenue-DM)   | Member Secretary. |

The Committee shall be known as the "Administration Committee" for the "HP SDMA Covid-19 State Disaster Response Fund" (hereinafter referred as the Committee). The Member Secretary will look after the operations of the Fund on the Administrative side.

By Order

Chief Secretary-cum-Chairman, SEC  
Government of Himachal Pradesh.

Endst. No. Rev (DMC) (C) - 20-4/2020. Dated Shimla-2, the 10<sup>th</sup> April, 2020.

Copy forwarded for information and necessary action to:-

1. The Secretary to Governor, Himachal Pradesh, Shimla-2.
2. All Administrative Secretaries to the Govt. of Himachal Pradesh.
3. The Pr. Resident Commr. Govt. of H.P. Himachal Bawan, New Delhi
4. All Divisional Commissioners in Himachal Pradesh.
5. All Head of Departments in Himachal Pradesh.
6. All MDs/CEOs of Boards/Corporations in Himachal Pradesh.
7. All DCs/SPs in Himachal Pradesh.
8. The Controller, HP Printing Press for publication in the Rajpatra.

(Onkar Chand Sharma)

Principal Secretary (Revenue-DM) to the  
Govt. of Himachal Pradesh.

0177-2880637.