



**OFFICE OF DIRECTOR SECONDARY EDUCATION HARYANA  
PANCHKULA**

**Order No. 10/1-2024 Admn(4)**

**Dated, Panchkula the 04-07-2024**

A copy of letter No. DMC-PO-1-2024/503 dated 11.06.2024 received from Additional Chief Secretary to Government Haryana, Revenue & Disaster Management Department regarding implementation of the Standard Operating (SOP) on Management of Urban Affairs (MoHUA) is forwarded to the following for information & necessary action:-

1. Director General Elementary Education Haryana, Panchkula.
2. Director SCERT Haryana, Gurgram.
3. All District Education Officer in the State.
4. All Officers/Superintendents Secondary (HQ).
5. Assistant Director/Superintendent Procurement Cell.
6. Superintendent Admn. (Elementary).
7. PA/DSE.
8. PA/Additional Director (MSS).
9. PA/ Additional Director Administration.
10. PA/ Joint Director Admn.
11. PA/ Additional Director Academic.
12. All the Assistants of Admn. Branch.
13. IT Cell (HQ) for website.

  
**SUPERINTENDENT ADMN.**  
**for DIRECTOR SECONDARY EDUCATION**  
**HARYANA PANCHKULA**



2390AD(4)  
27/06/24

Department of Revenue & Disaster Management  
(Govt. of Haryana)  
New Secretariat Building Haryana, Sector 17, Chandigarh-160017

6

**Subject: Implementation of the Standard Operating (SOP) on Management of Urban Flooding, 2017 issued by the Ministry of Housing and Urban Affairs (MoHUA)**

Will the Additional Chief Secretary to Government, Haryana, Home Department; PWD (B&R) Department; Energy Department; School Education Department; Food, Civil Supplies & Consumer Affairs Department; Public Health Engineering Department; Town and Country Planning Department; Commissioner & Secretary to Government of Haryana, Irrigation and Water Resources Department & Urban Local Bodies Department kindly refer to the subject noted above?

Please find enclosed herewith a copy of letter no. K-14011/8/2018/UD DESK (9039186) Dated 15-05-2024, informing that the Ministry of Housing and Urban Affairs (MoHUA) has issued Standing Operating Procedure (SOP) on Management of Urban Flooding aimed at mitigating urban flooding.

Therefore, it is requested to direct the concerned for implementation of the SOP on Management of Urban Flooding before the onset of monsoon season to obviate the occurrence of the urban floods in the state.

Superintendent (DM Cell)  
for Additional Chief Secretary & Financial Commissioner to Govt.,  
Haryana, Revenue & Disaster Management Department

Order No. DMC-PO-I-2024/503

Chandigarh, dated the 11/06/2024

To

1. Additional Chief Secretary to Government of Haryana Home Department
2. Additional Chief Secretary to Government of Haryana PWD (B&R) Department
3. Additional Chief Secretary to Government of Haryana Energy Department
4. Additional Chief Secretary to Government of Haryana School Education Department
5. Additional Chief Secretary to Government of Haryana Civil Supplies & Consumer Affairs Department
6. Additional Chief Secretary to Government of Haryana Public Health Engineering Department
7. Additional Chief Secretary to Government of Haryana Town and Country Planning Department
8. Commissioner & Secretary to Government of Haryana Irrigation and Water Resources Department
9. Commissioner & Secretary to Government of Haryana Urban Local Bodies Department

ACSSE  
No. 31085  
Date 19/6/24

Endst No. DMC-PO-I-2024/3360

Chandigarh dated the 11/06/2024

A copy is forwarded to the followings with request to direct the concerned for implementation of the SOP on Management of Urban Flooding before the onset of monsoon season to obviate the occurrence of the urban floods in the State.

1. Director General, Civil Defence and Home Guards,

ACSSE  
13.6.2024

DCEE  
DSE  
14-6-24

JD/Admn

Urban

18.6.24

S. to 20/6/24

Not concerned

Arshad Mahmood  
Superintendent (DM Cell)

R.A.S. DA

21/6/24

PA/DSE

21/6/24

AD/Admn

26/6

S/Admn

27/6/24

AD-1



Department of Revenue & Disaster Management

(Govt. of Haryana)

New Secretariat Building Haryana, Sector 17, Chandigarh-160017

2. Transport Commissioner to Government of Haryana, Transport Department
3. Superintendent of Police, Telecommunication, Haryana Police Department
4. Chief Administrator, Haryana Shehri Vikas Pradhikaran, Panchkula
5. All the Divisional Commissioners in the State
6. Chief Executive Officer, Faridabad Metropolitan Development Authority
7. Chief Executive Officer, Gurugram Metropolitan Development Authority
8. All the Deputy Commissioners in the State

Superintendent (DM Cell)

for Additional Chief Secretary & Financial Commissioner to Govt.,  
Haryana, Revenue & Disaster Management Department

DMC  
DIARY / CFMS No. 560  
Dated the 3/06/24

65829  
29/5/2024

F. No. K-14011/8/2018/UD Desk(9039186)  
Government of India  
Ministry of Housing & Urban Affairs  
UD Desk  
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Nirman Bhavan, New Delhi  
Dated the 15<sup>th</sup> May, 2024

All Chief Secretaries/Administrators of States/UTs

Subject:- Implementation of the Standard Operating Procedure (SOP) on Management of Urban Flooding, 2017 issued by the Ministry of Housing and Urban Affairs(MoHUA).

Madam/Sir,

I am directed to refer to this Ministry's letters of even number dated 15.06.2017, 30.06.2018, 04.06.2019, 05.06.2020, 15<sup>th</sup> June, 2021 and 17<sup>th</sup> May 2022 regarding implementation of Standard Operating Procedure (SOP) on Management of Urban Flooding, 2017 brought out by this Ministry.

2. The Standard Operating Procedure (SOP) lays down the responsibilities of various agencies of the State and the Central Government and list out the measures to be taken to mitigate the adverse impacts of urban flooding and also to ensure quick recovery to normalcy. These include the steps to be taken before, during and after flooding. It may be ensured that the ULBs and the concerned agencies in your State adapt it in the local context. The SOP is available on Ministry's website at "[http://mohua.gov.in/upload/uploadfiles/files/SOP%20Urban%20flooding\\_%20May%202017.pdf](http://mohua.gov.in/upload/uploadfiles/files/SOP%20Urban%20flooding_%20May%202017.pdf)".

3. In this regard, it is requested that instructions may be issued to ULBs and the concerned agencies in your State/UT to review the implementation of the SOP for Management of Urban Flooding. This needs to be ensured before the onset of monsoon season so as to obviate the occurrence of the urban floods.

Yours faithfully,

(Rajni Taneja)  
Director

Tel. : 011-23062425

Email: rajni.taneja66@nic.in

CC: CS Revenue

no. 5459

Date 29-05-24

CS (Revenue)  
28/5

ACS & CF (Revenue)  
28/5/24

SR (Revenue)

2/5/24

2015

2018

2020

2021

2022

2024