



GOVERNMENT OF KERALA  
Abstract

XIII Finance Commission - State Disaster Response Fund Rules -  
Orders issued.

---

**FINANCE (CSFC-B) DEPARTMENT**

G.O.(Ms) No.447/2011/Fin      Dated, Thiruvananthapuram 17/10/2011

---

- Read: - 1. Letter No 32-3/2010-NDM-I dated 28<sup>th</sup> September 2010  
from the Ministry of Home Affairs, Government of  
India
2. Letter No 4-10/2010-NDM-I dated 3<sup>rd</sup> June 2011 from  
the Ministry of Home Affairs, Government of India
3. Letter No. Co-ordn. III/7-137/Vol. III/11-12/000079  
dated 28<sup>th</sup> July 2011 from the Accountant General  
(A&E) Kerala

In accordance with the recommendations of the 13<sup>th</sup> Finance  
Commission and after consultation with the Ministry of Home  
Affairs and Controller General of Accounts, a Scheme for  
Constitution and Administration of the State Disaster Response  
Fund has been prepared by the Government of India.

Government of Kerala had established the State Disaster  
Response Fund (SDRF) for meeting any threatening disaster  
situation or disaster wide orders in G.O (P) No. 498/2010/DMD  
dated 03.12.2010. Pursuant to this the State Government are

pleased to issue the State Disaster Response Fund Rules as detailed in the Appendix to this Order. These rules shall be deemed to have come into force with effect from 01/04/2010 and in existence for a period of 5 years up to 31/03/2015.

By order of the Governor,

**SANJAY GARG**  
Secretary (Finance Expenditure)

To

The Principal Accountant General (Audit), Kerala Thiruvananthapuram  
The Accountant General (A&E), Kerala, Thiruvananthapuram.

The Director of Treasuries, Thiruvananthapuram

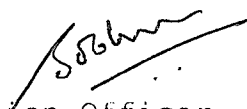
The Disaster Management (Revenue-K) Department

Finance (CSFC-A/Budget Wing-A/SS) Department

✓ The Nodal Officer, [www.finance.kerala.gov.in](http://www.finance.kerala.gov.in)

The Stock file/Office copy

Forwarded/By Order

  
Section Officer

KERALA STATE DISASTER RESPONSE FUND RULES, 2010

**1. Short Title**

1.1. These Rules shall be called 'The Kerala State Disaster Response Fund Rules, 2010'

**2. Period of Operation**

2.1. It shall be deemed to have come into force with effect from the financial year 2010-11 and will be operative till the end of the financial year 2014-15.

**3. Calamities covered under the Rules**

3.1. The SDRF shall be used only for meeting the expenditure for providing immediate relief to the victims of cyclone, drought, earthquake, fire, flood, tsunami, hailstorm, landslide, avalanche, cloud burst and pest attack.

**4. Constitution of State Disaster Response Fund**

4.1. A Fund will be constituted with the nomenclature " State Disaster Response Fund" in the Public Account under the Reserve Fund bearing interest in the Major Head: '8121- General and other Reserve Funds' in the accounts of the State Government. The balance as on 31.3.2010 in the Calamity Relief Fund (CRF) shall be transferred to the SDRF; and CRF will cease to exist. The State Government shall pay interest to the SDRF at the rate applicable to overdrafts under Overdraft Regulation Guidelines of the RBI. The interest will be credited on a half yearly basis. The Disaster Management (Revenue-K) Department will be responsible for obtaining necessary budget provision and periodic adjustment of the interest based on which specific provision will be included under the head '2049-05-105-99-State Disaster Response Fund'.

## **5. Contributions to the Fund**

5.1. The amount of annual contribution to the State Disaster Response Fund (hereinafter referred to as the "SDRF") for each of the financial years 2010-11 to 2014-15 would be as indicated below.

<b>State Disaster Response Fund during 2010-2015 to the State of Kerala (₹.in crore)</b>			
<b>Year</b>	<b>Centre's share</b>	<b>State's share</b>	<b>Total Contribution</b>
2010-11	98.31	32.77	131.08
2011-12	103.22	34.41	137.63
2012-13	108.38	36.13	144.51
2013-14	113.81	37.93	151.74
2014-15	119.50	39.83	159.33
<b>Total</b>	<b>543.22</b>	<b>181.07</b>	<b>724.29</b>

Of the total contribution to the Fund, Government of India shall contribute 75% of the total yearly allocation in the form of a non-plan grant and the balance 25% amount shall be contributed by the State Government.

5.2. The share of Government of India to the SDRF shall be paid as grant-in-aid and accounted for in the Government of India accounts under the major head "3601-Grants-in-aid to State Governments-01-Non-plan grants-109- Grants towards contribution to State Disaster Response Fund". The State Government shall take these as receipts in their budget and account under the Major Head "1601- Grants-in-aid from Central Government-01 Non-plan Grants-109 Grants towards contribution to State Disaster Response Fund-99-Grants towards contribution to State Disaster Response Fund".

5.3. In order to enable transfer of the total amount of contribution to the SDRF (including the State's share of contribution) the State Government would make suitable Budget provision on the expenditure side of its budget under the head "2245-Relief on Account of Natural Calamities-05- State Disaster Response Fund-101- Transfer to Reserve Fund and Deposit Accounts- State Disaster Response Fund-99-Transfer to Reserve Fund and Deposit Accounts -State Disaster Response Fund". Immediately upon receipt of Government of India's share as per para 5.2 of these Rules, the State would transfer the amount along with its share, if not already transferred, to the Public Account Head indicated in rule 4 .

5.4 The actual expenditure on relief works will be booked only under respective minor heads within Major Head: 2245(01 for Drought; 02 for Floods, Cyclone etc; 05 for State Disaster Response Fund and 80 for General). The expenditure to be charged to the SDRF will be shown as a negative entry under "2245-05-901- deduct amount met from State Disaster Response Fund (Recoveries)".

5.5. Direct expenditure should not be made from the Public Account. Even if for some administrative reasons; expenditure on immediate relief has been met under heads of account other than MH: 2245, these should be finally booked under MH: 2245 through inter- account transfers.

## **6. Release of Central Contribution to the Fund**

6.1. The Share of the Central Government in SDRF shall be remitted to the State Government in two instalments in June and December in each financial year. The State Government shall also transfer its contribution to the SDRF in two installments in June and December of the same year, provided that if Ministry of Home Affairs, upon being satisfied that exigencies of a particular calamity so warrant, may recommend an earlier release of the Central share up to 25% of the funds due to the State in the following year to be adjusted against the instalments of the subsequent year.

6.2. The share of Government of India to the SDRF due in a year shall be released to the State Government subject to fulfillment of the following conditions:-

(a) The first instalment of Central contribution to SDRF for 2010-11 will be released unconditionally. The second installment of Central contribution to SDRF for 2010-11 and subsequent installments will be released on receipt of confirmation of accounting procedure as per para 5.1 to 5.5 of Rule 5 and the conditions below in para 6 (2) (b) to 6(2) (g). Any deviations from these accounting practices could result in withholding of further releases until the required accounting procedure is adopted or restored.

(b) A 'State Disaster Response Fund' has been duly constituted by the State Government as specified in DM Act, 2005, following the accounting procedure and manner described in rules 4 to 5. The creation of the SDRF duly certified by the Accountant General (A&E) of the State shall be furnished by the State Government to the Ministry of Finance.

(c) A State Executive Committee (SEC) shall be constituted by the State Government as per section 20 of the Disaster Management Act, 2005. The Chief Secretary to the State Government shall be the ex-officio Chairperson of the SEC.

(d) The State Government shall furnish a certificate to the Ministry of Home Affairs and to Ministry of Finance in the months of April and October every year indicating that the amount received earlier has been credited to the SDRF along with the State's share of contribution, accompanied by a statement giving the up-to-date expenditure and the balance amount available in the SDRF. This statement should be in the proforma at Annexure I. Once Finance Accounts are available, expenditure reported for a particular year should match with expenditure figure in Major Head: 2245 and balance in SDRF in MH:8121. In case of any discrepancy, the figures in MH: 2245 and in MH: 8121 in Finance Accounts will be considered.

(e) The Central contribution due in December every year shall be released after the receipt, in the Ministry of Home Affairs and in the Ministry of Finance of an, 'Annual Reports on Natural Calamities', prepared by the State Government on any natural calamities mentioned in rule 3, faced in the previous year, by September of every year. This Annual Report shall include the details of expenditure incurred by the State Government on each of calamities, for each type of expenditure allowed as per the items and norms of SDRF/National Disaster Response Fund (NDRF) so fixed by MHA with the concurrence of Ministry of Finance.

(f) Whenever SDRF of the State is replenished with additional grant-in-aid from National Disaster Response Fund (NDRF), the State Government would treat this grant in the same manner as the funds in SDRF as far as transfer and accounting are concerned and furnish the utilization certificate within three months of the financial year in which such a grant is released.

(g) The release of installments shall be made by Ministry of Finance subject to the above conditions being satisfied unless advised by Ministry of Home Affairs to withhold or adjust the release to the State.

## **7. Relationship of fund with General Revenue/Public Account**

7.1 The periodic contribution to the SDRF as well as the other Income of the SDRF shall be kept in the Public Account of the State on which the State Government should pay interest to the Fund at the rate applicable to overdrafts under the Overdrafts Regulation Scheme of RBI. The interest will be credited on a half yearly basis.

## **8. State Executive Committee**

State will constitute State Executive Committee (SEC) as per section 20 of the Disaster Management Act 2005. The Chief Secretary of the State Government shall be the Ex-officio Chairperson of the SEC. Additional Chief Secretary, Revenue as Convener, Secretaries of Finance, Revenue, Health & Home Department will be ex-officio members.

## **9. Functions of the State Executive Committee regarding affairs of SDRF.**

9.1. State Government shall entrust SEC, inter-alia, with following responsibilities:-

(a) SEC will decide on all matters connected with the financing of the relief expenditure of immediate nature from SDRF.

(b) SEC will arrange to obtain the contributions from the concerned Governments, administer the SDRF and invest the accretions to the SDRF in accordance with the norms approved by the Government of India from time to time.

(c) The SEC shall ensure the money drawn from the SDRF is actually utilized for the purposes for which the SDRF has been set up, expenditures are only on items of expenditure and as per norms as in para 11.1 below and accounting procedures as in para 5.1 to 5.5 are followed.

(d) The accretions to the SDRF together with the income earned on the investments of the SDRF will be used by the SEC to meet items of expenditure covered under the approved norms as in para 11.1 below.

## **10. Expenditure of SEC**

10.1. All administrative and miscellaneous expenses of the SEC shall be borne by the State Government under its normal budgetary provisions and not from the SDRF.

## **11. Assessment of assistance under Items and Norms of Expenditure.**

11.1. The norms for the amounts to be incurred on each approved item of expenditure will be fixed by the Ministry of Home Affairs with the concurrence of Ministry of Finance, as amended from time to time. In case the State Government exceeds the amount prescribed, the excess expenditure should be borne on the budget of the State Government and not to be charged to SDRF. In order to ensure this the Disaster Management (Revenue-K ) Department shall provide a certificate to the effect that the expenditure booked under the various

heads are as per norms of Ministry of Home Affairs, before, final transfer is made in Accounts.

11.2. The SEC will assess the requirements of assistance from the SDRF for financing relief expenditure. The provision for expenditure on relief will be made in the budget of the State Government as mentioned in para 5.3 of these Rules.

11.3. The provision for disaster preparedness, restoration, reconstruction and mitigation should not be a part of SDRF. Such expenditure is needed to be built into the State Plan funds.

## **12. Monitoring by the Ministry of Home Affairs.**

12.1. The Ministry of Home Affairs is the nodal Ministry for overseeing the operation of SDRF, and shall monitor compliance with the prescribed processes. MHA may issue directions / instructions under of DM Act.

## **13. Unspent Balance in the SDRF**

13.1. The balance available at the end of 2014-15 in the State will be handled as per the modalities communicated by Government of India.

## **14. Accounts and Audit**

14.1. The accounts of the SDRF (approved calamity-wise) and the investment shall be maintained by the Accountant General in charge of accounts of the State in the normal course. Disclosure about the position of the opening balance, receipts, expenditure and closing balance in respect of SDRF will be made in the Finance Accounts, as a separate appendix/line. The SEC will, however, maintain subsidiary accounts (calamity wise) in such manner and details as may be considered necessary by the State Government in consultation with the Accountant General.

14.2. Comptroller and Auditor General of India would cause audit of SDRF conducted every year in conformity with approved items and norms in terms of the purposes of the SDRF Guidelines. The State Government shall furnish a copy of the audit report of the Comptroller and Audit General of India in respect of SDRF to the Ministry of Finance and Ministry of Home Affairs.

## **15. Alterations**

15.1. The Ministry of Home Affairs with the concurrence of Ministry of Finance, shall alter/ modify instructions as may be considered necessary from time to time. In case of any difficulty in the operation of any provision of this scheme, the Central Government, if satisfied, may modify the provisions or by amending the DM Act.



**PROFORMA**

(Rs. in lakh)

**(A) Statement of earlier released amounts to the Calamity Relief Fund  
(CRF)/ State Disaster Response Fund (SDRF)**

1. Opening balance as on 01.04.20.....
2. Centre share including advance release credited to CRF/SDRF:
3. Corresponding share of the State:
4. Corresponding share of the State credited to CRF/SDRF
5. Amount received under NDRF/NCCF
6. Expenditure as on 30<sup>th</sup> September.....
7. Expenditure as on 31<sup>st</sup> March 20.....
8. Amount transferred to investment account
9. Amount received from investment account
10. Closing balance (1+2+4+5+9)- (7+8): 31<sup>st</sup> March/30<sup>th</sup> September

**(B) 1. Opening balance : 1<sup>st</sup> April/1<sup>st</sup> October**1.1 Total investment made out of SDRF as on 31<sup>st</sup> March 201.....

2. Receipt during the current financial year .....

- |        |  |       |
|--------|--|-------|
| (i)    | Centre's share .....   |       |
| (ii)   | State Share.....   |       |
| (iii)  | Assistance under NCCF/NDRF :   | ..... |
| (iv)   | Interest earned (including investment :<br>made out of SDRF/CRF.         | ..... |
| (v)    | Others :   | ..... |
| (vi)   | Arrears of Centre's/State's share if any :<br>to be credited to CRF/SDRF | ..... |
| (vii)  | Total (i) to (vi) :  | ..... |
| (viii) | Of which amounts credited to SDRF :                                      | ..... |

3. Total amount available in the SDRF {(1+2 (viii))} : .....

4. Total Expenditure incurred in conformity with items & norms of SDRF during the year  
out of the Fund:

- (i) As on 31<sup>st</sup> March 201..... \_\_\_\_\_
- (ii) As on 30<sup>th</sup> September 201..... \_\_\_\_\_

5. Balance available in the Fund (3-4) : ..... 31<sup>st</sup> March/30<sup>th</sup> September.

**(C ) Submission of Annual Report on Natural Calamities**

- (i) Whether "Annual Report on Natural Calamities" for the previous year  
..... has been sent to Ministry of Home Affairs (Yes/No) :  
.....
- (ii) If yes, date on which sent : .....

\*\*\*\*\*