



**INSTITUTE OF LAND AND DISASTER MANAGEMENT**  
**P.T.P Nagar, Thiruvananthapuram**  
**Phone 0471-236 5559**

**1. Organizational Structure**

This Institute was constituted under the Department of Revenue as an autonomous body as per the provisions of Travancore – Cochin Educational Charitable Societies Registration Act, 1955

There are two levels of management for the Institute. They are the Governing Body and the Executive Committee

**The Governing Body** consists of the following:

Chairperson	:	Hon'ble Minister for Revenue
Vice Chairperson	:	Commissioner for Land Revenue
Member	:	Secretary to Government (Revenue Department)
	:	Secretary to Government (Finance Department)
	:	Secretary to Government ( Personnel & Administrative Reforms Department)
	:	Secretary to Government (Local Self Government Department)
	:	Director, IMG (Nominee)
	:	Director, Survey & Land Records
	:	Director, ILDM
	:	Director, I&PRD
	:	District Collector, Thiruvananthapuram
	:	Joint Secretary / Deputy Secretary Disaster Management Department
	:	Representative, SDMA
	:	Representative, CESS
Secretary	:	Administrative Officer ILDM

**The Executive Committee** consists of the following:

Chairperson	:	Commissioner for Land Revenue
Member	:	Secretary to Government (Finance Department)
	:	Director, Survey & Land Records
	:	Director, ILDM
	:	District Collector, Thiruvananthapuram
Secretary	:	Administrative Officer ILDM

Besides these two Management Levels, the routine administration of the Institute is exercised by the following Officers

**2. List and Address of important officials**

Director	:	Dr. S.Raveendran IAS
Administrative Officer	:	Smt. P.K.Girija
Program Officer	:	Sri. K.Ramachandran
Head Ministerial Officer	:	Sri.A.R. NandaGopan

Dr.K.G.Thara is the Head of Disaster Management Division which is mainly dealing with training on Disaster Management. She is also a member of the State Disaster Management Authority.

**3.Vision & Mission of the Department.**

The Institute of Land Management later renamed as Institute of Land & Disaster Management was constituted under the Travancore-Cochin Literary, Scientific and Charitable Societies Registration Act, 1955. Its original name at the inception was State

Revenue Training Institute. Registered Office of this society is at PTP Nagar, Thiruvananthapuram. It started functioning in the year 1996

#### **4. Services and Activities**

- a) Develop the professional skills of the personnel of the Land Revenue and Survey Department of the State by managerial development and technical skill development.
- b) Undertake research and study projects relating to the above departments to improve their function and productivity. **A research & Consultancy wing is functioning in the Institute which has conducted various Research & BME works and submitted reports to Government**
- c) Function as a nodal agency for introducing new techniques of operation, innovations and modern technology including high level computerization, Total station, GPS, GPRS etc.
- d) Undertake and impart new training programmes for all Government Departments, N.G.O.s and for Public in all possible areas of public interest including Disaster Mitigation.

#### **3. Schemes & Programs**

For accomplishing the above mission and vision the Institute of Land and Disaster Management takes in the activities and programmes broadly described below:

- I. Induction training for all categories of Revenue and Survey Personnel, including members of All India Services.
- II. Refresher courses on revenue-survey matters and allied subjects.
- III. Training specifically designed for departmental tests.
- IV. Conduct of departmental tests for revenue-survey personnel.
- V. Projects for induction of modern technology, concepts and techniques.
- VI. Conduct of workshops, seminars, study tours etc. for fulfilling its objectives.
- VII. Providing assistance to units in the Revenue and Survey departments, as well as to individuals in such units to improve their functioning and management, introduce new techniques or technology.
- VIII. Organizing and undertaking, as well as providing assistance for studies and research projects pertinent to the objectives.
- IX. Publish study papers, manuals, periodicals, books and other literature pertinent to the objectives.
- X. Institute and award prizes, certificates, medals, scholarships etc. with a view to encourage professional advancement in the Revenue and Survey Departments.
- XI. Establish such linkages as may be necessary with other institutions, whether private or public, for fulfilling the objectives.
- XII. Set up and maintain regional branches at suitable locations in Kerala.
- XIII. Do such other acts as are conducive or incidental to the achievement of the objectives.

#### **4. Details of Important Officials with Contact Numbers.**

OFFICIALS	PHONE NUMBER	
	OFFICE	FAX / e-mail
Hon'ble Minister for Revenue	0471-2333176	0471-2332025 E-Mail: minister-revenue @kerala.gov.in
Addl. Chief Secretary (Revenue)	0471-2518549	
Commissioner for Land Revenue	0471-2320376	0471-2320376 lrcommissioner@gmail.com
Director ILDM	0471-2362885	ilmsecretary@yahoo.com
Director Survey	0471-2325266	dir_tvmm@syandlr.kerala.gov.in

Administrative Officer ILDM	0471-2365559	0471-2365559 ilmsecretary@yahoo.com
Head of faculty, DM Division	0471-2369997	0471-2369997 ILDM E-mail: ilmsecretary@yahoo.com

• **Right to Information**

Officials	DESIGNATION	NAME
Asst. State Public Information Officer	H.M.O	Sri. A.R. Nandagopan
State Public Information Officer	A.O P.O Head D.M	Smt. P.K. Girija Sri. K. Ramachandran Dr. K.G. Thara
Appellate Authority	Director	Dr. S. Raveendran, I.A.S.

**5. Application form with details**

Nil.

**6. Latest Government Orders**

None of public importance.

**7. Achievements (Success Stories)**

**The following Seminars were organized during the current year**

**National Level**

1. Land Laws & Land Loss (on conservation of public property)
2. On Land Policy

**State Level**

3. River Management
4. On the functions & Duties of District Law Officers
5. On construction of check dams & river management (Advisory Level)
6. Issues on implementation of KLR Act
7. On LRM
8. On NLRMP

**The followings Publications were issued**

1. "Punarjani" released by Hon'ble Chief Minister of Delhi at Tsunami commemoration program at New Delhi
2. "Shores of Rebirth" released by Hon'ble Chief Minister of Delhi at Tsunami commemoration program at New Delhi
3. Final Evaluation Report on TEAP
4. Evaluation Report on JFPR : Kerala
5. Tsunami Emergency Assistance Project: A review (Malayalam)
6. Tsunami Emergency Assistance Project: A review (English)
7. Revenue Guide
8. "Revenue Vaartha" Quarterly publication in Malayalam

**Documentaries/ Short films produced by ILDM**

1. "Wrath of Nature" ( live recording of calamities of South-West monsoon 2009 )
2. "Scars of Earth" ( on the issues of illicit sand mining)
3. "Water on Rampage" (on Flood)
4. "Land Slide: A havoc"
5. "Shores of Rebirth" ( On Tsunami Rehabilitation)

6. "Coast of Good hope" ( On JFPR)
7. "Land Bank"
8. "Waves of Hope"
9. "Angry Earth"

(Serial No. 1 to 8 were directed by Sajith Anchal, staff member of ILDM)

**Other functions**

**World Environment Day Celebrations**

During the year, this Institute organized a grant public function in connection with the World Environment Day by planting fruit yielding saplings including high quality coconut trees and medicinal plants collected from Peelicode in Kannur, Agricultural University, Ayurveda research Institute, Poojappura, D.F.O., Trivandrum, and KVFPC, Trivandrum. Hon'ble Ministers for Revenue and Law & Sports, Sugathakumari Teacher, Dr. Puthusserry Ramachandran, Principal Secretary (Revenue), Land Revenue Commissioner, Director of Survey & Land Records, District Collector and many senior officers attended the function. Children from the Govt. L P. School, Vattiyarkave participated in the planting of saplings. Now there are more than 1000 trees/ plants in the campus

**Institute of Land & Disaster Management**

**Calendar of training programs for the remaining period of 2010-11 (as on 30.11.2010)**

Sl.No in the original calendar	Month	Date	Name of program	Duration	Targetted participants	Target Group
42	Postponed due to election to Local Self Govt. Institutions. Revised dates will be announced soon		Spl training on conduct of court cases	3 days	30	LDC/UDC
43			ISM & Internet	3 days	30	Typists & CAs
44			Spl training on Establishment matters	3 days	30	LDC/UDC dealing with establishment matters
45			ISM & Internet	3 days	30	LDC/UDC
46			Spl training on Land Assignment	3 days	30	LDC/UDC/VA/SVO dealing with Land Assignment
47			DC Suite	5 days	30	LDC/UDC
48			Induction training for LDC/VA	15 days	30	Newly recruited LDC/VA
49			Refresher course for LDC/UDC	5 days	30	LDC/UDC
50			MSO & Internet	5 days	30	LDC/UDC/VA/SVO
51			Computer training- Bhurekha	5 days	30	LDC/UDC/VA/SVO dealing with land records computerisation
52			Refresher course for DTs/JSs	5 days	30	Deputy Tahsildars/ Jr. Supdts
53			ISM & Internet	3 days	30	Typists & CAs
54			Spl training on Legislative proceedings	3 days	30	DT/JS/Tahsildar/Sr.Supdt/ Deputy Collectors
61			2010 Dec	02-04	ISM & Internet	3 days

62	2010 Dec	06-10	DC Suite	5 days	30	LDC/UDC
63	2010 Dec	06-10	Refresher course for LDC/UDC	5 days	30	LDC/UDC
64	2010 Dec	19-23	Promotion linked training for prospective DT/JS	5 days	30	Sr V.O/RI
65	2010 DEC	20-22	Spl. training on KLR Act	3 days	30	LDC/UDC
66	2010 Dec	20-22	DC Suit	5 days	30	LDC/UDC
67	2011 Jan	3-7	Refresher course for Tahsildar/SS	5 days	30	Tahsildar/SS
68	2011 Jan	3-7	MS office & internet	5 days	30	LDC/UDC/VA/SVO
69	2011 Jan	4-21	Promotin linked training for prospective VOs	15 days	30	Senior.UDC/SVO
70	2011 Jan	11-15	Promotion linked training for prospective Dy.Collectors	5 days	30	Senior.Tahsildars /SS
71	2011 Jan	11-15	DC Ssuit	5 days	30	LDC/UDC
72	2011 Jan	17-19	ISM & Internet	3 days	30	LDC/UDC
73	2011 Jan	18-22	Refresher course for LDC/UDC	5 days	30	LDC/UDC
74	2011 Jan	20-22	ISM &Internet	3 days	30	LDC/UDC
75	2011 Jan	27-29	ISM & Internet	3 days	30	LDC/UDC
76	2011 Jan	27-29	Spl.Training on Revenue recovery	3 days	30	LDC/UDC/VA/SVO dealing with RR
77	2011 Feb	3-5	ISM & Internet	3 days	30	LDC/UDC
78	2011 Feb	3-5	Spl. Training on Establishment matters	3 days	30	LDC/UDC dealing with establishment matters

79	2011 Feb	7-11	Refresher course for DT/JS	5 days	30	DT/JS
80	2011 Feb	7-11	MS Office & Internet	5 days	30	LDC/UDC/VA/SVO
81	2011 Feb	8-25	Intection Training for LDC	15 days	30	Newly recruited LDC
82	2011 Feb	15-19	Refresher course for VOs	5 days	30	VOs
83	2011 Feb	15-19	Bhoorekha	5 days	30	LDC/UDC/VA/SVO dealing with Land Records computerisation
84	2011 Feb	22-26	Refresher course for LDC/UDC	5 days	30	LDC/UDC
<b>Disaster Management Training Programmes</b>						
20	2010- Dec	7-9	Risk transfer ,Micro financing & Livelyhood options for risk reduction	3 days		Womens organisations, Kudumbasree ect.
21	2010 Dec	28-30	Early warning technologies & Specific roll as tool for risk reduction	3 days		Any department concerned /CBOs/NGOs/Voluntary organisations etc
22	2011 Jan	12-14	Training of Panchayati raj task force/ voluntary/CBO/Residence association task force	3 days		Panchayaths(50)/CBOs/Residence association/Voluntary organisations etc
23	2011 Jan	19-21	Preparation of District/Block/Village DM plans	3 days		Dy.Collectors/Tahsildars/VOs, Agrl./Forest Officers etc.
24	2011 Feb	9-11	Institutionalisation of Disaster resistence construction practices- Earthquack/cychlone	3 days		Engineers & Architechts/PRI/Any other stake agencies or departments
25	2011 Feb	23-25	Environmental Eisasters- Sand mining/quarining /polution etc	3 days		Municippalities/Corporation/ Townplaning or any other concerned Dept.
26	2011 Mar	9-11	Psychosocial care & Hospital Management	3 days		DMO/Paramedical staff/Students /Voluntary organisation/wemans organisations etc.