

Guangzhou Yuexiu District Development and Reform Bureau Guangzhou Yuexiu District Emergency Management Bureau Document

Yue Fa Gai Gui Zi [2023] No. 1

Circular of Guangzhou Yuexiu District Development and Reform Bureau Guangzhou Yuexiu District Emergency Management Bureau on Issuing the Measures of Guangzhou Yuexiu District for the Storage and Management of District-Level Emergency and Disaster Relief Supplies

District departments and subdistricts:

For the purpose of better implementing the national, provincial and municipal deployment on further strengthening the construction of an emergency and disaster relief system and regulating the District's storage and management of emergency and disaster relief

supplies, the District Development and Reform Bureau and the District Emergency Management Bureau, in accordance with the actual situation of Yuexiu District, organized the formulation of the Measures of Guangzhou Yuexiu District for the Storage and Management of District-Level Emergency and Disaster Relief Supplies, which are hereby issued for your implementation.

Circular of Guangzhou Yuexiu District Development and Reform Bureau
Guangzhou Yuexiu District Emergency Management Bureau
on

November 14, 2023

Measures of Guangzhou Yuexiu District for the Storage and Management of District-Level Emergency and Disaster Relief Supplies

Chapter I General Provisions

Article 1 In order to shore up Guangzhou Yuexiu District's storage and management of district-level emergency and disaster relief supplies and regulate the management of such supplies, and in accordance with the relevant stipulations of the Interim Measures of the Central Government for the Storage and Management of Emergency and Disaster Relief Supplies, the Interim Measures of Guangdong Province for the Management of Disaster Relief Supplies and the Measures of Guangzhou Municipality for the Storage and Management of Municipal-Level Emergency and Disaster Relief Supplies, the following Measures are formulated as per the actual situation of Yuexiu District.

Article 2 District-Level Emergency and Disaster Relief Supplies refer to basic living relief articles and general public health-related materials which are procured by funds from the district treasury or received as social donations or allocations from superior authorities, and are subject to the storage and management of the district development and reform authority for the relocation and resettlement

of the people who have been affected in natural disasters or other emergencies. District-level emergency and disaster relief supplies comprise government reserves and social turnover reserves, and are used free for the specified purposes.

Article 3 District-level emergency and disaster relief supplies shall be stored and managed under the principles of appropriate quantity, rational distribution, regulated management, quick response and assured supply.

Article 4 District-level emergency and disaster relief supplies are property of the district government. Neither entities nor individuals shall touch such supplies without the approval of the district emergency management authority. The district-level reserve of emergency and disaster relief supplies must not be used as external financial guaranty, collateral or payment of liabilities, or be involved in any activities other than the relief of natural disasters or other emergencies.

Chapter II Division of Duties

Article 5 The district development and reform authority and the district emergency management authority perform their respective duties concerning the storage and management of emergency and disaster relief supplies.

Article 6 The district development and reform authority is the governing department at the district level for the storage of emergency and disaster relief supplies and assumes the responsibility for the coordination and implementation of the storage works. It participates in the preparation of the annual plan for the storage of emergency and disaster relief supplies; organizes and executes government procurement, replacement and scrapping of materials and other routine management works; coordinates the management of social turnover reserves; and organizes the allocation and transfer of supplies as per statutory procedures at the instruction of the district emergency management authority.

Article 7 The district emergency management authority organizes the compilation of district-level storage projection of disaster relief supplies, catalogue of varieties and standards; proposes district-level demands for the storage of emergency and disaster relief supplies and heads the compilation of annual storage plans; submits to the district development and reform authority emergency procurement plans as per the requirements of the emergency and disaster relief works; and issues district-level instructions on the use of disaster relief supplies, coordinates the dispensation and use of emergency and disaster relief supplies and provides guidance on the disposal of used emergency and disaster relief supplies.

Chapter III Varieties and Quantities

Article 8 The varieties, quantities and structure of the district-level storage of emergency and disaster relief supplies are determined by the district emergency management authority together with the district development and reform authority in accordance with the relevant stipulations and the actual situation.

Article 9 The district development and reform authority shall timely renew the varieties of the district-level storage of emergency and disaster relief supplies and adjust their storage quantities according to the needs of the storage assurance work and the requirements of the district emergency management authority for emergency management, and updates the varieties of emergency and disaster relief supplies from time to time.

Article 10 Social turnover reserves are composed of the routine inventories of a number of suppliers of emergency and disaster relief supplies, which are a critical supplement to the district-level reserves. Enterprises having the intention to keep social turnover reserves may voluntarily apply to the district development and reform authority, and the latter will evaluate in a comprehensive manner the applicants' eligibility and qualification, select the fittest parties and sign with them an agreement on the emergency supply of disaster relief items

where are defined the rights and obligations of the two parties.

Chapter IV Procurement of Supplies

Article 11 The district-level reserves of emergency and disaster relief supplies are procured as per the relevant stipulations of the laws and regulations on government procurement.

Article 12 When an emergency or disaster occurs, if the district-level reserves of emergency and disaster relief supplies cannot meet the need in quantity or variety, the district emergency management authority will issue an emergency procurement plan for disaster relief supplies and the district development and reform authority will open "green channels" for emergency procurement or take other measures to raise supplies.

Chapter V Warehouse Management

Article 13 The district-level warehouse for the storage of emergency and disaster relief supplies shall have management rules, establish voucher-based formalities for the inputs and outputs of emergency and disaster relief supplies, and create ledgers timely to record inputs and outputs, safety checks, maintenance and service, quality checks, permanent ledger changes, etc.

Article 14 The district-level warehouse facilities for emergency

and disaster relief supplies shall conform to the relevant national standards. The storerooms shall be well-ventilated and stand away from sunlight, and measures against fire, burglary, water, rats, termites, etc. shall be afforded.

Article 15 District-level emergency and disaster relief supplies shall be classified and labelled (description of supply, quantity, time of receipt, etc.) and put away neatly with passages left between. Any contact with acids, alkalis, greases, oxidants and organic solvents are prohibited.

Chapter VI Allocation and Recovery

Article 16 Subdistricts shall have their reserves of basic emergency and disaster relief supplies, and a subdistrict may, in the event its reserve of supplies is found insufficient to meet the need of disaster relief, follow the statutory procedures to apply for the use of district-level emergency and disaster relief supplies.

Article 17 The district emergency management authority, as per the applications submitted from within the district for the use of district-level disaster relief supplies or the actual situation of the disaster relief work, will issue instructions to the district development and reform authority to draw on the district-level disaster relief supplies. In case of emergency, the instructions may be issued by

phone, and, subject to the confirmation of both parties afterwards that no major delay has arisen in the emergency or disaster relief work, the relevant formalities, in principle, shall be handled within fifteen (15) working days as per the statutory procedures.

Article 18 The district development and reform authority upon receiving instructions to draw on district-level emergency and disaster relief supplies will organize the delivery or pickup of the supplies in a timely manner. As per the emergency linkage mechanism for district-level disaster relief supplies, it shall load and transport the relevant materials within the timeframe to the designated locales or assist the district emergency management authority or the recipient it has designated with the pickup formalities at the warehouse, and the district emergency management authority or the recipient it has designated shall finish the acceptance, counting and takeover works. In principle, the supplies in the warehouse that have come first shall go first.

Article 19 The disaster relief supplies once allocated are subject to the recipient's management, use, dispensation and allocation, and a ledger shall be kept for registration. The recipient of supplies, the district emergency management authority and the district development and reform authority are all responsible parties for the supervision of the use of the supplies.

The formalities for the dispensation of disaster relief supplies shall be complete and the accounts clear, and the public shall be informed in an appropriate way.

Article 20 The district emergency management authority receives, manages, uses and dispenses allocated supplies from superior authorities.

Article 21 If the government reserves of emergency and disaster relief supplies cannot meet the disaster relief needs, the social turnover reserves will be used in priority. The district development and reform authority will follow the statutory procedures to organize enterprises to settle the purchase as per the quantities and market price of the used supplies and make the payment accordingly.

Article 22 In case of surplus in emergency and disaster relief supplies, the district emergency management authority together with the district development and reform authority shall timely recover such surplus. For surplus supplies like food and bottled water that are short in shelf-life or unsuitable for recovery, the district emergency management authority together with the district development and reform authority and the district civil affairs authority will hand over such supplies to social assistance and charity institutions and handle the relevant handover formalities.

Article 23 Reusable emergency and disaster relief supplies are

recovered after use by the district emergency management authority together with the district development and reform authority, and the district development and reform authority will clean, sterilize and repair the recovered supplies before putting them away in the warehouse.

Chapter VII Replacement and Scrapping

Article 24 The district development and reform authority shall as per the storage standards and shelf-life of the emergency and disaster relief supplies organize the routine replacement of supplies to ensure the district-level emergency and disaster relief supplies are sound in quality. The storage shelf-life of emergency and disaster relief supplies can be determined as per the ex-work shelf-life of the supplies or the national, provincial and municipal notices on supply storage shelf-life (recommended storage shelf-life).

Article 25 When the emergency and disaster relief supplies in stock are found unsuitable for further storage in terms of shelf-life or quality after tests by professional institutions or appraisal by experts, there shall be plans for the scrapping and timely replenishment of the inventory.

Article 26 The district development and reform authority shall follow the relevant stipulations on the disposal of state assets and

exercise stringent execution of the supply scrapping procedures. The scrapped supplies shall be removed timely from the warehouse, the write-offs recorded and the salvage value processed.

Article 27 Near-expired disaster relief supplies, subject to the decision of the district development and reform authority together with the district emergency management authority, may be allocated as replacement to emergency entities, social assistance and charity institutions, etc. for consumption.

Chapter VIII Fund Arrangement

Article 28 The district development and reform authority prepares the annual budget as per the magnitude of the district-level storage of emergency and disaster relief supplies. The budget covers mainly the expenditure on the procurement, storage management and service of district-level emergency and disaster relief supplies.

Article 29 When emergency procurement of supplies is required due to the occurrence of major natural disasters, unusual sudden incidents, emergency decisions of the district government or onsite decisions by district leaders, the district development and reform authority shall follow the principle of urgent methods for urgent matters and special methods for special matters and apply to the district government as per the statutory procedures for the

arrangement of emergency procurement funds, and the district treasury shall follow the rules to allocate such funds.

Chapter IX Supervision and Examination

Article 30 The district development and reform authority shall actively accept the examination by the district emergency management, treasury and auditing authorities and the supervision by the discipline inspection and supervision organs.

Article 31 In case of damage or loss to the district-level emergency and disaster relief supplies due to poor management and other human errors, the relevant authorities will go after the responsible parties and hold them to account.

Article 32 Should the district-level emergency and disaster relief supplies be misappropriated, usurped or embezzled, the relevant authorities will, according to the relevant stipulations, mete out administrative penalties upon the responsible parties, and those suspected of crimes will be referred to the judicial organ.

Chapter X Supplementary Provisions

Article 33 District departments and organizations may formulate their rules on the storage and management of emergency and disaster relief supplies in reference to these Measures.

Article 34 These Measures shall come into force on November 15, 2023, and remain valid for five (5) years.

Mode of disclosure: proactive disclosure

Guangzhou Yuexiu District Development and Reform Bureau

Issued on November 14, 2023
