

District Disaster Management Plan [DDMP] -Bhind

For School of Good Governance & Policy Analysis,
Government of Madhya Pradesh, Bhopal

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ACKNOWLEDGEMENT

I express our sincere and heartfelt gratitude to School of Good Governance & Policy Analysis, Bhopal, for giving the opportunity to take this unique experience of developing the District Disaster Management Plan for the district of *BHIND*. This experience was a big learning experience for me in both personal and professional front. Also, I thank The Government of Madhya Pradesh and SEEDS Technical Services for providing me with all possible resources, guidance and support during the course of my study. Invaluable inputs to the study were provided by Mr. Gaurav Khare, Mr. Amit Tuteja, Mr. P L Koge and Mr. .S N, Mishr who shared their knowledge and guided me throughout my internship. My understanding and analysis of the whole plan would have been incomplete without them to say the least. I am grateful to the entire District Administration, Bind for their unrelenting support and understanding extended to me. Finally, I thank all those who worked for me directly or indirectly and which has left an everlasting memory in my mind.

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Structure of District Disaster Management Plan (DDMP)

A . GENERAL

A 1 Overview

A 1.1 District Profile

The State of Madhya Bharat was formally inaugurated by Jawaharlal Nehru, the then Prime Minister of India, on 28 May 1948 at Gwalior. Scindia and Holkar were sworn in as the Rajpramukh and Up-Rajpramukh, respectively. It was decided to divide the Union into six districts and Bhind was one among them. As a result of reorganization of states Madhya Bharat was added to Madhya Pradesh state 1 November 1956.

About 50 percent of the population was reported to be born with in the Bhind district in the beginning of the century. Four percent of the population then, came from the United Provinces. From Bhind and then Sheopur district a large number of people first migrated to the plateau during the middle of first decade of the current century and many never returned and settled down fertile spots in the southernpart of Guna and Vidisha. Out of total population of 641,169 in the year 1961 in all 562,221 were born in the District. The popular languages of the district are Hindi (99.02%), Punjabi (0.40%) and Urdu (0.34%). Percentage of Rajasthani,Marathi,Marwari, Bundelkhandi, Malayalam, English speakers are negligible. With about 95% of the population practicing Hindu religion, the District is predominantly Hindu, followed by a little more than 3% Muslim and about 1.5% Jain population, a few numbers of Christians, Buddhists and Sikhs also live in Bhind.

A 1.1.1 Location and administrative divisions

Block Wise Administrative information-

ATER - It is situated at the bank of Chambal river forming border of U.P, touched by District MORENA & is surrounded by Mehgaon & Bhind blocks of the District. The area of the block is 685 Sq. Kms constituting of 178 Villages in 87 panchayats.

BHIND - It is situated at the border of UP and surrounded by RON, ATER & Mehgaon blocks. The area of the block is 626 Sq. Kms constituting of 96 Villages in 62 panchayats.

MEHGAON - It is the largest block of the District. It is at the heart of Bhind. It is surrounded by river Kunwari, Distt. Datia and all other blocks except Lahar block. The area of the block is 925 Sq. Kms constituting of 195 Villages in 104 Panchyats.

GOHAD - Gohad Block is at the border of District Gwalior, District Morena, District Datia and Mehgaon block. The area of the block is 993 Sq. Kms constituting of 191 Villages in 88 Panchayat.

RON - Ron is surrounded by Bhind,Lahar & Mehgaon blocks and rivers Sindh and Pahuj. The area of the block is 406 Sq. Kms. constituting of 69 Villages in 41 Panchayat.

LAHAR - Lahar is on bank of river Pahuj, forms border of District with District Datia and U.P. The area of the block is 612 Sq. kms constituting of 148 Villages in 65 Panchyat .

Table A 1.1.1

Location (in degrees) -	Latitude – 26°34'50" Longitude - 78°48'05"
District Area (in sq. kms.) -	4,459 Sq.Km. The greatest length of Bhind district measures about 105 km south east to north west.
Administrative information-	
No. of Tehsils:	7 (Ater, Bhind, Lahar, Ron, Gohad, Mehgaon and Mau)
No. of Municipal Boards	11
No. of Blocks:	6(Ater, Bhind, Lahar, Ron, Gohad, and Mehgaon)
No. of Gram Panchayats:	447
No. of Villages:	935
No. of Police Stations, Police Chowkees	28
No. of Post Offices	255
Year of district formation:	1956
Name of adjacent districts:	Auraiya and Jalaun, Agra and Etawa districts of Uttar Pradesh. Morena, Gwalior and Datia districts of Madhya Pradesh

Source : Bhind District Website

A 1.1.2 Geography and Topography

The entire District lies in the Chambal valley. It forms the south western part of Ganga Valley. The Hills are only a few, small and isolated, mostly in the south west. It is only in the Bhind Tehsil that the rivers flow towards east. The topology of Bhind is the topography of the valley plains. The plains at present are closely cultivated fields devoid of trees, stubbed with shrubby growth only along the moist hollows, and thickly populated. The only divisions of topography are offered by the network of rivers with deep channels and steep bank. The widest plane of the district lies in the western part around Gohad, Mehgaon and Mau. The ravine lands extend along both sides of the rivers and their tributaries. These ravines were the ideal shelters and bypass routes of dacoits. The ravine areas are mostly unsuitable for cultivation and settlements.

Table A 1.1.2

Name of rivers and lakes:	Chambal and the Sind are the main rivers of the district. Apart from these, the other important rivers of the district are the Kunwari, the Pahuj, the Asan and the Vaisali.
Name of existing mountains:	There is no mountainous terrain.
Highest elevation (in meters):	183 meter from the sea level
Forest cover in the district:	7000 Hectares
Any other important element:	The ravine lands extend along both sides of the rivers and their tributaries.

Source : Bhind District Website

A 1.1.3 Demographic and socio economics**Table A 1.1.3**

Total population:	1,428,559 Nos. (2001 Census)
Male:	7,80,902 Nos.
Female:	6,47,657 Nos.
Population density:	320
Child Population :	2,54,887
Male	1,39,116
Female	1,15,771
Total BPL families:	25.04% of the Population (BPL)
Total SC :	306786
Total ST :	6720 (Korkus, Seharis and Gonds.)
Occupation -	
Main occupation of people:	Agriculture
Secondary occupation of people:	Dairy

Source : Bhind District Website and Statistical Handbook (Census Data)

A 1.1.4 Climate and weather

The Climate of Bhind is characterized by general dryness, except during the south-west monsoon season. The year may be divided into four seasons. The winter season is from December to February is followed by the summer season from March to about middle of June . The period from Middle of June to about the end of September is the south-west monsoon season. October and November constitute the post-monsoon or retreating monsoon season.

There is no meteorological observatory in Bhind. The spatial variation of the district is not too much. About 92% of the annual rainfall is received in the south-west monsoon months. On an average there are 33 rainy days in a year. The heaviest rainfall in the 24 hours recorded at any station in the district was 295.9mm at Bhind on 6th September, 1910.

Table A 1.1.4

Rainfall-	
Total annual rainfall of last year:	June 2010 -May 2011 (894.1 mm)
Average rainfall (last 10 years):	668.3 mm (From website)
Temperature-	
Average Maximum Temperature:	Winter: Mean daily maximum temperature at about 23 ⁰ C and the mean daily minimum at about 8 ⁰ C.
Average Minimum Temperature:	Summer: Mean daily temperature is about 46 ⁰ C and the mean daily minimum is about 28 ⁰ C.
Months of excess rainfall, leading to flood situation:	July, August, September
Months of water scarcity, leading to drought situation:	April, May, June

Source : Bhind District Website and Statistical Handbook

A 1.1.5 Health (Medical)

The CM&HO Bhind is responsible for the public Health activities and is in charge of the District Hospital, and the Civil and Ayurvedic dispensaries in the District. Administratively his office functions under the immediate control of the Joint Director of Health Services, Gwalior and under the over all control of the Director of Health Services Madhya Pradesh Bhopal.

Table A 1.1.5

Block wise Distribution of Hospitals				
Block	Ayurvedic, Homeo & Yunani	PHC+Allopathic	SHC	Allopathic
Ater	11	7	33	30
Bhind	11	5	29	262
Mehgao n	12	5	41	40
Gohad	7	4	30	60
Roan	4	2	22	30

Lahar	9	5	25	30
Total	54	28	180	452

Medical and Health Employees (Block wise)							
Block	Medical Officer		Health Inspectors	Nurse	Compounder	Others	Total
	Allopathic	Others					
Ater	9	11	-	56	13	78	167
Bhind	33	08	1	85	23	173	323
Mehgaon	09	11	-	64	15	91	190
Gohad	14	05	-	54	10	74	157
Roan	03	1	-	31	07	36	78
Lahar	09	7	-	40	12	57	125
Total	77	43	1	330	80	509	1040

No. of Ambulance 7 in each block + 1 at District Level

No. of Pvt Hospitals 9

No. of Blood Bank 1

Source : Bhind District Website and Statistical Handbook

Livestock Details (2000-01)

There are 12 veterinary hospitals and 29 dispensaries in the district.

Cattle	207225
Buffalo	290047
Sheep	44516
Goat	138330
Horse	734
donkey	1107
camel	1363
Pigs	9856
Total	693178
Poultry	18819

Source : District Statistical Handbook

A 1.1.6 Education

Table A 1.1.6

Literacy rate: 70.52%

Total Male: 83.19%

Total Female: 55.23%

Block	Total Literacy Rate		
	Male	Female	Total
Ater	82.4	53	69.1
Bhind	84.3	59.4	73
Mehgaon	82.9	53.1	69.4

Gohad	79.5	44.3	63.9
Roan	80	53.5	68
Lahar	81.2	49.8	67.1

	(Govt. + Private entities)
No. of Primary schools:	2245
No. of Secondary schools:	224
No. of High schools:	1134
No. of Intermediate College	167
No. of Degree colleges:	20

Educational Institute	Total No. of Students		Total No. of Teachers
	Male	Female	
Primary schools:	157594	132229	7728
Secondary schools:	66601	51344	5227
High schools:	25032	15795	2621
Intermediate Colleges	16413	7096	2281
Degree Colleges	5885	4157	250

Source: Bhind District Statistical Handbook and MP Education Portal

A 1.1.7 Agriculture and Land use

Agriculture is the main occupation of the people in the District. Dairy is the main supplementary source of income of the farmers in the district. The soil is fertile, and the district is well drained by the Champal and Sind rivers and the tributary streams of the Kunwari and Pahuj. Traditional cropping practices along with old conventional tools are still used commonly but the farmers have readily adopted the improved models of the traditional tools or the new agricultural machinery as well.

Table A 1.1.7

Cropping pattern -	
Type of major crops:	Rabi and Kharif crops. Detail Given in the table below.

Land classifications-	445204 Hectares
Total Land :	
Forest land:	8905 Ha.
Barren & Uncultivated land:	58663 Ha.
Cultivated land:	10743 Ha.
Pasture land:	17191 Ha.

Block	Land Area (Ha.)	Forest land	Pasture land	Barren & Uncultivated land	Cultivated land
Ater	68743	3369	2811	11662	1939
Bhind	68787	4130	3279	11724	2972
Mehgaon	96818	None	3073	9729	1881
Gohad	102674	1406	3669	11188	1990
Roan	42534	None	1895	7129	603
Lahar	65648	None	2464	7231	1358

Deep Alluvial Soils

Soil classifications

1. Younger Alluvium plain
2. Older Alluvium plain
3. Ravines
4. Ridge Sedimentary

(Pre-monsoon)

Depth to water level during 2006)

9.5 to 35.5 m b.g.l.

(Post-monsoon)

Depth to water level during 2006)

8.61 to 34.90 m b.g.l.

Long Term water level trend in 10 years (1997-2006) in m/yr

(-) 0.12 – (-) 1.95 Pre
 (+) 0.05 – (+) 1.13 Pre
 (-) 0.11 – (-) 2.08 Post
 (+) 0.76 – (+) 1.13 Post

- Area irrigated more than once- 4214 Ha.
- Gross irrigated area- 112927 Ha.

Sl. No	Type of Irrigation	Numbers	Area Irrigated (ha)
1	Canal Irrigation	03	23133

2	Nalkup Irrigation	708	18469
3	Wells (Irrigation)	10031	65860
4	Wells (Household)	7327	NA
5	Ponds	06	02
6	Other Sources	N.A.	1248

Sl. No	Crops	Area cropped (ha)	* Annual Production in MT
1	Rice	3729	133315
2	Wheat	71706	4098
3	Jowar	9719	13305
4	Maize	134	215
5	Other Grains	42750	50334
6	Pulses	63104	10843
7	Oil Seeds	158023	128361
8	S. Cane	122	293
9	Fruits	44	NA
10	Vegetables	2279	NA
11	Spices	131	NA
12	Medicinal	None	NA
13	Fodder	6305	NA
14	Total	358934	

Percentage of Population involved in Agriculture-

Type of Farmers	Numbers	Area (ha)
Large Farmers (> 10 ha)	2065	28491
Medium Farmers (4- 10 ha)	20591	120486
Semi-Medium Farmers (2-4 ha)	34486	97388
Small Farmers (1 – 2 ha)	41765	61386
Marginal Farmers (< 1 ha)	79128	40181
Total	178035	347932

Data is Based on 2001 Census

Total no of Agricultural Implements and Machines-

Sl. No	Implement/Machine	Number
1	Tractors	8930
2	Combine Harvesters	NA
3	Threshers	NA
4	Rotavator	NA

5	Cultivator	NA
6	M.B Plough	NA
7	Disk Plough	NA
8	Disk Harrows	NA
9	Off-set Disk Harrow	NA
10	Transplanter	NA
11	Seed drills	NA
12	Fertilizer drills	NA
13	Sprayers	NA
14	Reaper	NA
15	Mower	NA
16	Wooden plough	22432
17	Iron Plough	11739
18	Bullock Carts	11965
19	Electric Pump	8911
20	Pump (oil)	2104
21	Sugar Cane	241

Source : District Statistical Handbook

A 1.1.8 Housing Pattern:

Table A 1.8

Housing pattern-

No. of House: 284,721

Housing category Soil and Brick.

RCC is rare and only used by few people. Detail is in annexure.

Source: Bhind District Vulnerability Map

A 1.1.9 Industrial set ups

Rich in live-stock population ghee manufacturing in Bhind had been an important industry, along with rearing of livestock for milk and other milk products. Most of the industrial activities in the District are concentrated at Bhind town. In order to attract new entrepreneurs a scheme of establishing a Semi-Urban Industrial Estate was launched at Bhind in 1962-63, where in developed plots and constructed sheds were provided to industrial units. The Industrial estate of Bhind is situated at Lahar road, about 2 km from Bhind town and occupies an area of 10 acres.

- Malanpur & Ghirongi already house 117 Large, Medium and Small manufacturing units of which 10 are Export Oriented Units and 1 is 100% Export Oriented Unit. They fall Under Industrial Infrastructure Development Corporation (Gwalior) M.P. Malanpur & Ghirongi already house 117 Large, Medium and Small manufacturing units of which 10 are Export Oriented Units and 1 is 100% Export Oriented Unit. Malanpur falls in Bhind District while Ghirongi under Gwalior district.

Estate Features:

Area - Malanpur 625 Hectares and Ghirongi 833 Hectares.

Power Supply - 320 MVA on 220 KV and 60MVA on 132 KV supply. Power available on LT, 11 KV, 33 KV. 132 KV and 220 KV. Power cut relaxation is available.

Water - Water is in surplus. Total availability of water is 6 MGD. At present, 1.5 MGD water is being consumed in the Industrial Area. 1 MGD Treatment Plant is in full operation.

Table A 1.1.9**Total no. of industries (Govt., Semi Govt. and Pvt),**

a) No. of Small scale industries :	486
b) Total manpower involved in these units:	814

A 1.1.10 Transport network

Road transport is the main mode of transportation in Bhind. The total extends of road lines in the district is about 1319 Kms and 84 Km railway line. 27.26% villages are served by roads. There is one National Highway through Bhind (NH 92, Bhougaon - Etawah - Gwalior , 171 Km.(total)). There are so many villages (out of 950) not connected by road or rail.

State HighWays are important trunk routes functioning as major intra state links. The three important State Highways pass through the district and important towns. The State Highway No 37 Etawa(U.P.) Khariyal(Orissa). This road runs for about 76km in the District. State Highway Morena Mehgaon runs for about 24km.The State Highway Bhind - Bhandar is about 84km.

Table A 1.1.10**1) Transport Connectivity of each block w.r.t. following networks:**

a) By Road	Etawah 33 KM Agra 125 KM Datia 150 KM Gwalior 77 KM Morena 116 KM Jalaun 85 KM
b) By Rail	Gwalior 77 KM
c) By Air	Nearest Airport Gwalior (Maharajpura) - 65 Km.

A 1.1.11 Power stations and electricity installations

The % of electricity outreach in the district is nearly 98.08. Out of nearly 889 villages in the district, 872 villages are completely electrified. There are 88430 Consumers as per Bhind statistical handbook 2005-2006.

Table A 1.1.11
Division wise power transformer data 33/11kv S/s under Bhind Circle as on 31.03.12

Division	Distribution Center
Bhind	28
Mehgaon	10
Gohad	10
Lahar	14

A 1.1.12 Major historical, religious place, tourist spots

Madhya Pradesh Government has patronized Shiv Mandir Daang located at Tehsil Gohad, Fort Of Gohad located at Tehsil Gohad and Ancient Spot Amah located at Daboh, Lahar. These monuments are listed as protected ones.

List of historical places in the district:

FORT OF ATER

It is located deep inside the ravines of Chambal. Now it is in a dilapidated condition. It is located 35 Kms in west of the Bhind city. Transportation is available from 6 Am to 4 Pm. One can go by bus or jeep which are easily available from the Bus stand/ Ater Road.

THE JAIN TEMPLES OF BARANSO

These are the old temples and their existence is located to the visit of Lord Mahavir Swami in the area. It is located on Bhind-Gwalior Road and 5 Kms in south east of Bhind. The only available means of transport are tanga or personal vehicle.

List of religious centers in the district :

1. VANKHANDESHWAR TEMPLE :

2. PAWAI WALI MATA : It is a 300 years old temple.

3. REKOLA KI MATA AT DABOH :

4. HANUMAN TEMPLE, DADRAUWA : It is of prime importance in the district and people have a faith for medicinal blessings of the god Hanuman. It is not an old temple. Transportation means available are Bus and Jeep from Mehgaon Bus stand.

5. HANUMAN TEMPLE AT KANKSI : It is located in Lahar Tehsil at Lahar Alampur Road. It is not too old temple.

6. BHINDI RISHI TEMPLE : This temple is named after Rishi Bhindi originally known as Bhibhandak who was contemporary to Mahabharat period.

7. RAM TEMPLE AT RAWATPURA : It is a new place of worship established in the district. The place is located 16 km. far from Tehsil Head Quarters. A large number of visitors from several states of India visit this place. It is built by Shri Ravi Shankar Maharaja popular saint of the area.

Table A 1.1.12

	Average presence of visitors per day during peak season / festival season
List of historical places in the district:	50-100
List of religious centers in the district:	300-500

A 1.2 Scope and Ownership of District Disaster Management Plan

Any type of disaster, be it natural or manmade, leads to immense loss of life, and also causes damage to the property and the surrounding environment, to such an extent that the normal social and economic mechanism available to the society, gets disturbed.

The Govt. of India, recognized the need to of a proactive, comprehensive, and sustained approach to disaster management to reduce detrimental effects of disasters on overall socio-economic development of country, and came out with Disaster Management (DM) Act 2005, and highlighted the role and importance of District Disaster Management Plan. The Govt. of Madhya Pradesh (GoMP) also believes that there is a need for a Disaster Management Plan in every district that articulates its vision and strategy for disaster management in the state. In this context the Madhya Pradesh State Disaster Management Authority (MPSDMA) provides guidelines to various entities involved in disaster management in the state to discharge their responsibilities more effectively.

Further, as per the DM Act, the District Disaster Management Authority to be formed in each district and it will be the nodal agency for preparation, functioning and review of the District Disaster Management Plan (DDMP).

The scope of district disaster management plan is very wide, and it is applicable in all the stages of disasters (before, during, after & non disaster time). The DDMPs can help officials in taking important decisions and also provide guidance to direct subordinates in emergency. The DDMP helps in saving the precious time, which might be lost in the consultations, and getting approval from authorities.

It will be the responsibility of the District Disaster Management Authority members to look after the district and sub district level institutionalization activities pertaining to the disaster management, including the periodic review of district disaster management plan and allied functions.

DDMP is an operational module for district administration (owned by the DDMA) and it helps to effectively mitigate the different types of disasters with locally available persons and resources. It also ensures a checklist for all the stakeholders for an action oriented response structure and to study their preparedness level.

A 1.2 Purpose of the Plan

To make the district safer, and respond promptly in a coordinated manner in a disaster situation, mitigate potential impact of disasters in order to save lives of people and property of the respective district.

A 1.3 Key Objectives

Complying with the DM Act 2005, the objectives guiding the formulation of the plan are:

- Assess all risks and vulnerabilities associated with various disasters in the district
- Promoting prevention and preparedness by ensuring that Disaster Management (DM) receives the highest priority at all levels in the district.
- Prevention and minimization of loss of human lives and property by gearing up preparedness, prevention & mitigation of disasters
- To provide clarity on roles and responsibilities for all stakeholders concerned with disaster management so that disasters can be managed more effectively
- Assisting the line departments, Block administration, urban bodies and community in developing coping skills for disaster management & Ensuring that community is the most important stakeholder in the DM process.
- To strengthen the capacities of the community and establish and maintain effective systems for responding to disasters
- Developing convergence of action in addressing, preventing and mitigating disasters and to equip with maximum possible relief measures and to resort to pre-disaster, during and post-disaster steps.
- To establish and maintain a proactive programme of risk reduction, this programme being implemented through existing sectoral and inter-sectoral development programmes and
- Mainstreaming DM concerns into the developmental planning process.
- Encouraging mitigation measures based on state-of-the-art technology and environmental sustainability.
- To address gender issues in disaster management with special thrust on empowerment of women towards long term disaster mitigation
- Developing contemporary forecasting and early warning systems backed by responsive and fail-safe communications and Information Technology support.
- Encourage training and create awareness, rehearsals, dissemination of knowledge, and information on DM among all the citizens living in the district.
- Ensuring relief/assistance to the affected with care, without any discrimination of caste, creed, community or sex
- Undertaking reconstruction as an opportunity to build disaster resilient structures and habitat.
- Undertaking recovery to bring back the community to a better and safer level than the pre-disaster stage

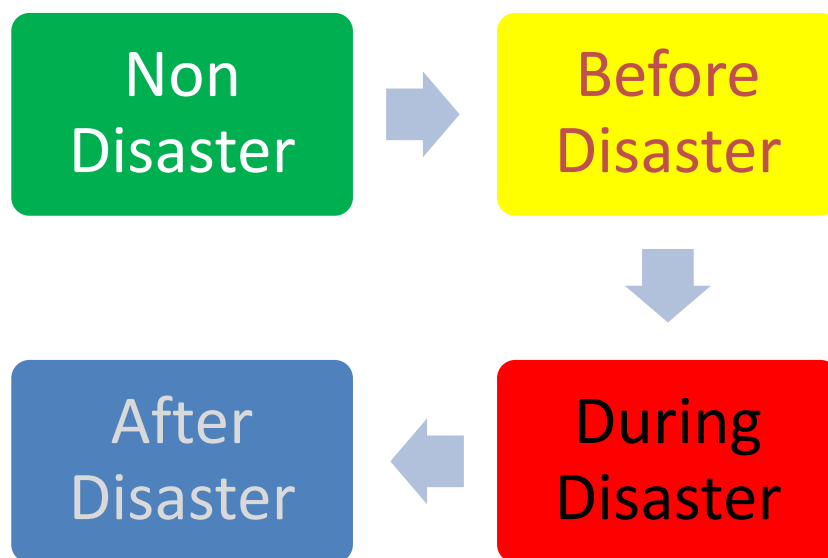
- To develop disaster management as a distinct management discipline and creation of a systematic and streamlined disaster management cadre

A 1.4 District Plan Approach

The aim of the plan is to establish necessary systems, structures, programs, resources, capabilities and guiding principles for reducing disaster risks and preparing for and responding to disasters and threats of disasters in respective district, in order to save lives and property, avoid disruption of economic activity and damage to environment and to ensure the continuity and sustainability of development.

The district disaster management plan has a holistic and integrated approach with emphasis on prevention, mitigation and preparedness by ensuring that Disaster Management receives the highest priority at all levels in the district. It has a paradigm shift, similar to the lines of national and state level, from reactive and relief centric approach to disasters. The approach is aimed to conserve developmental gains and also minimize losses to lives, livelihood and property.

For efficient execution of the District Disaster Management Plan, the Plan has been organized as per these four stages of the Disaster Cycle.



Non disaster stage: Activities include disaster mitigation, leading to prevention & risk reduction.

Before disaster stage: Activities include preparedness to face likely disasters, dissemination of early warnings.

During disaster stage: Activities include quick response, relief, mobilization of search & rescue, damage assessment.

After disaster stage: Activities include recovery & rehabilitation programs in disaster affected areas.

A 2. Institutional Arrangements

A 2.1 District Disaster Management Authority (DDMA)

DDMA is the authority who would be responsible for any disaster, its mitigation and preparedness. DDMA would consist of the heads of the departments. DDMA has not been formed. Only Flood Prevention committee has been working efficiently.

A **DDMA** for every district in the State of Madhya Pradesh has to be constituted, consisting of the following members:

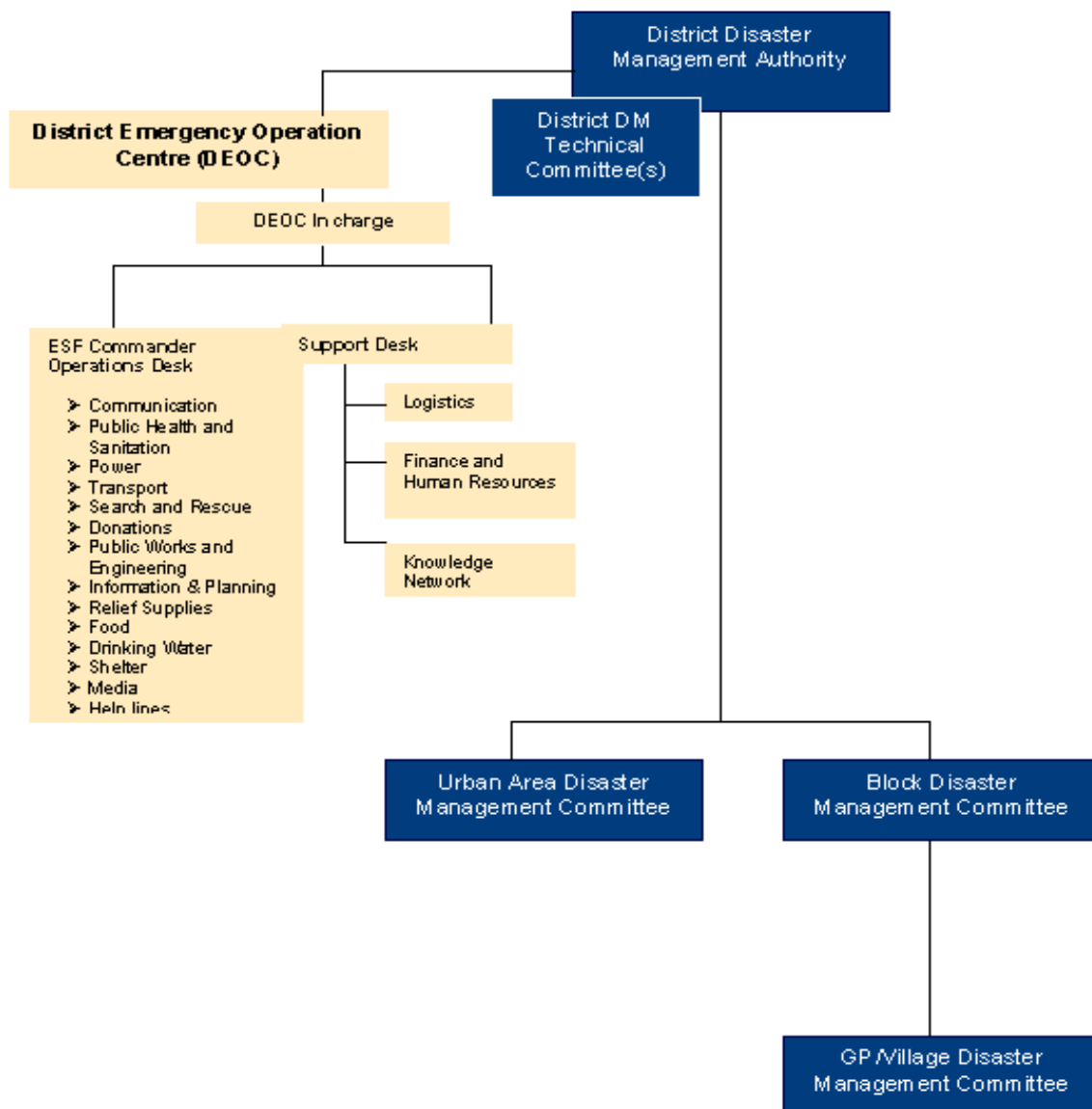
- a. Collector
- b. Superintendent Of Police (Member)
- c. Chief Medical Officer (Member)
- d. Executive engineer (PWD) (Member)
- e. Executive Engineer (Irrigation) (Member)
- f. Executive Engineer (PHE) (Member)
- g. Chief Engineer (MPEB)/ Executive engineer Member(Member)
- h. Chairperson of the Zila Parishad (Member)

The District Disaster Management Advisory Committee

District level Disaster Management Advisory Committee will be appointed by the District Disaster Management Authority to take advice on various subject specific fields within the overall context of disaster management.

The committee will comprise of disaster management experts, which may be from government departments, research institutes or NGO's. The proposed District Disaster Management Advisory Committee for Anuppur district will comprise of following:

1. Collector
2. Superintendent of Police
3. District forest officer
4. CEO, Zilla Panchayat
5. Additional Collector
6. Commissioner/ CMO (Chief municipal officer)Municipal Corporation
7. Chief Medical Officer
8. Executive Engg. (PHE)
9. Executive Engg. (PWD)
10. Executive Engg. (I)
11. District Food officer
12. Commandant, Home Guards
13. Road and Transport officer
14. Fire Officer
15. Telecom officer ITS
16. District Revenue Officer
17. Executive engineer (Rural engineering)
18. CEO, Housing board
19. From two prominent NGO's working in the district in the field of Disaster Management



Meetings: If needed, the meeting of district authority will be held at the time and place decided by chairman.

Roles and Responsibilities of DDMA:

DDMA will carry out the various functions assigned to it under the Disaster Management Act, 2005, Section 30. It shall act as the District Planning coordinating and implementing body for DM and take all measures for the purpose of DM in the district. It will work for management and implementing body for disaster management by following the guidelines of Central and State government Disaster Management Authority. It’s role and responsibility is explained in detail as under:

1. To prepare and implement District Disaster Management plan.
2. To implement and monitor National and state policy and plans.
3. To identify disaster prone areas in district with proper prevention and mitigation preparation by district level government departments and local bodies.

4. To monitor proper implementation of prevention, mitigation, pre-disaster preparedness by district level government department and local bodies as per the central and state authority.
5. To give directions to district level different authorized institutions and local authorities about necessary prevention and mitigation measures.
6. To give necessary guidelines to local authorities and district level government departments for the preparation of disaster management plan.
7. To implement, monitor and control disaster management plan prepared by district level government departments.
8. To make it implementation, monitoring and control.
9. To make sure all the methods/ways of implementation, monitoring and control.
10. To determine the capacity to counter disaster and giving necessary support to district level departments for capacity improvement and development.
11. To examine preparedness plan and giving necessary guidelines to district level departments and authorities to effectively counter disaster.
12. To organize special training programs for district level officers, employees and volunteers.
13. To organize community awareness and training programs for preventing and mitigating disaster with the help of local authorities, government and non government organizations.
14. To develop, manage, monitor and improve a body for communication of notice and pre warning to people.
15. To prepare ,monitor and make minimum norms for district level response mechanism
16. To make it sure that all government departments and local authorities prepare their response plan with district response plan.
17. To fix guidelines to district related departments to counter disaster or its threat effectively as per the local constraints.
18. To help, support and guide all government departments, constitutional organizations and other government and non government departments involved in disaster management.
19. To provide concealing and technical help to local authorities.
20. To compose and guide local authorities so that prevention and mitigation work can be done in full capacity.
21. To re-examine and monitor development programs of different district level government departments, constitutional authorities or local authorities keeping in mind prevention and mitigation element of disaster.
22. To ensure proper examination of ongoing construction work in district and directing for proper action to the concerned authority, if found not fulfilling the minimum norms of prevention and mitigation measures of disaster.
23. To ensure proper identification and marking of those places and buildings which can be used as relief camp in case of disaster and ensuring proper arrangement of water and drainage facility in these places.
24. To prepare stock of relief and prevention work related items or do such a preparation so that necessary items can be made available in minimum time.
25. To give information on different aspects of disaster management to state authority.
26. To encourage voluntary organizations and Self help groups to work for district disaster management which are working at grassroots level in village
27. To ensure that communication network is working in good condition and time to time practice is done for disaster management.
28. To do other work which are directed by SDMA and DDMA

Block Disaster Management Committee will comprise of the following:

1. Sub divisional Megistrate
2. CEO , Janpad Panchayat
3. Tehsildar
4. SHO (town inspector), Police Station Member
5. Chairperson, Panchayat Samiti-Block Member
6. Medical Officer In charge, Dispensaries Member
7. Assistant Engineer/ Sub engineer, I&PH Member
8. Assistant Engineer/ Sub engineer, PWD Member
9. Assistant Engineer, MPEB Member
10. Inspector, Food & Supplies Member
11. Platoon Commander, Home Guards Member
12. Range Officer, Forests Member
13. In charge, Fire Station Member
14. Junior Engineer (JTO), Telecom Member
15. Rural engineering (sub engineer) Member
16. From two prominent NGO's working in the block in the field of Disaster Management

Gram Panchayat/Village Disaster Management Committee

Subject to the directions of the District Authority, the Gram Panchayat Disaster Management committees will be responsible for the development and implementation of GP level disaster management plans.

1. Gram Sahayak
2. RES (Rural engineering Services)
3. Line man (Electricity and telecommunication)
4. Maintainance officer/ Incharge (PHE, PWD, Irrigation)
5. ASHA (Health Department)
6. 6 Sainik of home guards
7. 7 Kotwal
8. Halka Patwari

Active youth, women, children etc. will be included in the above teams. Necessary training will be provided to team members keeping in mind their knowledge, capacity and expertise. Panchayat secretary will be responsible for fulfillment of above work at village level. Gram panchayat will provide necessary support and resources to Panchayat secretary to complete above work. As it is not possible to manage disaster at one attempt, therefore disaster management should be included in the agenda of gram panchayat and will be discussed as an agenda in all the development related meetings.

B . HAZARD, VULNERABILITY ASSESSMENT AND RISK PROFILING (HVRC)

Hazard, Vulnerability, Risk & Capacity analysis (HVRC) is the most important part of the plan as the entire planning process will be based on its outcome. Any error in identifying the frequency, magnitude and projected impact leads to incorrect identification of major hazard and hence an imperfect plan. The necessary outcomes of the HVRC analysis will be the type of hazards that the district is prone to, history of hazards, impact analysis of the worst case, the area, people and infrastructure that is prone to the risk of these hazards and their vulnerability of being damaged by such disasters due to their vulnerability characteristics. Vulnerability Assessment should deal with the natural, socio-economic vulnerability, housing vulnerability and the environmental vulnerability. The vulnerability atlas of BMTPC has been referred for this purpose. After knowing the existing hazards and potential vulnerabilities, the risk analysis will be carried out. HVRC analysis will also include resource inventory/capacity analysis, preparedness analysis in terms of network of communication systems, public distribution systems, storage facilities, transportation facilities, medical facilities, fire stations, cyclone shelters with their capacity, presence of NGOs and other volunteers etc so as to enable quick response.

B 1. Hazard Assessment

The hazard of the Bhind district can be assessed from the following facts:

- The natural Hazard map of India shows that Bhind falls in safe seismic zone, which is a barely risk zone. Hence, Bhind district is not a hazard prone area and falls in minimum damage risk zone.
- The Cyclone Hazard shows that Bhind district falls in safe zone.
- The Flood Hazard shows that Bhind district is not susceptible to flooding.
- The Drought Hazard also shows that Bhind district falls in safe zone.

Hence, probability of occurrence of any natural disaster is rare.

FLOOD: There was no recent record of flood in the BHIND district. As per the Irrigation department, the last major flood affecting the district was seen in 1982. There were minor cases of rise in river level above danger zone in 2000, yet no one was affected.

Drought: Bhind district has been affected partially by drought in recent years. As per the record available, the district has been affected by drought in 2000-01, 2002-03, 2007-08 and 2009-10. This situation happens mostly due to deficient rainfall or late monsoon like situation. The impact of drought varies from year to year. In each case, food production fell below the national average. There were large-scale losses through starvation, depletion of assets and livestock and high mortality.

(Source : http://www.mpkrishi.org/krishinet/Compendium/othermissl_districtaffected.asp)

Type of Applicable Hazards:

FLOOD: River floods, caused primarily due to the peculiarities of rainfall in the country, are the most frequent and often the most devastating disaster. 18 Villages in Ater Block, 2 Villages in Bhind Block and 3 Villages in Raun Block have been identified in the District level meeting at 15-06 -2011. The detailed list can be obtained from SLR Bhind. Important guidance and instructions were given to all departments for the emergency situation.

Most of the time the reason for this rise of water level is not natural but release of excess water from Kota Bairaaj Chambal (Rajasthan) in Chambal River. The water levels has been measured at Khatoli River, Palighat Shyopur, Dhaulpur Morena (Chambal), Udighat Bhind (Chambal), Gandhi Sagar Dam, Pagara Dam, Kotwaal, Pilouaa, Manikheda Ghat, Mehanda Ghat (Sindhu River), Kota Bairaaj Chambal (Rajasthan) and Bhind Main Canal Head.

Udi Ghat and Mehanda Ghat danger Level is monitored during monsoon season. The annexure has record of last year monitoring of the dams and ghats mentioned above.

DROUGHT: Bhind district falls in semi arid zone. Natural disasters, particularly droughts, create unemployment and under-employment problems in the rural areas. The Jawahar Rozgar Yojana (JRY) is the largest programme in the country aimed at generating additional gainful employment for the unemployed and under-employed men and women in rural areas. The Employment Assurance Schemes (EAS) provide employment opportunities mostly in drought-prone areas.

EARTHQUAKE: Earthquakes, among the most dangerous and destructive natural hazards are also the least easy to predict. Warnings against it or preparations against physical destruction are difficult. Since Bhind district falls in EQ II zone, has fairly low seismicity.

LANDSLIDE: Landslides occur when the stability of slope changes from a stable to unstable condition. A change in the stability of a slope can be caused by a number of factors, acting together or alone.

INDUSTRIAL & CHEMICAL DISASTERS: Industrial accidents may occur as a result of natural phenomena, such as earthquakes, forest fires etc., however, most accidents occur as a result of human activity leading to accidental or deliberate harm. There is Malanpur Industrial Area that may be prone to such disaster. There is storage of LPG and Chlorine for the industrial purpose. There is no report of any major accident occurred in any of the industrial units. Major accident is considered when either loss of life is greater than 10, or financial loss is estimated to be more than 1 Crore.

Major Accident Hazard Units in Bhind District

S.No.	Name of Industry	Chemical	Qty. (Mt.)
1	Hotline Teletube & Components Ltd., Malanpur	LPG	40
2	Jamuna Auto Industries Ltd., Malanpur	LPG	80
3	Surya Roshni Ltd., Malanpur	LPG	100
4	The Surpreme Ind. Ltd., Malanpur	LPG	20
5	Hotline Glass Ltd., Malanpur	LPG	20
6	L.G. Hotline (C.P.T.) Ltd., Malanpur	LPG	30
7	Primus Cabson Ltd., Malanpur	LPG	30
8	Seasons Chemical Pvt. Ltd., Malanpur	LPG	22
9	Pashupati Ply. Process Co. Malanpur	Chlorine	22

Source : <http://ercmp.nic.in/HazardUnits.aspx>

INDUSTRY at Malanpur Industrial Area	HAZARDOUS CHEMICAL	Threshold Limit for Storing Hazardous Chemical (M.T)	Inventory Stored	
			Storing Capacity	Licensed Quantity
Pashupati Plasti Sizers & Chemicals Ltd	Chlorine	10	35	20
Seasons Chemicals Pvt Limited	Chlorine	10	35	20
Surya Roshni Ltd.	Propane	15	100	60
	L.P.G	15	94	50
Chloroparafin & Chemical India Company.	Chlorine	10	70	70

Source : <http://www.hrdp-net.in/idrm/content/e5783/e26901/>

Table B.1.3 Seasonality of hazards

Hazard	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Flood						√	√	√	√			
HailStorm	√	√	√									√
Drought				√	√	√						

B 2 Vulnerability Analysis: On the basis of the following-

- Physical vulnerability (Ex: roads, bridges, hospitals, houses embankments)
- Social Vulnerability (Ex: population, inclusion)
- Economic vulnerability (Ex: poverty, agriculture, and livelihood)
- Environmental vulnerability (Ex: rivers, canals, animals, minerals)

Table B.2 Block wise vulnerability

Name of Block	Physical/Infrastructural Vulnerability	Environmental / Natural vulnerability	Social vulnerability	Economic vulnerability
Ater	Bridges & Check dams	Flood prone	Densely Populated Urban Area	Agriculture and livelihood
Bhind	Lack of Proper Sewerage facilities in urban region, Road to Etawah through Phoop is damaged.	Flood prone Epidemic prone	Densely Populated Urban Area	Agriculture and livelihood
Mehgaon		Not much of any effect	moderate	Agriculture and livelihood
Gohad	Prone to Industrial Disaster	Partially applicable	high	Agriculture and livelihood
Roan	High vulnerability	Hailstorm prone	Densely Populated Urban Area	Agriculture and livelihood
Lahar	Distant from District Hospital.	Moderate, overall	high	Agriculture and livelihood

B 3. Capacity Analysis

Table B 3.1 Resource inventory, Block wise

Resource Type	Details of Government resource with number and contact number of nodal officer
Equipments used for cutting, Search & Rescue (S&R), grinding m/c etc.	IDRN list and rescue equipment lastly updated in 2011
Temporary shelters, camps	List of School attached.
Emergency Search lights	List of all to be enclosed in the Annexure
Trained manpower, professionals available in specific domain like S&R ,First Aid, Response Warning, Swimming etc.	The list of Homeguard is updated in the section below.
First Aid / Medical emergency requirements, equipments to be used	List of all to be enclosed in the Annexure
Location of key hospitals, blood banks, Doctors, medical stores	List of all to be enclosed in the Annexure
Availability of equipments like Bulldozers, Hydra, Crane, for clearance, JCB	List of all to be enclosed in the Annexure
Transportation(Fit Vehicles available with nodal agencies, in emergency)	List of all to be enclosed in the Annexure
Total no. of boats (with info about capacity, size, contacts of Orgn./owner etc)	List of all to be enclosed in the Annexure
Availability of fire fighting equipments, Fire tenders	List of all to be enclosed in the Annexure

B 4. Risks Assessment

Table B.4.1 Potential impact of applicable hazards and existing vulnerabilities

Type of hazard	Vulnerable areas	Vulnerability	Potential Impact	Identified safer places *
Flood	Ater and Bhind Block	Population at risk, communication failure, drinking water problem, livestock safety issues.	Loss of lives, livestock and houses	List of the schools used as rescue place is attached in annexure.
drought,	Bhind District	People below poverty lines especially SC & ST suffer.	Loss of lives. Loss of grass and vegetation affected in a lack of fodder for livestock	
stampede,	Bhind Block	Poor management of religious fairs.	Loss of lives	Bigger Ground near Worship place.
hailstorm,	Roan Block		Loss of crop	
industrial disaster	Malanpur, Gohad	Environmental Pollution	Loss of lives,	Gwalior is nearest city 16km far for rescue and relief work. Bhind District HQ is 62 km away.
Epidemic	Bhind Urabn part. Near Gauri Lake	Sewer blockage at Monsoon	Cause of Epidemic like Cholera and Malaria	

B 4.2 Risk profiling of the district

HAILSTORM: There is lot if crop damage each year due to hailstorm. Risk is for the the whole district yet Ater and Gohad are seriously affected block.

FIRE: There are cases of fire in the agricultural land and the loss of crops. There is budget allocation of the victim family by the relief department.

SNAKE BITE: There are each year cases of snake bite in the district. There is budget allocation of the victim family by the relief department.

EPIDEMIC: There are always cases of Malaria and Cholera in the urban part of Bhind city dring monsoon. This happens due to illegal seizure of public areas of Gauri lake. The sewer line is jammed and the city is water logged in the case of heavy rainfall. This result in the spread of water related diseases among women and children that can probably give rise to epidemic like condition. Also, there were few deaths due to spread of Chikungunya in 2006.

VIOLENCE: There was attack on Additional SP with stones and sticks on Holiday in 2011 causing police force to retreat. The district is more risk prone to violence in comparison to other districts of Madhya Pradesh.

STAMPEDE: There is heavy crowd at local Shiv Mandirs in urban area of Bhind block that can cause stampede during Shivratri Fair at March. There is no such incident reported till now. Yet, a fair chances is created due to heavy rush of religious devotees.

C . DISTRICT LEVEL DISASTER MANAGEMENT PLANNING

C 1 District Action Plans

C 1.1 Mitigation Plan

This part will mainly focus on various ways and means of reducing the impacts of disasters on the communities through damage prevention. Major focus will be given to disaster mitigation owing to its importance in reducing the losses. The mitigation plans will be specific for different kinds of hazards identified in HRVC section. Mitigation plans will be sector specific, and will deal with both aspects, structural & non-structural.

The Identification of various departments, along with nodal officers, to coordinate the mitigation activities, including PRI and ULBs for implementing mitigation strategies will be the key. Community mitigation measures will be identified and implementation modalities formulated. A Training Strategy will be formulated for training major government and non-governmental cadres in the state who can aid in disaster management.

Floods and Cyclones

Flooding frequency is quite frequent in many talukas of the district. Strict enforcement of floodzone regulations need to be done to prevent constructions of any type within 200 m of the riverbanks. Engineering solutions like building of flood embankments, small dams, deepening of the channels may be considered for specific localities. Community awareness should be built up so that people respond effectively to the flooding. Persons living in the low lying parts of floodplains, areas below unsafe dams, low-lying shorelines, or river delta areas are vulnerable to flood hazards. Notable risk in flood plain settlements are buildings made of earth or with soluble mortar, buildings with shallow foundations or non-resistant to water force and inundation. Infrastructural elements at particular risk are utilities such as sewer systems, power and water supplies, machinery and electronics belonging to industry and communications, livestock, vehicles, agricultural fields etc. Inhabitants of flood prone areas usually have a number of traditional methods at their disposal for coping with floods.

Some aspects of flood planning and response are:-

8. Issuing warnings at the local levels
9. Participating in flood fighting by organizing work parties to repair
10. Embankments or clear debris from drainage areas, pile sandbags
11. Stockpile needed materials
12. Facilitating agricultural recovery
13. Planning emergency supplies of flood and clean drinking water
14. To conduct trainings on search and rescue for Search and Rescue

Teams formed at District, Taluka and Village level from time to time. There is need for trained full time fire brigade personnel in each municipality who will help in search and rescue. The health department needs to be equipped with more water quality monitoring centers for effective surveillance of water quality during flood

events. Planting of casaurina trees along the coast, which will serve as wind breakers. Provision of wireless communication equipment to all tahsil offices so that information about approaching cyclone can be relayed immediately.

Main Mitigation Strategies :

- Mapping of the flood prone areas is a primary step involved in reducing the risk of the region. Historical records give the indication of the flood inundation areas and the period of occurrence and the extent of the coverage. Warning can be issued looking into the earlier marked heights of the water levels in case of potential threat. Flood hazard mapping will give the proper indication of water flow during floods.
- The onset of cyclones is extensive and often very destructive. A hazard map will illustrate the areas vulnerable to the cyclone in any given year.
- The map is prepared with data inputs off past climatological records, history of wind speed, frequency of flooding etc.
- Land use control will reduce the danger of life and property when waters inundate the floodplains and the coastal areas. In areas where people already have built their settlements, measures should be taken to relocate to better sites so as to reduce vulnerability. No major development should be permitted in the areas which are subjected to high flooding. Important facilities should be built in safe areas.
- Construction of engineered structures in the flood plains and strengthening of structures to withstand flood forces and seepage. The buildings should be constructed on an elevated area. If necessary build on stilts or platform. They should be wind and water resistant. Protect river embankments. Communication lines should be installed underground. Provide strong halls for community shelter invulnerable locations.
- Flood Control aims to reduce flood damage. Measures such as reforestation, protection of vegetation, clearing of debris, conservation of ponds and lakes, etc.
- Structural measures include storage reservoirs, flood embankments, drainage channels, anti-erosion works, detention basins, etc. and non-structural measures include flood forecasting, flood proofing, disaster preparedness, etc.

C 1.1.1 Scope of Integrating Risk Reduction in Development Schemes

It will address and align the pertinent issues of construction (structural & non-structural elements), infrastructure, repair & maintenance, transport, sanitation, research & technology transfer and land use planning.

1) **MGNREGA** : The MGNREGA stipulates that works must be targeted towards a set of specific rural development activities such as: water conservation and harvesting, afforestation, rural connectivity, flood control and protection such as construction and repair of embankments, etc. Digging of new tanks/ponds, percolation tanks and construction of small check dams are also given importance. This scheme will help in providing employment during droughts in the affected areas. The dry land horticulture and plantation of trees on the bunds of the fields taken up under this programme is can sustain the livelihood of the disaster affected families for few months.

2) The **Midday Meal Scheme** is the popular name for school meal programme in India which started in the 1960s. It involves provision of lunch free of cost to school-children on all working days. Children affected by disaster can also be enrolled in nearby schools with provision of this scheme to encourage their enrollment.

3) **Indira Awaas Yojana (IAY)** should cover the pertinent issue of safe housing and shelters. New houses to be constructed and the assets been handed over to the beneficiaries whose houses have been fully collapsed in disaster.

C 1.1.2 Training & Capacity Building

- Training and capacity building of Govt. officials.

- Community level trainings and public awareness activities, in partnership with NGOs, Pvt. Sector and Govt. Training institutions.

It is expected that disaster management training to members, to be integrated with concerned deptts Of Govt – Health Dept. for First Aid through PHCs, Home Dept. for Search & Rescue and other related functions through Civil Defence and Home Guards. Further, the District Training Centers and Block Offices to be approached for provision of DM trainings in respective entities.

Community should be organized through people participation. With the training people generally demonstrate active participation in the meetings being conducted as per the need and requirement. The representatives should be imparted awareness on different precautionary measures to be taken during disaster situations / circumstances. Officials are required to be cooperative and supportive in imparting necessary information and assuring required help.

To enhance the understanding of individuals, families and communities about hazards, disasters, vulnerabilities, risk reduction and preparedness, the community must be oriented through training and other capacity building efforts on an ongoing basis. Training & capacity building

aims at increasing the coping capacities of the communities, community organizations and specific groups of the community. Training need assessment helps to define the gaps in the knowledge and capacity of the community at large. This further helps in designing specific trainings for different groups. Local authorities and grass root level organizations must commit themselves towards conducting community orientation sessions along with other awareness activities.

C 1.1.3 Community Initiatives

Communities are always the first responders and hence the DDMA / Distt. Authority will ensure Community participation through initiatives like Community Based Disaster Management (CBDM) to promote local ownership, address local needs, and promote volunteerism.

The Distt. Authority / DDMA is expected to prepare the district level plan, by incorporating the information, needs and local vulnerability at sub district. It is to be ensured that the Community Sensitization Planning, Task Force Formation exists at the local level.

Community Based Disaster Management (CBDM): Even with their vulnerabilities, most communities still have capacities to rebuild their lives. From a disaster management's point of view, capacities are strengths on which future development can be built.

During disasters, the community's vulnerabilities are more pronounced than their capacities.

Recognising the vulnerabilities and capacities of the affected population is essential for designing and implementing an effective disaster response. Participatory learning and action (PLA) is the core strategy to facilitate the integration of disaster management into village development plans and to infuse in the villagers a sense of ownership of the process.

C 1.1.4 Risk Management Funding

The district does not have DDMA so they have no specific funding for disaster management. However District administration has spent 12, 90,238 rupees in the last year (01-04-2011 to 31-03-2011) from the allotted sum of 15,00,000 rupees.

This section will address the short & long term funding provisions for proposed mitigation activities, under the overall objective of risk management at district level.

Short term provisions are expected to cover the immediate loss, incurred due to disasters. Whereas long term provisions include the set up of fire stations, watershed management, planting trees along the river etc.

C 1.2 Preparedness Plan

This section will primarily focus on preparedness of the communities and local authorities in order to safeguard lives, protecting assets and efficiently utilize resources by taking appropriate actions in the face of any disaster. The preparedness plan will further ensure that agencies are able to respond to the potential damage zones in a prompt and coordinated manner. In most disaster situations the loss of life and property could be significantly reduced through appropriate preparedness measures and warning system. It will be necessary that with respect to every disaster, the concerned agencies will be designated to issue the warnings. During this section, it will be ensured that the pre-disaster warning & alerts, preparedness before response and dissemination of warning, and evacuation activities have will be carried out in coordination with concern line departments.

For Revenue Department-

- ✚ Check the availability of Food Grains in PDSs shops and other stockings and distributors in the district
- ✚ Prepare a list of Relief Items for distribution in the height of local food habits, customs, etc
- ✚ Determine quantity, quality of relief items as per minimum standards, and expenditure to be incurred on it.
- ✚ Prepare a transport and alternate transport plan for evacuation and distribution of relief.

For police Department

Check the availability and readiness of the search and rescue teams from within the District Police

- ✚ Check wireless communication network and setup links with the District Control Room and Sub-divisional Control Rooms; Make additional wireless sets available, if required
- ✚ Develop a traffic plan for contingencies arising out of disasters – one way blocked ways, alternate routes and traffic diversion.
- ✚ Keep the vehicles and other modes of transport available with the Police in readiness

Irrigation Deptt.

- ✚ Establish mechanisms for exchange of information with irrigation divisions at State/National/International levels
- ✚ Inspect all the Bundhs, and check their height and slope
- ✚ Check that all the Bundhs have been repaired/ reinforced, in particular those Bundhs which were damaged during the last floods

Health Department:-

- ✚ Prepare a Health Contingency Plan for deployment of health and medical personnel
- ✚ Obtain a list of Respondent Base from district administration and assign mobile health units and medical staff to each Response Base
- ✚ Organize vaccination in Disaster affected area
- ✚ Ensure necessary stock of medical supplies and blood

Agriculture department-

- ✚ Check the availability of seeds, and disseminate information about the outlets where seeds can be made available
- ✚ Set up a public information system regarding sowing of crops, alternative crops, pests, and application of fertilizers
- ✚ Prepare a program for spray of pesticides and insecticides after the disaster

Animal Husbandry Department-

- ✚ Publicize the list of common ailments in disaster and possible precautions
- ✚ Organisation of vaccination for cattle in disaster villages
- ✚ Prepare a plan for setting up cattle campus and cattle feeding centers
- ✚ Prepare kits which could be given to Veterinary doctors and Animal Husbandry workers

PHD

- ✚ Check the condition of pumps for draining floodwater. Ensure pumps are in working condition.
- ✚ Protect water supply pumps from water logging
- ✚ Keep hand pumps, pipes and sockets in readiness for installation/ increasing the height of pipes
- ✚ Obtain a list of temporary shelters/ Bundhs where people took shelter during last disaster.
- ✚ Prepare for installation of hand pumps at all such locations
- ✚ Maintain adequate stock of chlorine tablets and bleaching powder

Pl check with the nodal officer/ DC about the existing preparedness mechanism in the district.

C.1.2.1 Preparedness before response

Much is covered in SOP of the various departments.

Brief steps about the preparedness plans of respective departments, including Home, Health, R&R, Police, Civil Defense, Municipal Board etc.

1. Establishment of the Control Rooms

The district administration should ensure the operation of control rooms. The control rooms are presently run by major line departments at revenue, police, MSED, Hospital, etc. at taluka and district level should be functional.

2. Plan Updation

Disaster Management Plan needs updation at every interval. It includes the skilled manpower, their addresses and contact numbers, necessary equipments, medicinal stock, daily necessities, list of flood prone villages etc. All these things have to be updated after a certain interval of time.

3. Communication System

Training is given for search and rescue teams, first aid teams disaster management teams at village, taluka and district level. These teams will provide timely help during any type of disaster. Provision of wireless sets at all Sub-division and Taluka Offices for effective communication of cyclone/heavy rainfall/flood warning. Fire Brigades at all the Municipal Offices. Widespread community awareness programmes in flood prone villages so that villages are sensitized about the flood hazard and there are no problems when there is need for evacuation.

4. Training for Disaster Management Team Members

Each of the DMTs comprise groups of women and men volunteers and are assigned with a special task. The Search and Rescue Teams, First Aid Teams formed at the three levels should be provided training from time to time so that their timely help can be used during disaster.

5. Organization of Mock Drills

Mock drill is an integral part of the Community based disaster management plan, as it is a preparedness drill to keep the community alert. Mock drills are organized in all the villages of the district to activate the DMTs and modification of the DM plan. Mock drill is organized once in six months as per the seasonality calendar of natural disaster events that is likely to occur.

6. Community Awareness on Various Disasters

- Construction of Earthquake Resistant Structures
- retrofitting the weak structures
- House insurance
- construction of embankments for flood control
- Rehabilitation of people in safe lands
- development of plans for shifting people from vulnerable area to safer area

C.1.2.2: Pre-Disaster Warning, Alerts

For any information received on likelihood of disasters such as Floods, Forest Fire, Epidemics (Human/Animal), Industrial and Chemical catastrophe, Hot waves DDMA should carry out the following activities:

- Activate the DEOC
- Based on early warning received, prepare initial information report with estimation of likely severity and scale of disaster.
- The ESF will be asked to conduct a review of the preparedness level of the districts likely to be affected by the disaster, by calling a meeting of District DMCs (Disaster Management Committees).
- Prepare a team for deployment to assess damage and need.
- Inform respective departments to activate respective SOPs
- Inform the recognized national and international organizations.
- Provide appropriate warning to general public.
- Coordinate with district authorities on dissemination of warning to general public and if necessary, carry out evacuation.
- Request Home Department to be on standby for rescue and relief operations.
- If required, declare de-warning

The DDMA will ensure that all concerned departments will implement their respective preparedness/contingency plans.

C.1.2.3: Evacuation preparedness

The procedural steps for evacuation of people under threat, or likely to be affected by the disasters are as such not explicitly stated for the district. So the evacuation route maps need to be prepared for most vulnerable pockets/ hazard prone zones of the district. ***The following are the recommendations to stay prepared for evacuation in case of emergency.***

- It is important to understand the nature of threat and the procedures to be adopted and must be incorporated as part of the evacuation plan in the Gram Panchayat, Block and Urban areas evacuation plans.
- Safe routes and safe shelters need to be marked for each Gram Panchayat, Block and Urban areas.
- Safe routes and safe shelters needs to be marked in relation to specific hazards, as in case of floods shelters at higher elevations are a must, but for earthquakes even the shelters in lower lying areas will do.
- All agencies involved in evacuation must have a common understanding of their roles and responsibilities in order to avoid confusion and panic in affected community.
- Different situations demand different priorities and hence the responsibility for ordering evacuation should be assigned to different agencies.
- All evacuations should be ordered only by the Designated Officer appointed by DDMA/Deputy Commissioner.
- For appropriate security, law and order, evacuation should be undertaken with assistance from home department, community leaders/Village Panchayat Disaster Management Committee and Task Forces responsible for evacuation.
- All evacuations should be reported to Collector or DEOC along with details of evacuees and facilities available at the safe shelters and emergent needs (if any).

Dissemination of Warning:

- Communities in disaster prone areas should be made aware of the warning systems.
- All warning systems and technologies should be maintained in working conditions and checked regularly.
- Alternate warning systems must be kept ready in case of any failure (e.g., power/technical failure).
- Only the designated agencies/officers should issue the warning.
- All available warning systems should be used.
- The warning should, to the extent possible, be clear about the severity, the time frame and the area that may be affected.
- Warning statements should be conveyed in a simple, direct and non-technical language, and incorporate day-to-day patterns should be used.
- The do's and don'ts should be clearly communicated to the community to ensure appropriate responses.
- Warning statements should not evoke curiosity or panic behaviour. The language should be professional and devoid of emotions.
- Rumour control mechanisms should be activated.

- All relevant agencies and organizations should be on high alert.
- Wherever possible, assistance of community leaders and organized groups should be sought in explaining the threat.
- Once a warning is issued, it should be followed-up by subsequent warnings in order to keep the people informed of the latest situations.
- When the disaster threat starts tiding away, a clear signal must be given.

C.1.2.3: Organizing mock drills

Efficacy of plans and Standard Operating Procedures (SOPs) is tested and refined through training, seminars and mock drills. The DDMA will assist all the departments in these areas and will also conduct mock drills in different parts of the districts. District authorities will be encouraged to generate a culture of preparedness and quick response. Gradually the DDMA will encourage various departments to plan a series of exercises for various types of disasters in collaboration with NDMA to enhance the response level of various stakeholders.

In addition to it the District Commandant of the district, Home Guards, had been sent to Bhopal for training regarding the management of disasters and to mitigate its effects. Such training sessions prove very beneficial but only if the lessons learned are conveyed thoroughly in the department and then followed collectively after analyzing the pros and cons with respect to the district.

C 1.3: Response Plan

India has a well defined, robust and time tested administrative structure. Section 22(2), 24, 30 and 34 of DM Act 2005 has clearly laid down various duties relating to DM to be performed by various agencies. No single agency or department can handle a disaster situation of any scale alone. Different departments have to work together to manage the disaster. For proper co-ordination and effective use of all available resources, the different departments and agencies need a formalised response management structure that lends consistency, fosters efficiency and provides appropriate direction during response. Response Management constitutes the functions of planning, execution and coordination. While planning in the pre-disaster phase is the responsibility of various authorities created under the DM Act, the execution of the plans has to be carried out by the various line departments of the Government and the existing administrative structure in the District and State. For coordination and ensuring smooth execution of the plans, bodies like NDMA, NEC, SDMA and SEC have been created at the National and State Level. At the District level, planning, execution and coordination of all the activities have been vested in the DDMA itself.

Effective response planning requires realistic identification of likely response functions, assignment of specific tasks to individual response agencies, identification of equipment, supplies and personnel required by the response agencies for performing the assigned tasks. A response plan essentially outlines the strategy and resources needed for search and rescue, evacuation, etc. A response plan will be supplemented by relief management planning activities, including relief needs, transportation routes, coordination with local police, District, State, national and international relief teams, transport vehicles, alternative communication like HAM radios (in case of communication failures).

C 1.3.1: Disaster Emergency Response Force

Prompt and effective response minimizes loss of life and property. A caring approach for the special needs of vulnerable sections is also important. The existing and the new institutional arrangements need to ensure an integrated, synergized and proactive approach in dealing with any disaster. This is possible through contemporary forecasting and early warning systems, fail-safe communication and anticipatory deployment of the specialized response forces. A well informed and prepared community can mitigate the impact of disasters.

Community Emergency Response Teams: A community may consider sponsoring a Community Emergency Response Team (CERT). A CERT is a volunteer group of citizens who are trained and equipped to respond if emergency services are unable to meet all of the immediate needs of the community following a major disaster, especially if there is no warning as in an earthquake.

Emergency Response Personnel: Emergency response personnel need to be trained and plan for various contingencies and response activities, such as evacuation, traffic control, search, and rescue.

C 1.3.2: Crisis management direction & coordination

In contrast to risk management, which involves assessing potential threats and finding the best ways to avoid those threats, crisis management involves dealing with threats before, during, and after they have occurred. That is, crisis management is proactive, not merely reactive. It is a discipline within the broader context of management consisting of skills and techniques required to identify, assess, understand, and cope with a serious situation, especially from the moment it first occurs to the point that recovery procedures start.

Following are the key disaster management team at district level:

- Warning Dissemination Team
- Shelter Management Team
- Evacuation and Rescue Team
- First-Aid and Health Team
- Sanitation and Carcass disposal Team
- Counselling Team
- Damage Assessment Team
- Team for collection, storage and distribution of Relief materials.

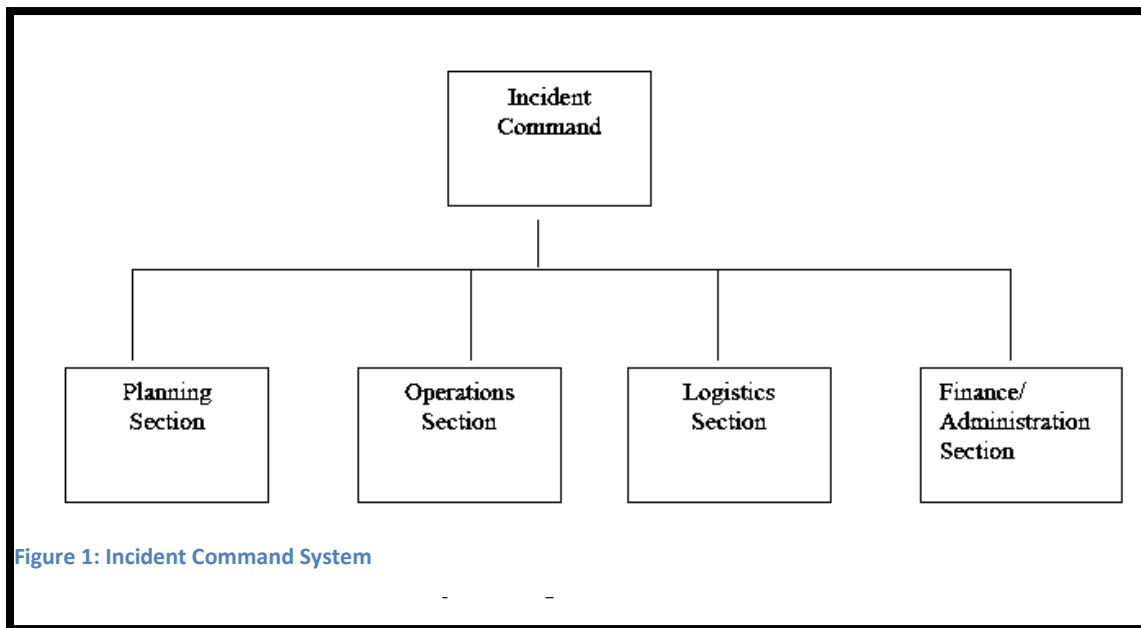
C 1.3.3: Incident Command System (ICS)

Incident Management System is the combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure, designed to aid in the management of resources during an emergency incident such as disaster. The incident command system (ICS) is a component of an overall incident management system. Incident Command Systems provides a standard approach to the management of the site of any large-scale disaster event. It is designed to be a model tool for “command, control, and coordination” of a response which provides a mean to coordinate the efforts of individual agencies as they work toward the common goal of stabilizing the incident and protecting the life, property, and the environment. ICS establishes

separate command posts, known as Incident Command Post, throughout the affected area to manage the actual response operational activities if the disaster is widespread and large-scale.

The ICS is based upon a five-component model that includes the following.

1. Command
2. Operations
3. Planning
4. Logistics
5. Finance & Administration



Brief Idea of Each Component of the ICS

1. **Command:** this function establishes the framework within which a single leader or committee can manage the overall disaster response effort. A single Incident Commander is responsible for the successful management of the response during operational period in an area. If the incident grows in size and extends throughout many jurisdictions, multiple incident commanders can be useful with an area command authority may be established to coordinate among the incidents. Incident Commander requires the following Command Staffs to support him, which are as followings,
 - Public Information Officer – the single media point of contact
 - Safety Officer – Responsible for identifying safety issues and fixing them, he has the authority to halt an operation if needed.
 - Liaison Officer – Point of contact for agency to agency issues.
2. **Operations:** this section carries out the response activities described in the IAP along with coordinating and managing the activities taken the responding agencies and officials that are directed at reducing the immediate hazard, protecting lives and properties. This section manages the tactical fieldwork and assigns most of the resources used to respond to the

incident. Within operations, separate sections are established to perform different functions, such as emergency services, law enforcement, public works...etc.

3. **Planning:** this section supports the disaster management effort by collecting, evaluating, disseminating, and uses information about the development of the emergency and status of all available resources. This section creates the action plan, often called “Incident Action Plan” (IAP), which shall guide emergency operations/response by objectives. Followings are the six primary activities performed by the planning section, including,
 - Collecting, evaluating, and displaying incident intelligence and information
 - Preparing and documenting IAPs
 - Conducting long-range and contingency planning
 - Developing plans for demobilization
 - Maintaining incident documentation
 - Tracking resources documentation
4. **Logistics:** the process of response includes personnel, equipments, vehicles, facilities...etc, all of which will depend upon the acquisition, transport, and distribution of resources, the provision of food and water, and proper medical attention. The Logistic section is responsible for the mentioned process.
5. **Finance And Administration:** this section is responsible for tracking all costs associated with the response and beginning the process for reimbursement. The finance and administration section becomes very important when the national government provides emergency funds in place that guarantee local and regional response agencies that their activities, supply use, and expenditures will be covered.

A traditional command structure exists in the administrative hierarchy which manages disasters in India. It has been planned to strengthen and professionalise the same by drawing upon the principles of the ICS with suitable modifications. The ICS is essentially a management system to organise various emergency functions in a standardised manner while responding to any disaster. It will provide for specialist incident management teams with an incident commander and officers trained in different aspects of incident management, such as logistics, operations, planning, safety, media management, etc. It also aims to put in place such teams in each district by imparting training in different facets of incident management to district level functionaries. The emphasis will be on the use of technologies and contemporary systems of planning and execution with connectivity to the joint operations room at all levels.

The local authorities do not have the capacity to play an efficient role at local level to support the DEOC’s requirements for field information and coordination. The DEOC will therefore need to send its own field teams and through them establish an Incident Command System. The system will comprise:

- Field command
- Field information collection
- Inter agency coordination at field level
- Management of field operations, planning, logistics, finance and administration

Rapid Assessment Teams and Quick Response Teams described below will be fielded by the DDMA through the DEOC as part of the Incident Command System.

C 1.3.4: Rapid damage assessment & reporting

The Rapid Assessment Teams will be multi-disciplinary teams comprising four or five members. They will mainly comprise senior level specialized officers from the field of health, engineering, search and rescue, communication and one who have knowledge of disaster affected area, physical characteristic of the region, language etc. These officials should share a common interest and commitment. There should be a clear allocation of responsibilities among team members. To make a first / preliminary assessment of damage, the assessment report will contain the following basic elements or activities

- Human and material damage
- Resource availability and local response capacity
- Options for relief assistance and recovery
- Needs for national / international assistance

Deployment of search and rescue teams can help in reducing the numbers of deaths. A quick response to urgent needs must never be delayed for the reason that a comprehensive assessment has yet to be completed. The following teams must be sent to disaster site or disaster affected area as early as possible, even prior to First Information Report.

- First Aid Team
- Search and Rescue team
- Communication Teams
- Power Team
- Relief Teams
- Rehabilitation teams
- Transport Team

All other focal departments will keep ready their response teams, which may be deployed after receiving the first information report.

Representative of the affected community directly informs either the nearest district administration office, police station or any government official or an NGO, who will then inform either the Sub-Divisional Officer/SDM or his office or directly to the DEOC on the toll free numbers. All the information coming to the SDM or DEOC will be communicated to the Deputy Commissioner, who based on the available information, if deems fit, will activate DEOC in the emergency mode.

A clear and concise assessment of damages and needs in the aftermath of a disaster is a pre-requisite for effective planning and implementation of relief and recovery measures. The objectives of damage and needs assessment are to determine:

- Nature and extent of disaster
- Damage and secondary threats
- Needs of the population

Two types of assessment that may have to be carried out are:

1. Initial Assessment
2. Technical Assessment

Rapid Assessment Teams will carry out the Initial Assessment

Table 1: Initial Assessment Report

INITIAL ASSESSMENT REPORT											
1	NATURE OF DISASTER:										
2	DATE OF OCCURRENCE:					TIME:					
3	DAMAGE AND LOSS ESTIMATES										
	Name of the Site (Village, Block, Tehsil)	Total Population Affected	People missing	People injured	Severity		Immediate needs	Houses Damaged			Action taken
					H	L		L	M	H	
4	INFRASTRUCTURE DAMAGE										
	Name of the Site (Village, Block, Tehsil)	Housing	Agriculture	Animals	Water source	Road and bridge	Power	Communication	Govt. Building	Others	
5	NEED ESTIMATES										
	Name of the Site (Village, Block Tehsil)	Medical Needs	Population requiring shelter	Clothes	Food	Water	Sanitation	Any Other			
6	ANY OTHER VITAL INFORMATION										
7	SPECIFY IMMEDIATE NEEDS: (With quantity)										
	Food										
	First aid										
	Machinery										
8	Possible Secondary Affects:										
9	NAME THE CONTACT PERSON:										
10	AGENCY/ADDRESS: TELEPHONE NUMBER										
	DATE:					SIGNATURE:					
	FOR OFFICE PURPOSE:					REPORT NO.:					
	ACTION TAKEN:										

C 1.3.5: District Search & rescue Team

It is the duty of the DDMA to provide specialized life saving assistance to district and local authorities. In the event of a major disaster or emergency its operational activities include locating, extricating and providing on site medical treatment to victims trapped in collapsed structures. In the event of any disaster the **Home Guards** along with the support of the Police dept. form teams to locate injured and dead and try to rescue the ones in need. There are other bodies too that help these departments in this work, like the PWD, Health dept, Fire dept and also the people that voluntarily form teams to help the ones in need. Proper training for search and rescue process needs to be undertaken so as to minimize the time taken in rescuing someone. Also proper methodology and resources are needed to carry out a search & rescue mission.

The tactics used in the search & rescue process vary accordingly with the type of disaster that we are dealing with. In case of flood, a boat and trained swimmers are a must while in case of an earthquake sniffer dogs and cutting tools with trained manpower is a binding requirement. The household register that is maintained by the warden should be maintained for every village as it proves to be of great help in case of a disaster like an earthquake. Because in case of the aforementioned disaster people get trapped in the debris of buildings and houses and it becomes difficult to estimate how many people are present in the debris. But if a household register is maintained then the task becomes quite easy and effective to find out almost correctly that how many people would be present in any building/house at any given time. Thus the resources can be justifiably distributed and more lives can be saved. This kind of process is highly recommended in this particular district which lies in moderate earthquake prone region.

For flood it is recommended that the boats that are used should be light weight and the motor should be of 'luma' type, so that it becomes easy for the rescue team to lift the boat and carry it to the spot. Also a heavy boat needs deep water to float and as the basin of river Narmada is filled with huge boulders so it might not allow the boat to float or may even damage the boat, hence hampering the entire process in midway.

Table 2: District Search & rescue Team

S.No. Name and designation of trained S&R Team member

The Search & Rescue team is formed as and when required and the members & equipments are taken according to the nature of the disaster (and also on their availability).

- Police Officers (2 or more)
- Home guards (2 or more)
- Swimmers (In case of flood)
- A construction engineer (From P.W.D.)
- Driver (For Every vehicle)
- Any person with the prior experience of the disaster (From Home Guard/Police Dept.)
- A doctor or nurse or at least a person having first aid training
- A Class IV Officer (Health Dept.)

<Source: Home Guards Office, Bhind>

C 1.3.6: Medical response

Medical preparedness is a crucial component for any DM Plan. The DDMA, in close coordination with the CM&HO, **Health Department**, will formulate policy guidelines to enhance our capacity in emergency medical response and mass casualty management. DM plans for hospitals will include developing and training of medical teams and paramedics, capacity building, trauma and psycho-social care, mass casualty management and triage. The surge and casualty handling capacity of all hospitals, at the time of disasters, will be worked out and recorded through a consultative process, by the district of Bhind in the pre-disaster phase. The District authorities will be encouraged to formulate appropriate procedures for treatment of casualties by the private hospitals during the disasters. This plan will also address post-disaster disease surveillance systems, networking with hospitals, referral institutions and accessing services and facilities such as availability of ambulances and blood banks.

Medical response has to be quick and effective. The execution of medical response plans and deployment of medical resources warrant special attention at the District level in most of the situations. The voluntary deployment of the nearest medical resources to the disaster site, irrespective of the administrative boundaries, should be emphasized. Mobile medical hospitals and other resources available with the State should also be provided to the district in a proactive manner. Post-disaster management of health, sanitation and hygiene services is crucial to prevent an outbreak of epidemics. Therefore a constant monitoring of any such possibilities is necessary.

Table 3: Medical Response Team

S.No. Name of team member & Designation

- A Child Specialist
- A Medical Expert
- A Medical officer (Dresser)
- Epidemic Duty Doctor and compounder (As per roster)
- Driver (For Every vehicle)
- A Class IV Officer (Health Dept.)

<Source: Health Dept., Bhind>

C 1.3.7: Logistic arrangements

As per the data available, district has a total of 194 load carrying and 202 passenger vehicles. In addition to it, it also keeps a list of Heavy goods vehicles, Light goods vehicles, tractors, etc.

A separate list should be compiled of those vehicles that are in working condition, and are easily available at the time of disaster, so that it can be called for by the search and rescue team during emergency.

An emergency stock of fuel for disasters is usually maintained at petrol pumps and this should be made mandatory. The Logistics Section is responsible for the following:

- Facilities
- Transportation

- Communications
- Supplies
- Equipment maintenance and fueling
- Food Services
- Medical Services
- Ordering Resources

The **Logistics Section** Head manages the Logistics Section. On very large incidents, or on incidents requiring a great deal of equipment or facilities, the Logistics Section may be divided into two branches – Service Branch and Support Branch. This is most often done for span of control reasons, resulting in a more manageable organization. Six Units may be established within the Logistics Section:

1. Supply Unit
2. Facilities Unit
3. Ground Support Unit
4. Communications Unit
5. Food Unit
6. Medical Unit

C 1.3.8: Communications

The **communication dept.** Has the following duties like sending all out-messages on behalf of camp officer of the relief camp, data collection, record keeping, assistance in locating missing persons, information center, organization of information for site operations center and on specific demands, maintaining in-message and out-message register. In addition to it the following facilities are available in the communication room:

- Telephones
- Fax
- Intercom units
- VSAT connection
- PC with modem and printer
- Mobiles
- Photocopying machine
- Wireless

The media should handle such sensitive situation carefully as it may affect the victims mentally. It should issue authenticated and verified information as far as possible rumors should not be spread and should also be prevented from spreading. Correct data should be published after well quantifying it so that the public is not ill-advised.

C 1.3.9: Temporary shelter management

PI refer the annexure for the identified temporary shelters list.

C 1.3.10: Water and Sanitation (WATSAN)

Restoring Water and Sanitation Services: roles and responsibilities of **Municipal deptt.**

- Work under the team leader of restoration of essential services and supervise functions of all groups
- Attend planning meetings of the section
- Brief team members about the objectives and strategy to achieve the goal
- Project requirement of Task Forces, Strike Teams and Single Resource for water and sanitation services, if required
- Repair water lines or supply water tanks of the affected sites
- Supply drinking water tank to inaccessible area
- Repair tube wells
- Check contamination of water and provide facilities for water purification
- *Involve employees of Notified Area Committee, Municipality or Corporation for sanitation services and ensure that work is in progress*
- Involve community
- Maintain the record of important activities performed

C 1.3.11: Law & order

Maintaining law & order is major responsibility of the Police dept. and apart from this other stakeholders are also involved in it. The Police Department along with the Home Guards moves the affected people to safer places. They also help the Revenue Department to carry out relief work without any encumbrance or hindrance during the disaster period. And it is their duty to safeguard the property of the victims.

The Police dept. maintains law and order in such a panic struck situation and safeguards the people (especially women and old) from theft, teasing or molestation in the disaster struck and the relief camp area. It also co-ordinates the search and rescue operation through NCC/VTF/NGO. It will also arrange for security at the relief camps/relief material storages. It is also responsible to maintain law and order at the time of distribution of relief material. It assists the authorities for evacuation of people to the safe places and makes due arrangements for post mortem of dead bodies, and hastens legal procedure for speedy disposal. It specially protects the children, women, old and the physically challenged at the shelter places.

C 1.3.12: Public grievances/missing person's search/media management

A **Public Grievance Redressal Committee** at the district level has to be constituted under the chairmanship of the District Collector to address the grievances of the public regarding missing persons. It is the duty of the search and rescue team to search for the missing people, live or dead.

The media should handle such sensitive situation carefully as it may affect the victims mentally. It should issue authenticated and verified information as far as possible rumors should not be spread and should also be prevented from spreading. Correct data should be published after well quantifying it so that the public is not ill-advised.

C 1.3.13: Animal care

Animals, both domestic as well as wild are exposed to the effects of natural and man-made disasters and thus it is the *duty of the Veterinary department to take care of them*. It is necessary to devise appropriate measures to protect animals and find means to shelter and feed them during disasters and their aftermath, through a community effort, to the extent possible. It is pertinent to note that many communities have shown compassion to animals during disasters, and these efforts need to be formalized in the preparedness plans. The Departments/Ministries of the GoI such as Animal Husbandry and Dairy Department, Social Justice & Empowerment and the district has devised such measures at all levels.

1.3.14: Management of deceased

The Carcass Disposal team is responsible for the clearance of carcasses after the disaster. The team should put in all efforts to prevent the spread of any kind of disease by disposing off the carcasses at the earliest and in the manner that they are supposed to. The unclaimed bodies need to be burnt or buried accordingly. And before that they need to be kept in a morgue or on ice in a separate location.

The health department will immediately start the procedure for post mortem of the dead bodies, if required, as per the rules. Disposal of dead bodies should be carried out in a way that such it does not hurts the sentiments of anyone. And also great care should be taken that the dead bodies should not become the brooding ground for pathogens, which may cause illness or maybe become a reason for some epidemic. Arrangement should be made to issue death certificates of the deceased to the relatives.

C 1.3.15: Civil Defense and Home Guards

The mandate of the Civil Defense (CD) and the Home Guards should be redefined to assign an effective role in the field of disaster management. They will be deployed for community preparedness and public awareness. A culture of voluntary reporting to duty stations in the event of any disaster should be promoted.

A proper Civil Defense set up in every District would be a boon for disaster response as the neighborhood community is always the first responder in any disaster. The proposal to make Civil Defense District centric and be involved in disaster response has already been approved by the GoI. Its phase wise implementation has also begun. State Governments should ensure it's operationalization in their respective districts.

C 1.3.16: Role of Private Security

The guards of private companies can be called for assistance if required but for that purpose they need to be trained well enough for the occasion well in advance. So this training can be carried out in the Home Guard dept. or in the Police Line training grounds by the officers designated by the district authorities for the purpose.

As per the recent private security bill introduced by the State Govt., the private guards and security agencies have to play a very vital role in disaster management, and especially in the disaster response stage. These guards would act as an extra helping hand and thus would hasten the process of relief work.

C 1.3.17: NGOs & Voluntary organizations

NGOs and voluntary organizations are the first to respond before any outside assistance can reach the disaster site. In certain disaster prone areas a group of young volunteers are being formed and trained to undertake essential tasks which would reduce loss of life and property.

C 1.3.18: Relief management planning

Functions of infrastructure desk, logistics, health, operations, communication and information Dept. are as stated below.

Functions of Infrastructure Desk

- Shelters for affected people with sanitation facilities
- Temporary structure for storage
- Kitchens
- Medical facilities
- Education facility
- Recreational facility
- Postal facility
- Temporary repairs to damaged infrastructure

Functions of Logistics Desk

- Issue Village relief tickets to the affected families
- Organize distribution of Relief Supplies
- Receive, store, secure, relief materials for relief camps and affected villages
- Co-ordinate supplies distributed directly by NGOs and other organizations including private donors
- Ensure proper maintenance of vehicles and equipment
- Ensure optimum utilization of resources such as fuel, food, and other relief materials
- Mobilize and co-ordinate the work of the volunteers ensuring community participation
- Organize facilities for staff and volunteers

Functions of Health Desk

- Disposal of dead bodies
- Disposal of carcasses
- Disposal of waste and waste water
- Treatment of the injured and the sick
- Preventive medicine and anti-epidemic actions
- Inspection of food, water supplies, sanitation and disposal of waste

Functions of Communication and Information Management Desk

- Data collection
- Record keeping
- Assistance in locating missing persons
- Information center
- Organization of information for Site Operations Center and on specific Demands
- Maintaining In-Message and Out-Message Register
- Sending all Out-Messages on behalf of Camp Officer of the Relief Camp

Functions of Operation Desk

- Salvage operations
- Feeding centers for two weeks to be set-up at the earliest

C 1.3.19: Media Management

The media is responsible for collecting reliable information on the status of disaster and disaster victims and broadcasting it for effective coordination of relief work at every level.

A strategy needs to be formulated for managing mass media such as newspapers and television in terms of dissemination of information at the wake of disasters. Clear guidelines would help the administration in avoiding communication of wrong information and creating panic. The nodal person will act as the Public relations officer and the person will coordinate with the local media to publicize the right information

C 1.3.20: Fire Services

Fire Service has always been discharging duties round the clock & gets themselves ready to responds in any emergent nature of calls. ***The Fire and Emergency Services are crucial and most immediate responders to disasters.*** The staff of Fire Services should be trained and retrained in disaster management skills, and will be further upgraded to acquire multi-hazard rescue capability, in order to tackle any emergency related to fire or the allied substances.

The Police will be trained and the Fire and Emergency Services upgraded to acquire multi-hazard rescue capability. Home Guards volunteers will be trained in disaster preparedness, emergency response, community mobilization, etc. The district may take the help of the State Government for capacity building and sensitization of their forces.

As the roles and responsibilities of the Fire dept are more than clear to them, hence the Fire dept. can itself be considered as a quick response team for this particular purpose.

C 1.4: Recovery and Reconstruction Plan

The approach to the reconstruction process has to be comprehensive so as to convert adversity into opportunity. Incorporating disaster resilient features to 'build back better' will be the guiding principle. ***This phase requires the most patient and painstaking effort by all concerned departments not just limited to P.W.D., Municipal Board, Housing Board, Home Guards, etc.*** The administration, the stakeholders and the communities need to stay focused on the needs of this phase as, with the passage of time, the sense of urgency gets diluted. The appropriate choice of technology and project impact assessment needs to be carried out to establish that the projects contemplated do not create any side effects on the physical, socio-cultural or economic environment of the communities in the affected areas or in their neighbourhood. Systems for providing psycho-social support and trauma counselling need to be developed for implementation during reconstruction and recovery phase.

Rehabilitation and reconstruction comes under recovery phase immediately after relief and rescue operation of the disaster. This post disaster phase continues until the life of the affected people comes to normal. This phase mainly covers damage assessment, disposal of debris, disbursement of assistance for houses, formulation of assistance packages, monitoring and review, cases of non-starters, rejected cases, non-occupancy of houses, relocation, town planning and development plans, awareness and capacity building, housing insurance, grievance addressal and social rehabilitation etc.

Emphasis will be laid on plugging the gaps in the social and economic infrastructure and infirmities in the backward and forward linkages. Efforts will be made to support and enhance the viability of the livelihood systems, education, health-care facilities, care of the elderly, women and children, etc. Other aspects warranting attention will be roads, housing, drinking water sources, provision for sanitary facilities, availability of credit, supply of agricultural inputs, up gradation of technologies in the on-farm and off-farm activities, storage, processing, marketing, etc.

C 1.4.1: Restoration of basic infrastructure

Based on the degree of damage to the existing structures of houses and other infrastructure, the victim will be issued funds for carrying out the restoration activity. ***The PWD will be the nodal agency and the housing board will take care of the reconstruction plans.*** Adherence to the zoning laws and other necessary precautions depending on the type and degree of disaster will ensured while the infrastructure is being restored.

Owner Driven Reconstruction

Reconstruction plans and designing of houses need to be a participatory process involving the government, affected community, NGOs and the corporate sector. After the planning process is over, while owner driven construction is a preferred option, contribution of the NGOs and corporate sector will be encouraged. Reconstruction programme will be within the confines and the qualitative specifications laid down by the Government.

Speedy Reconstruction

Essential services, social infrastructure and intermediate shelters/camps will be established in the shortest possible time. For permanent reconstruction, ideally, the work including the construction of houses must be completed within two to three years. Concerned Central Ministries/Departments and the State Governments should create dedicated project teams to speed up the reconstruction process. Contingency plans for reconstruction in highly disaster prone areas need to be drawn out during the period of normalcy, which may include architectural and structural designs in consultation with the various stakeholders.

C 1.4.2: Reconstruction of damaged buildings/social infrastructure

As Bhind lies in the zone 3 of the earthquake belt and is also lying face down to floods so construction of damaged buildings plays a very important role and it should not be considered as a mere repair work but emphasis should be laid on the part that it is an opportunity to employ building law compliance during the construction work so as to reduce the likelihood of any damage during future disasters. ***The PWD along with the Housing Board will take lead for these activities.***

Although land use management that avoids building on hazardous sites is an effective way to reduce earthquake risk, there may be times when it is necessary to build on such sites. Engineers and architects have designed buildings in ways that reduce the impact of ground shaking. Encouraging all local governments to adopt and enforce updated building code provisions are one effective way to reduce earthquake damage risk.

Insurance should not be considered an alternative to reducing damages for any type of hazard, but it does have the value of protecting oneself from financial devastation if damage were to occur.

Houses should be reconstructed in disaster hit areas considering the following conceptual interventions:

1. Owner Driven Reconstruction.
2. Public Private Partnership Program (PPP).
3. Under the PPPP the houses are reconstructed by the NGOs for the beneficiaries to be registered in the joint names of the husband and wife.
4. All the houses should be insured (At least in urban areas).
5. Financial, technical and material assistance provided by the government (For poor families).
6. The designs for seismic reconstruction of houses provided by the government.
7. The material assistance provided through material banks at subsidized rates (For poor families).

C 1.4.3: Restoration of livelihoods

Districts will have to lay emphasis on the restoration of permanent livelihood of those affected by disasters and special attention to the needs of women-headed households, artisans, farmers and people belonging to marginalized and vulnerable sections.

Restoration of livelihoods in post disaster phase will be taken care of by the ***NGOs, Forest department (especially in the tribal areas) and the Agriculture department*** by providing them with various incentives in form of free seeds and fertilizers. The relief fund can also be used constructively so that the lives of people are back to normal as soon as possible by floating various schemes, offering less interest on loans, etc.

C 1.4.4: Psycho-social interventions

The needs of the elderly, women, children and differentially able people require special attention. Women and youth should be encouraged to participate in decision making committees and action groups for management of disasters. Communities will be trained in the various aspects of psycho-social counselling and relief and will also access support from government/private agencies. Community plans will be dovetailed into the Panchayat, block and district plans.

Psycho social needs of the affected victims, including women and children will be taken care of by special teams in the health department. The provision of trauma handling and social rehabilitation is very necessary from the point of view of restoration to normal life and should be specifically given priority in the after disaster recovery plan.

C 1.5: Cross cutting elements

One of the most critical components of preparedness is the training to be imparted to the officials and staff of the various departments involved at the state and the district level. Through the training inputs it is visualized that both information and methodology will be shared with the concerned actors. The training activity will be undertaken both at state level and at the district level through NGOs, government training institutions and institutions affiliated to universities and research centres.

Before organizations, communities and individuals can reduce their risk from hazards, they need to know the nature of the threat and its potential impact on them and the community. Achieving widespread public awareness of hazards, the options for reducing risk or impact and how to carry out specific mitigation measures, will facilitate informed decisions on where to live, purchase property, or locate a business. Local decision makers will know where to locate and appropriately construct critical facilities, to reduce potential damage from hazards. Communities must be fully aware of its vulnerability to natural hazards as also means to reduce their impacts, before it can insist upon and support actions to mitigate the impacts and take the individual steps necessary to protect lives and property. Generating this level of awareness is perhaps the most challenging task. The public must view hazard mitigation as a basic component of civic responsibility. Much is already known about the potential for and impacts of natural hazards and the preventive actions that can be taken to mitigate those impacts. The community awareness and training activities will basically be carried out in the form of training programmes through NGOs, Private Sector and Government training Institutions.

C 1.5.1: Community Based Disaster Management

The community awareness and training activities will basically be carried out in the form of training programmes through NGOs, Private Sector, and Government Training Institutions. Apart from spreading awareness of disasters, the focus will essentially be on community capacity building.

Special focus will be given to local contractors and masons, who are the prime responsible for construction work. Training programmes will target the informal construction sector by building their capacities on safe construction practices and retrofitting of existing structures. An institutional arrangement is required to ensure that in the long term, contractors and mason ensure safe construction practices.

Primary agencies for community level training and public awareness are:

- Environment, scientific & technology department
- Technical Education Department
- NGO
- Private sectors

The NGOs, private sector organizations and other government training institutions will, in turn, organize training and simulation exercises at the district and community level, in order to ensure preparedness from the grass-roots. As communities are always the first responders to any disaster so the DDMA/Dist. authority will ensure Community participation through initiatives like Community Based Disaster Management (CBDM) to promote local ownership, address local needs, and promote volunteerism.

Most of disaster response can be characterized as command and control structure which is top down with logistic centre approach. It results into failures in meeting the appropriate and vital humanitarian needs, unnecessary increase in requirement for external resources, and general dissatisfaction over performance despite the use of sincere management measures only because it lacks community participation.

Recognizing these limitations, the Community Based Disaster Management (CBDM) approach promotes a bottom-up approach working in harmony with the top – down approach, to address the challenges and difficulties. To be effective, local communities must be supported into analyzing their hazardous conditions, their vulnerabilities as well as capabilities as they see themselves. In case of disasters, the people at the community level have more to lose because they are the ones directly hit by disasters, whether major or minor. They are the first ones to become vulnerable to the effects of such hazardous events. On the other hand, they have the most to gain if they can reduce the impact of disasters on their community. This concept gave rise to the idea of community-based disaster management where communities are put at the forefront. Through the CBDM, the people's capacity to respond to emergencies is increased by providing them with more access and control over resources and basic social services. Using a community based approach to managing disasters certainly has its advantages. Through CBDM, it is hoped that communities will be strengthened to enable them undertake any programmes of development including disaster preparedness and mitigation.

The CBDM approach provides opportunities for the local community to evaluate their own situation based on their own experiences initially. Under this approach, the local community not only becomes part of creating plans and decisions, but also becomes a major player in its implementation. Although the community is given greater roles in the decision-making and implementation processes, CBDM does not ignore the importance of scientific and objective risk assessment and planning. The CBDM approach acknowledges that as many stakeholders as needed should be involved in the process, with the end goal of achieving capacities and transferring of resources to the community level which would assume the biggest responsibility for disaster reduction.

C 1.5.2: Needs of the Special vulnerability Groups

Special needs of highly vulnerable groups including differently able persons, aged, children and women, will be taken care of, while addressing the preparedness and relief requirements of the disaster victims. A specific strategy for addressing the risk reduction needs of these vulnerable groups will be developed by every line department in the district. These include:

Disabled people

- Artificial limbs fitted to affected persons.
- Modern wheelchairs, supportive devices provided.

Children

- Orphaned children are fostered.
- Day centers set up
- Orphanages established.
- Child help lines established.

Paraplegics

- Pension scheme introduced for paraplegics.
- Physiotherapy under continuous supervision of doctors.

Aged people

- Aged persons given pensions.
- Old Age Homes established.

Women

- Pension sanctioned.
- Women's Livelihood Restoration Project started.
- Self-employment Schemes for Women.

C 1.5.3 Addressing climate induced anthropogenic issues

Climate change has resulted in the increase in frequency and intensity of many natural disasters and induced anthropogenic effects and hence priority will be given to promote understanding of climate change adaptation strategies, energy efficiency and natural conservation for the mitigation. Based on the available data and analytical research, list of climate induced anthropogenic events will be prepared, and the concerned issues will be addressed through adaptation strategies.

Hazard specific SOPs for designated Departments and Teams

Standard Operating Procedures

Standard Operating Procedures will be prepared with objective of making the concerned agencies / persons understand their duties and responsibilities regarding disaster management at all levels. All concerned departments, divisions and agencies shall prepare their own action plans in respect of their responsibilities. Emergency response teams will be kept ready by each department so that they can move to disaster site/affected area on short notice.

Standard Operating Procedures will be modified and improved upon in light of changing circumstances. The District Magistrate will encourage all the departments to suggest changes in these procedures with a view to enhance the effectiveness of the District Emergency Management Plan

The Standard operating procedure shall be followed during normal times (Non Disaster Stage), warning stage (Before Disaster Stage), disaster stage (During Disaster Stage) and post disaster stage (After Disaster Stage).

- **Non Disaster Stage– Mitigation:** To identify the existing and potential risks and to reduce potential casualties and damage from disasters.
- **Before Disaster Stage– Preparedness:** To build the capacities of local communities in order to safeguard their lives and assets by taking appropriate action in the face of any disaster and to ensure response agencies are able to reach out to potential damage zones in a prompt and coordinated manner.
- **During Disaster Stage-Response:** To attend the immediate need of the affected population in the minimum time possible.
- **After Disaster Stage- Recovery and Rehabilitation:** To build back better.

Department of Revenue and Relief

Non Disaster Time
<ul style="list-style-type: none">• To appoint a nodal officer in the DEOC.• Establish infrastructure for DEOC and maintain in state of readiness with all equipment in working order and all inventories updated.• Train personnel on operations of DEOC.• Ensure basic facilities for personnel who will work at district level for disaster response.• To coordinate the preparedness functions of all line departments.• Establish disaster management funding mechanisms to ensure adequate resources for preparedness work, and quick availability of resources for relief and rehabilitation when required.• Ensure that all the Gram Panchayats, urban bodies and blocks prepare their disaster management plan.• Coordinate with other state departments of state and centre for their disaster management plan at the district level and synchronise the same with the district disaster management plan.• Help District Administrators with additional resources for disaster preparedness, if necessary.• On annual basis report to the SEC of the preparedness activities.• To ensure that funds are being allocated under the District Disaster Mitigation Fund.• To ensure that structural and non-structural mitigation measures are taken by all its department offices.
Warning Time
<ul style="list-style-type: none">• Maintain contact with forecasting agencies and gather all possible information regarding the alert.• Ensure activation of District EOC in standby mode.• Instruct all ESFs remain in readiness for responding to the emergency.• Advise concerned District collectors to carry out evacuations where required, and to keep transport, relief and medical teams ready to move to the affected areas at a short notice.• Dispatch field assessment teams, if required.• Provide assessment report to the DDMA.
During Disaster
<ul style="list-style-type: none">• Activate DEOC in full form.• To coordinate and plan all activities with the ESFs.• Conduct Rapid Assessment and launch Quick Response.• Conduct survey in affected areas and assess requirements of relief.• Distribute emergency relief material to affected population.• Coordinate all activities involved with emergency provisions of temporary shelters, emergency mass feeding, and bulk distribution of coordinated relief supplies for victims of disasters.• Coordinate NGO, INGO and international agencies interventions/support.
After Disaster

- Organise initial and subsequent technical assessments of disaster affected areas and determine the extent of loss and damage and volume and nature of relief required.
- Keep the DDMA informed of the situation.
- Ensure supply of food, drinking water, medical supplies and other emergency items to the affected population.
- Visit and coordinate the implement of various rehabilitation programmes.
- Coordinate the activities of NGOs in relief and rehabilitation programmes.
- Allocate funds for the repair, reconstruction of damaged infrastructure after considering their overall loss and damage

Department of Home

Non Disaster Time
<ul style="list-style-type: none"> • Vulnerability map of the block / Tehsil • Resource Inventory, Capacity analysis. • List of cut off areas with safe route map for communication. • Formulation/ Updation of Disaster Plan for the District.
<ul style="list-style-type: none"> • Warning Time
<ul style="list-style-type: none"> • List of storage facilities, dealers of food. • Control room setup/assignment of control room duty. • Pre-positioning of staff for site operation centres. • Pre-arrangements to be made as per the demand of various departments.
<ul style="list-style-type: none"> • During Disaster
<ul style="list-style-type: none"> • Arrangement of alternative communication/generator sets etc. • Arrangement of vehicles/boats of for evacuation. • Dissemination of warning/coordination with District Control room. • Monitor the working of various departments and make frequent visits to disaster struck areas to cross-check.
<ul style="list-style-type: none"> • After Disaster
<ul style="list-style-type: none"> • Estimating the loss and damage and keep a record. • Share experiences with all the departments. • Continuous aid & proper arrangements till situation is under control. • Monitor that the Repair & Restoration work is in progress as planned. • Examine the performance reports of various departments. • Examine the reports in order to make amendments and prepare a better strategy by taking inputs from all departments.

Department of Health

<ul style="list-style-type: none"> ● Non Disaster Time
<ul style="list-style-type: none"> ● Check on the tasks done at Zila, Tehsil & Block level ● Demarcate areas prone to epidemics and other similar disasters. ● Coordination with private health organisations ● Demarcate areas where medical camps can be set. ● Take regular inputs from Swastha Kendras about any unwanted/hostile conditions in terms of endemic/epidemic diseases. ● Awareness among people about diseases & how can they be prevented from spreading. ● Generators to be made available in all major hospitals. ● Prepare a list of inventories required in case of disaster(vehicles/equipments/medicines)
<p>Warning Time</p>
<ul style="list-style-type: none"> ● Construction & repair of IEC inventory. ● ORS & other important medicines to be procured as requirement. ● Training of employees and people regarding the basic treatment in case of flood/loo/minor bruises etc. ● Procure necessary medicines for cases that are otherwise rare like snake bite, chlorine for cleaning water etc. ● Prepare mobile units for sensitive & prone to be hit areas. ● Identification of sites in probable disaster areas for site operation areas
<p>During Disaster</p>
<ul style="list-style-type: none"> ● Send task force with necessary medicines to affected areas. ● Procure required medical equipments & medicines in case they fall short of it. ● Strong emphasis to be given to sensitive areas. ● Ensure that appropriate no of Staff/Doctors are present at the affected areas. ● Ensure cleanliness at the medical camps. ● Frequent checks on the Staff/Doctors on duty. ● Postmortem of dead bodies.
<p>After Disaster</p>
<ul style="list-style-type: none"> ● Monitoring against spreading of diseases ● Continuous medical aid & proper arrangements till situation is under control ● Dead/Injured counselling ● Injured/handicapped to be treated and arrangement for healthy living facilities

- Provide healthy rehabilitation to disaster affected people.

Department of Transport

<p>Non Disaster Time</p> <ul style="list-style-type: none"> • Designate one Liaison Officer of the department as the Focal Point and inform all concerned. • Develop and implement disaster management plan for the department. • Carry out survey of condition of all highway systems at state and district level. • Identify and inventories transport vehicles available with the department and ensure that they are all in good working condition. • Identify and inventories transport vehicles available with the private operators in the district. • Allocate additional force to possible Disaster prone roads/routes identified • Ensure that the force so allocated are aware of the possible disaster prone spots on these routes along with the possible type of disaster which may happen, as in the case of Petrol and Diesel transport vehicles leading to and from the IOC depot. • Make departmental mitigation plan and ensure its implementation. • Enforce the speed limits in the government vehicles regulated by the department and organize departmental awareness programs for the same
<p>Warning Time</p> <ul style="list-style-type: none"> • Depute an officer at the DEOC. • Ensure availability of fuel, recovery vehicles and equipment. • Take steps for arrangement of vehicles for possible evacuation of people
<p>During Disaster</p> <ul style="list-style-type: none"> • Establish contact with the DEOC. • Take steps for transportation of relief personnel and material to affected areas. • Take steps for movement of affected population to safer areas. • Collate and disseminate information regarding operational and safe routes and alternate routes, fuel availability etc. to personnel operating in the field. • Launch recovery missions for stranded vehicles.
<p>After Disaster</p>

- Assess damage to transportation infrastructure.
- Take steps to ensure speedy repair and restoration of transport links.

Department of Public Works

Non Disaster Time

- Designate one Liaison Officer in the department as the Disaster Preparedness Focal Point. The Chief Executive Engineer will be the liaison.
- Take precautionary steps for the protection of government property against possible loss and damage during disaster.
- Formulate guidelines for safe construction of public works.
- Prepare list, with specifications and position, of heavy construction equipment within the district.
- Organize periodic training of engineers and other construction personnel on disaster resistant construction technologies.
- Inspect all roads, road bridges by a bridge engineer, including underwater inspection of foundations and piers. A full check should be made on all concrete and steel works.
- Inspect all buildings and structures of the state government (including hospital buildings) by a senior engineer and identify structures which are endangered by the impending disaster.
- Emergency tool kits should be assembled for each division, and should include:
- The designation of routes strategic to evacuation and relief should be identified and marked, in close coordination with police and district control room.
- Prepare mitigation plan for the department and enforce the same.
- Advise the district disaster management authority on structural mitigation measures for the district.
- Repair, Maintenance and retrofitting of public infrastructure.
- Identify / prioritize mitigation activities of lifeline buildings and critical infrastructure and coordinate with the DDMA for its implementation.
- Place danger sign boards in the areas highly prone to specific type of disasters, such as road accidents etc.

Warning Time

- Establish radio communications with DEOC.
- Depute one representative at the DEOC as per the directions from DDMA.
- Instruct all officials at construction sites to keep manpower and materials prepared for protection and repair of public works.
- Direct construction authorities and companies to preposition necessary workers and materials in or near areas likely to be

affected by disaster.

- Vehicles should be inspected, fuel tanks filled and batteries and electrical wiring covered as necessary.
- Extra transport vehicles should be dispatched from district headquarters and stationed at safe strategic spots along routes likely to be affected.
- Heavy equipments, such as front-end loaders, should be moved to areas likely to be damaged and secured in a safe place.
- Establish a priority listing of roads which will be opened first. Among the most important are the roads to hospitals and main trunk routes.
- Give priority attention to urgent repair works that need to be undertaken in disaster affected areas.
- Work under construction should be secured with ropes, sandbags, and covered with tarpaulins if necessary.
- Emergency inspection by mechanical engineer of all plant and equipment in the district workshops.

During Disaster

- Provide assistance to the damage assessment teams for survey of damage to buildings and infrastructure.
- Adequate road signs should be installed to guide and assist the drivers.
- Begin clearing roads. Assemble casual laborers to work with experienced staff and divide into work-gangs.
- Mobilize community assistance for road clearing by contacting community organizations and village disaster management committees.
- Undertake cleaning of ditches, grass cutting, burning or removal of debris, and the cutting of dangerous trees along the roadside in the affected area.
- Undertake construction of temporary roads to serve as access to temporary transit and relief camps, and medical facilities for disaster victims.
- As per the decisions of the District Emergency Operations Center undertake construction of temporary structures required, for organizing relief work and construction of relief camps, feeding centers, medical facilities, cattle camps and Incident Command Posts.
- If possible, a review of the extent of damage (by helicopter) should be arranged for the field Officer-in-Charge, in order to dispatch most efficiently road clearing crews, and determine the equipments needed.
- If people are evacuating an area, the evacuation routes should be checked and people assisted.
- Identify locations for setting up transit and relief camps, feeding centers and quantity of construction materials and inform DEOC accordingly.
- Take steps to clear debris and assist search and rescue teams.
- Provide sites for rehabilitation of affected population

After Disaster

- Carry out detailed technical assessment of damage to public works.

- Assist in construction of temporary shelters.
- Organize repairs of buildings damaged in the disaster
- Prepare detailed programs for rehabilitation of damaged public works.
- Arrange technical assistance and supervision for reconstruction works as per request.

Department of Irrigation and Water Resources

Non Disaster Time

- Communication establishment with District and Block/ Tehsil Control Rooms and departmental offices within the district.
- An officer to be appointed as nodal officer.
- Activation of flood monitoring mechanism
- Methods/communication arrangement of alerting officers on various sites established
- Check the preparation level of the department.
- Identify the areas that face the maximum flow of the major rivers and also make the locals aware about it.
- Identify the flood prone areas and demarcate them and also send a flood surveillance team to such areas.
- Mark the maximum safe level of water at all the embankments of rivers, reservoirs and dams.

Warning Time

- Mechanism evolved for forewarning settlements in the down stream/evacuation/coordination with other dam authority.
- Identification of materials required for response operations
- Repairs/ under construction activity are well secured
- Water level gauges marked
- Inlet and outlet to tanks are cleared
- Watch and ward of weak embankments & stock piling of repair materials at vulnerable points
- Guarding of weak embankments
- All staff informed about the disasters, likely damages and effects.
- Procure necessary inventory for flood situations and keep it properly maintained.
- Inventories for the case of breakage of dam/embankments like sand sacks, rocks, etc need to be brought and checked well in advance.

During Disaster

- Surveillance of flood hit/susceptible areas.
- Make announcements about the coming flood.
- Usage of advanced technology like GPS to calculate damage and the areas where maximum damage would occur.
- Safety of equipments of the Irrigation department to be maintained.

<ul style="list-style-type: none"> • Survey of major dams, embankments, bridges, channels etc is done. • Emergency help services to areas where bank got broken.
After Disaster
<ul style="list-style-type: none"> • Estimating the loss and damage and keep a record. • Surveillance for protection of people. • Share experiences with the department. • Formulate a checklist and re-prepare an emergency plan. • Training of staff to minimize the loss of life/property.

Department of Agriculture

Non Disaster Time
<ul style="list-style-type: none"> • Designate a focal point for disaster management within the department. • Identify areas likely to be affected. • Arrange for keeping stock of seeds, fertilizers and pesticides. • A pests and disease monitoring system should be developed to ensure that a full picture of risks is maintained. • Historical data to be gathered on the drought prone areas.
Warning Time
<ul style="list-style-type: none"> • Provide timely warning to DEOC/DDMA about droughts. • Check available stocks of equipments and materials which are likely to be most needed after the disaster. • Stock agricultural equipments which may be required after a disaster • Determine what damage, pests or diseases may be expected, and what drugs and other insecticide items will be required, in addition to requirements of setting up extension teams for crop protection, and accordingly ensure that extra supplies and materials, be obtained quickly. • Provide information to all concerned, about disasters, likely damages to crops and plantations, and information about ways to protect the same. • All valuable equipments and instruments should be packed in protective coverings and stored in room the most damage-proof
During Disaster
<ul style="list-style-type: none"> • Depute one liaison officer to the DEOC. • Monitor damage to crops and identify steps for early recovery. • Estimate the requirement of Seeds

Fertilizers Pesticides, and Labour.
<ul style="list-style-type: none"> Organize transport, storage and distribution of the above with adequate record keeping procedures. Ensure that adequate conditions through cleaning operations are maintained to avoid water-logging in flooded areas.
After Disaster
<ul style="list-style-type: none"> Quantify the loss and damage within the quickest possible time and finalize planning of agriculture rehabilitation. Ensure availability of adequate supply of seeds, seedlings, fertilizers, pesticides and agricultural implements. Assist farmers to re-establish their contacts with agriculture produce market and ensure that appropriate prices be offered to them.

Department of Rural Water Supply & Sanitation

Non Disaster Time
<ul style="list-style-type: none"> Provide clean drinking water in all areas rural/urban. Regular cleaning of nalas and prevent them from choking. Facilitate proper drainage in all areas to prevent diseases.
Warning Time
<ul style="list-style-type: none"> Proper arrangement of water tankers in good condition. Arrange for generators in advance. Make necessary arrangements of chlorine tablets for disaster prone/expected areas. Repair the platforms of tube wells if required and any other necessary repairs if required to avoid damage.
During Disaster
<ul style="list-style-type: none"> Cleaning water sources and continuous monitoring. Supply of clean water at hospitals and medical camps. Provide water through water tankers wherever required. Provide emergency help to clean and start tube wells & other water sources. Repair of damaged water sources to be carried out. Aware people about how to keep the hand pumps free of microbial infections.
After Disaster
<ul style="list-style-type: none"> Reinforcement & reconstruction of damaged sources and to keep records. Share experiences with the department. Training of employees. Formulate a checklist and re-prepare an emergency plan.

Department of Veterinary

Non Disaster Time
<ul style="list-style-type: none"> • Communication establishment with district and Block / Tehsil control rooms and departmental offices within the division. • Listing of club houses, schools, community centers that can be used as shelter for animals.
Warning Time
<ul style="list-style-type: none"> • Collect information from different areas and to act accordingly (Assignment of duties). • Preparation of shelters in clubs, Schools, Halls etc, for animals and shifting them if necessary. • Tagging the animals to avoid mix up and chaos. • Getting proper stock of fodder for cattle.
During Disaster
<ul style="list-style-type: none"> • Veterinary Hospital & Veterinary Dispensary at every important place (thickly cattle populated areas) headed by the Veterinary Assistant/ Surgeon. • Regular collection of situation report of the risk and vulnerable areas from the officers assign for the purpose. • Replacement of affected cattle in the shelters/camps, collection of fecal waste and cleaning etc. • Feeding the animals.
After Disaster
<ul style="list-style-type: none"> • Veterinary First Aid centre/stockman sub-centre at most of the areas to me made and all the wings should be ready to combat the situation. • Getting the animals back to their owners and returning the stray ones to Nagar Maha Palika. • Cleaning of temporary shelters.

Department of Fire Service

<p>Non Disaster Time</p> <ul style="list-style-type: none"> • Strict enforcement of laws made for the security of Fire squad and proper proceedings to be done in case the law is violated. • Regular check of equipments and procuring new ones as and when necessary. • Demarcating Industries and areas susceptible to fire, events that are susceptible to fire etc. • Aware people about their safety how to mitigate fire & its effects. • Training of employees keeping their safety in mind. • The blueprint of any building/house should not be accepted without proper Fire Safety measures.
<p>Warning Time</p> <ul style="list-style-type: none"> • Train people how to mitigate fire in early stages and foremost how to avoid it. • Training of people on how to react in an emergency situation. • Train staff and Raj Mistri's about latest Fire Fighting techniques
<p>During Disaster</p> <ul style="list-style-type: none"> • Find a safe way to save people trapped in fire in a house/ building/ aero plane/ train/ industry/ boiler etc. • Get control over fire and minimize damage in case of an explosion. • Control the situation in case of gas leak or leakage of some dangerous chemical.
<p>After Disaster</p> <ul style="list-style-type: none"> • Help other departments in search & rescue and estimation of damage. • Share experiences with the department. • Training of employees about new disasters (related to fire) that can occur. • Formulate a checklist and re-prepare an emergency plan.

Department of Telecommunications

Non Disaster Time
<ul style="list-style-type: none"> • Communication establishment with District and Block /Tehsil Control Rooms and departmental offices within the division. • An officer to be appointed as nodal officer. • Continuous training of staff on the usage of new equipments that are procured.
Warning Time
<ul style="list-style-type: none"> • Prepare an inventory of resources that would be required and procure the material based on estimation. • Train staff on quick response to restore the Tele-connectivity of the district.
During Disaster
<ul style="list-style-type: none"> • Standby arrangements for temporary electric supply or generators. • Inspection and repair of poles etc. • Identification of materials required for response operations.
After Disaster
<ul style="list-style-type: none"> • Repair of damaged poles & lines etc as soon as possible to restore Tele-connectivity in the district. • Share experiences with the department. • Training of employees for better performance.

Home Guards

Non Disaster Time

- Get details of the staff with their address and phone numbers
- Arrange for details of fuel arrangement for ships-mechanized launches at the time of emergency.
- Do's and Don'ts to be observed during emergencies and details of priorities should be given to the staff.
- Set up for evacuation of people from affected area of the river side area.
- Details of buildings, vehicles and equipments and list of contractors with vehicles and equipments should be procured.
- Prepare map showing rivers and the important routes
- Maintain communication equipments, telephone line, telex lines, megaphone and amplifiers with statistical data.
- Make a list of details of important telephone numbers of water supplies, control room, hospitals, drainage system, railway stations, bus depots, strategically important places, Army Air force Navy camps and other sensitive places, major industrial units, and other communication channels which can be used during emergency.
- Ensure the arrangement for transportation & evacuation of people from the affected areas.
- Prepare the action plan regarding repairs and alternative ways in case of disruption of transportation.
- Prepare plan showing the alternative routes and arrangement for transportation of goods etc; during emergencies.
- Inspect the garages and control point etc; which are damage prone.
- Make due arrangement for materials to restore the facilities in case the movement of the materials and goods on the ports are damaged.
- Prepare an action plan to avail on temporary bases, the technical personnel from the nearby district which is not affected.
- Collect the details of swimmers in the district.
- Make arrangement for sufficient fuel during emergency.

Warning Time

- Maintain the equipments available such as cranes, diesel generator, earth mover machines, de-dusting pumps, cutters, tree cutters, ladders, ropes, flood lights, shovels, axes, hammers, RCC cutters, etc. which can be used during emergency and will ensure that those are in the working conditions.
- Take due care to see that the transportation at shelters and emergency hospital is not disrupted during calamities.
- Prepare a list of public properties related to transport department, which are in the damage prone area and will arrange in advance to minimize the damage.
- Specifically take action to ensure that the fishermen do not move out for fishing as well as sailing during the final warnings of flood, etc.
- Evacuate the fishermen to a safe place and if they deny, to get it done forcefully.
- Ensure that the warning signals are received in time and shown immediately to the people.

<p>During Disaster</p> <ul style="list-style-type: none">• Undertake the work of search and rescue and also the relief work• Set up a temporary special control room and information centre at the main bus station.• Immediately contact the district control room and will assist in the work• Ensure that the staff is on duty at the headquarters.• Assign the work to be done by the subordinate officers and staff regarding transportation under DDMP and to send them to their sites.• Ensure the availability of resources included in the DDMP and will make due arrangements to get those during emergency.• Consult the liaison officer to close the ports and sailing in the rivers, which is damage prone or dangerous for the safety of the people as well as the property.• Assist the administration to send the messages regarding warning to the remote area
<p>After Disaster</p> <ul style="list-style-type: none">• Follow the instructions of District Liaison Officer.• Carry out the duty assigned for search and rescue work.• Engage the resources and manpower available to manage the disaster.• Review the matters regarding closing of movement at the port for safety measures and will ensure that it is restarted very soon.• To contact the district control room if additional equipments, vehicles, manpower, technical personnel are necessary to restore the port related activities.• Prepare a primary survey report of damage and send it to the District Control Room and to the administrative head.• Collect the details of approach roads connecting the damaged area and get them repaired in co-ordination with the competent authority

Rural Development Department

<p>Non Disaster Time</p> <ul style="list-style-type: none"> • Designate one Liaison Officer in the department and the district as the Disaster Management Focal Point. • Develop a district disaster management plan for the department. • Prepare maps showing population concentration and distribution of resources. • Encourage disaster resistant technological practices in buildings and infrastructure. • Encourage the people in earthquake prone areas to adopt earthquake resistant technologies. • Report activities in periodic meetings of the district disaster management advisory committee and to DDMA. • In coordination with PWD conduct regular training to the engineers of the department. • Appoint one officer as focal point for mitigation activities • On the basis of its developmental responsibility, liaise with other line departments and agencies for a coordinated mitigation approach. • In coordination with the DDMA, conduct building assessments, identification of structural and non structural mitigation activities. • Organize awareness programmes for BDO's, Panchayat secretaries and Gram Pradhans on structural and no-structural mitigation activities.
<p>Warning Time</p> <ul style="list-style-type: none"> • Focal Point in department to keep in touch with the DEOC. • Alert all concerned about impending disaster. • Ensure safety of establishments, structures and equipment in the field • Ensure formation of committee for rescue, relief and rehabilitation work and local volunteer teams.
<p>During Disaster</p> <ul style="list-style-type: none"> • Ensure information flow from affected Gram Panchayats and maintain regular contact with DEOC (24 hrs). • Support revenue department in establishing ICP's in the affected areas • Ensure availability of drinking water at times of need. • Provide necessary infrastructure to carry out relief works • Assess initial damage
<p>After Disaster</p> <ul style="list-style-type: none"> • Quantify the loss/damage • Organize reconstruction of damaged houses on self help basis with local assets and materials received from the government. • Take up repair/reconstruction work of infrastructure damaged by disaster

Panchayat Raj

Non Disaster Time
<ul style="list-style-type: none"> • Develop a disaster management plan for the department at district level & update it annually. • Analyze the training needs of the department's personnel, which include its officials and elected representatives of Gram Panchayat, Panchayat samiti's and Zila Panchayat and organize trainings with the help of HIDM or other agencies. • Conduct gram Panchayat level mock drills as part of preparedness.
Warning Time
<ul style="list-style-type: none"> • Prepare & implement department's mitigation plan • Ensure that all the development schemes of the department have a mitigation component as an integral part
During Disaster
<ul style="list-style-type: none"> • Coordinate with local authorities and support the response efforts. • Coordinate the support from unaffected gram Panchayats.
After Disaster
<ul style="list-style-type: none"> • Ensure proper distribution of reconstruction schemes and monitoring of the same during Block development committee and Zila Parishad meetings

Forest Department

Non Disaster Time
<ul style="list-style-type: none"> • Prepare a department disaster management plan for the district. • Depute one liaison officer for disaster management. • Forest Fire prone areas should be identified and extra vigilance be ensured in such cases. • Depute one liaison officer within the department, who will be in contact with the SEOC during disasters. • Every year pre-fire season meetings should be organized to take the stock of the preparedness at Range level • Prepare & maintain forest lines • Organize community awareness programs • Train the Gram Panchayat disaster management committees in forest fire prevention, protection and control, especially in those gram Panchayat which are located at the fringes of forest areas. • Prepare mitigation plan for the department buildings and infrastructure.
Warning Time
<ul style="list-style-type: none"> • A rapid response team will be established at division/sub-division/range level, which will have all tools and equipments

<p>readily available.</p> <ul style="list-style-type: none"> • Information regarding issue alerts to nearby population
<p>During Disaster</p> <ul style="list-style-type: none"> • Respond within the department as per the department disaster management plan • The liaison officer will coordinate with DEOC for information exchange & also for requirements of resources to & from DEOC
<p>After Disaster</p> <ul style="list-style-type: none"> • Damage assessment and sharing of reports with DEOC

Department of Food & Civil Supplies

<p>Non Disaster Time</p> <ul style="list-style-type: none"> • Make go downs in disaster prone areas in advance. • Collect necessary resources keeping the type and intensity of disasters that have previously occurred or are expected to occur. • Make proper arrangements so that the stock in the go downs does not rot/spoils.
<p>Warning Time</p> <ul style="list-style-type: none"> • Make necessary arrangements according to the expected requirements and procure the material which the department is short off. • Form teams and train them on how to ration resources.
<p>During Disaster</p> <ul style="list-style-type: none"> • Proper keeping of resources. • Arrangements made for the distribution like vehicles through help from DDMA or other departments. • Make an inventory according to the prevailing needs and the estimated time and hence procure the needful.
<p>After Disaster</p> <ul style="list-style-type: none"> • Use the equipments/resources from time to time so that they remain in working condition. • Strict monitoring to keep a check on unauthorized using of resources and legal proceedings to be carried out if required.

Electricity Department

<p>Non Disaster Time</p> <ul style="list-style-type: none"> • Prepare and manage inventory for emergency operations. • Training of electricity department workers and make sure that proper norms are being followed at the time of installation

<p>of various electric units/instruments.</p> <ul style="list-style-type: none"> • Make various applicable and implementable schemes regarding the setup and examination of electrical units/instruments. • Make people aware so as to minimize the damage to life/limb caused due to electricity.
<p>Warning Time</p>
<ul style="list-style-type: none"> • Make provisions for providing electricity to rehabilitation centers in disaster hit areas & to cut off electric supply from risky areas in case of emergency. • Follow proper regulations monitor continuously so that in case of wire breakage the current does not spreads. • Make proper arrangements and follow stringent norms such that in case of a natural calamity, (like earthquake, flood, cyclone etc) the high tension line does not get damaged.
<p>During Disaster – Response</p>
<ul style="list-style-type: none"> • Cut off electricity immediately after receiving information about any disaster so as to minimize the damage caused. • Survey the spot and estimate (also help in estimation) the damage caused. • Be ready to provide electricity in areas where it is needed and can be provided safely. • Make a plan about how to re supply electricity to important areas, site operation centers, Industries, etc. • Examine and repair major poles, transformers & wires necessary for getting electricity supply back to areas needed. • Minimize the damage caused to life by demarcating dangerous areas and cutting electricity in time. • Restore the electricity facility in affected areas.
<p>After Disaster – Recovery and Rehabilitation</p>
<ul style="list-style-type: none"> • Repair of damaged poles, transformers and conductors etc as soon as possible to restore electricity in the district. • Surveillance for protection of people. • Share experiences with the department. • Formulate a checklist and re-prepare an emergency plan.

Department of Education

<p>Non Disaster Time – Preparedness</p>
<ul style="list-style-type: none"> • Identify one Liaison Officer in the department at district level as Disaster Management Focal Point. • Develop district level disaster management plan for the department • In consultation with DDMA, state education directorate and state education board include disaster related subjects in the curricula in schools, and colleges. • Arrange for training of teachers and students on Dm and school safety activities. • Ensure that all schools and colleges develop their disaster management plans.

<ul style="list-style-type: none"> • Ensure that construction of all educational institutions in earthquake zones is earthquake resistant. • Conduct regular mock drills in the educational institutes
Non Disaster Time –Mitigation
<ul style="list-style-type: none"> • Identify structural and non structural mitigation measures and get them implemented. • In coordination with the SSA &/or Public works department assess schools and colleges buildings conditions and place the proposal of retrofitting of the structurally unsafe buildings with the state education department and/or DDMA. • Make departmental mitigation plan and ensure its implementation. • Ensure that earthquake resistant features are included in new school buildings.
During Disaster – Response
<ul style="list-style-type: none"> • In the event of disaster, place required number of education institutions and their buildings, under the DEOC for use as emergency shelter and relief centre, if necessary. • Students and staff trained as task forces as part of the school disaster management planning’s can provide local voluntary assistance for distribution of relief material and assistance to special needy people in the locality.
After Disaster – Recovery and Rehabilitation
<ul style="list-style-type: none"> • Determine the extent of loss in educational institutions and submit the report to DDMA and state education department.

Department of Industrial Health and Safety

Non Disaster Time –
<ul style="list-style-type: none"> • Designate one Liaison Officer in the Department as the Disaster Management Focal Point at district level. • Ensure all possible steps for the security of manpower, implements, stock, installations/factories etc. • Prepare listing and locations of industries and establishments for possible sourcing of relief material during disasters in the district. • Ensure training on preparedness programmes to be adopted at different levels for all manpower employed in factories and establishments in disaster vulnerable areas. • Issue disaster management guidelines to all the industries and ensure on-site and off-site plans for all industries. • Prepare and disseminate guidelines for the labor security and safety. • Prepare and implement rules and regulations for industrial safety and hazardous waste management. • Support the State Pollution Control Board to enforce the law for preventing environmental disaster in chemical industry or industries emitting toxic gases and effluents. • Issue detailed instructions to the employees about their duties and responsibilities in precautionary, disaster and post-disaster stages of normal disaster.

<ul style="list-style-type: none"> • Prepare and disseminate public awareness material related to chemical accidents. • Prepare & implement department's mitigation plan for the district
During Disaster
<ul style="list-style-type: none"> • Evacuation of the workers from the Industrial area vicinity • Request industries to provide emergency relief material such as food products, temporary shelter, medicines and medical equipment and search & rescue equipment. • During any industrial disaster, respond as per the disaster management plan of the respective industry or as per the guidelines for the specific hazard involved in the event.
After Disaster
<ul style="list-style-type: none"> • Take steps to plan for rehabilitation of industries adversely affected by disasters.

Department of Urban Development

Non Disaster Time
<ul style="list-style-type: none"> • Designate one Liaison Officer in the department at district level as the Disaster management Focal Point. • Develop a disaster management plan for the department, including the identification of location of camps for different type of disasters, existing locations that can be used as shelters, inventories of agencies that can be used for tent establishment. • To conduct regular training the staff on minimum standards for shelter, relief camps and tent structures. • Prepare department's disaster management plan. • Develop alternative arrangements for population living in structures that might be affected after the disaster.
Mitigation
<ul style="list-style-type: none"> • Designate one Liaison Officer in the department as focal point for the mitigation activities. • Coordinate with the DDMA for implementation of mitigation activities in the urban areas. • Prepare & implement department's mitigation plan
Alert and Warning Stage
<ul style="list-style-type: none"> • In case of damage to offices, assist local authorities to establish and house important telecom equipment and officials at the earliest • Setting up water point in key locations and in relief camps

<p>Response</p> <ul style="list-style-type: none"> • Quick assessment of damaged areas and areas that can be used for relief camps for the displaced population • Locate adequate relief camps based on survey of damage • Clear areas for setting up relief camps • Locate relief camps close to open traffic and transport links • Set up relief camps and tents using innovative methods that save time • Provide adequate and appropriate shelter to the entire population • Coordinate with other ESFs in equipping shelter and relief sites with basic needs of communication and sanitation. • Maintaining and providing clean water • Procurement of clean drinking water. • Coordinate with DEOC & ICP's for proper disposal of dead bodies in the urban areas.
<p>Recovery and rehabilitation</p> <ul style="list-style-type: none"> • Implement recovery & rehabilitation schemes through municipalities for urban areas.

Indian Red Cross and NGOs

<p>Non Disaster Time</p> <ul style="list-style-type: none"> • Take steps for preparing community based disaster management plans with facilitation from DDMA. • Identify volunteers in disaster prone areas and arrange for their training. • Awareness raising programs, seminars and meetings with the people for improving their capacity to face disasters. • Maintain contacts with District Administrators on its activities. • Ensure road communication and pre-positioning of relief material as close as possible to disaster prone communities.
<p>Alert and Warning Stage</p> <ul style="list-style-type: none"> • Issue warning notice to all concerned including the preparedness programs Designate a liaison officer for maintaining link with the DEOC of the District. • Keep the survey and relief team of head quarters on stand-by in readiness with required transport and equipment. • Mobilise volunteers and issue instructions for sending them to potential disaster affected areas. • Take part in evacuation programme of population with close cooperation of volunteers • Coordinate with pre identified NGOs for possible joint operations.
<p>During Disaster :</p>

- Ensure survey of loss and damage in affected areas and dispatch of relief teams from concerned Red Crescent Society Units.
- Assist the Province Government to determine loss, damage and needs related information.
- Give emergency assistance to disaster affected people especially in the following cases:
- Help in rescue and evacuation work, temporary shelter, first aid, food and clothing,
- Arrange for distribution of relief material received from Red Crescent Unit of areas not affected by disaster and from headquarters.
- Send request for requirement of relief and rehabilitation to the International Federation of Red Cross and Crescent Societies (IFRC) after informing about loss and damage due to disaster.

After Disaster

- Participate in reconstruction and rehabilitation programmes in special circumstances.
- Take steps for correct and effective evaluation of preparedness work and for correcting errors/weakness in such work.
- Extend Cooperation to the district EOC for disaster documentation.

C 3 Financial Provisions for Disaster Management

No Disaster Management Planning is in the district. There is fund of 15,00,000 allotted for loss due to rain, snakebite and hailstorm

This section will focus on the financial provisions and allocations made at district level in preparing and executing the disaster management plan. All relevant Government Orders (GOs) issued from time to time, contributing to the same, will find a reference here.

C 3.1 District Disaster Response Fund will basically cover the disaster response, relief, and rehabilitation part.

C 3.2 District Disaster Mitigation Fund will basically cover the disaster mitigation and preparedness activities

The State Disaster Response Fund (SDRF) and Chief Minister's Relief Funds are also available to meet any emergency requirement, at the district level.

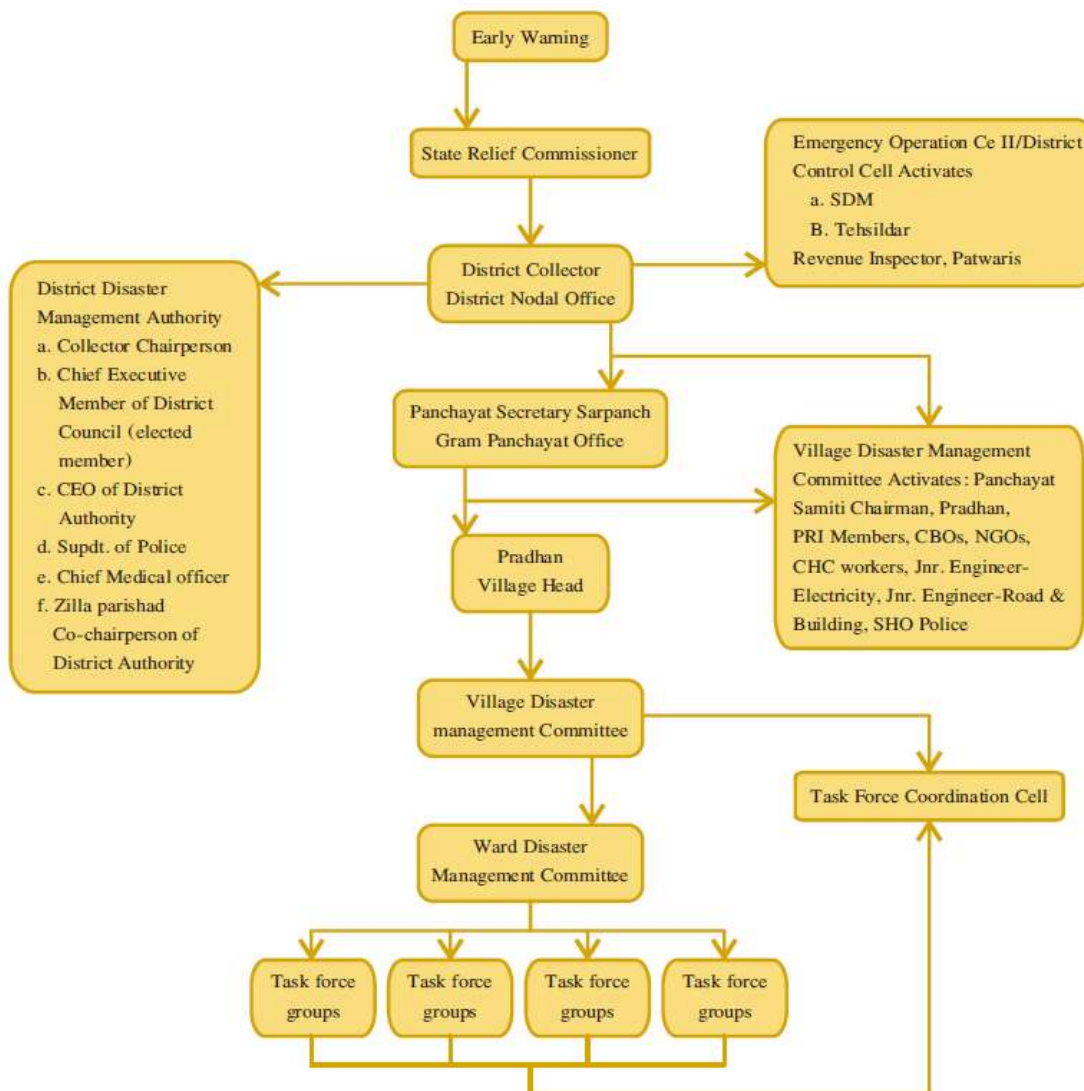
For each specific short term and long term activity, the budget requirement must be estimated. If the budget is estimated in advance, it is easier to plan the development activities by the local authorities. There is no specific fund currently available for this in Bhind district.

Pl check with DC office, Revenue Deptt for more details.

C 4 Coordination mechanisms with other stakeholders

C 4.1 Mapping of stakeholders in the District

The mapping exercise will be carried out in detail, at the district level, including the following stakeholders:



Note: List of all stakeholders addressed in C 4.1 has to be checked with DC office/ DDMA/ DDMC.

C 4.1.1 Private and Public Sectors:

Many private and public sector units have equipments and skilled human resource, which could be used during response and recovery phase. A list of the major public and private sector units with facilities available with them is very useful during emergencies, which will be provided here in this section. Further, there are many private vendors within district, who can readily supply different relief materials within short notice. All those information will also be covered here in this section.

Decision to form task force having different roles to play in the process of building resilient communities such as Disaster management team, early warning team, Search and Rescue Team, Medical and First Aid team, Shelter management team and Damage Assessment team are still in the process. Both of these sectors can contribute by aiding to the administration in traffic management, crowd control and other crucial activities.

C 4.1.2 Non Governmental Organizations and Community Based Organisations:

Local NGOs and CBOs, due to their proximity to community, can act as a vital link between government and community particularly during emergencies. The Role of NGOs and CBOs in disaster management will be elaborated stage wise (preparedness, response and recovery) in this section.

Community awareness of disaster mitigation measures is another role the NGOs are particularly suited for. The experience of Mumbai has demonstrated that in a disaster affecting several areas of the district, it is necessary to have a coordinating mechanism among NGOs and the government.

C 4.1.3 Religious Institutions:

There are number of religious institutions with infrastructural facilities and committed work force. These facilities can be used as shelters during disasters and the work force could be used as volunteers during response and recovery activities.

Religion can have a positive impact on attitudes, but can also divide the community and create conflict. Details of all these institutions and allied information will be provided here.

C 4.1.4 Academic Institutions:

Academic institutions within the district and also outside the district could help with subject specific expertise for disaster management planning. This section will document all those relevant information which will be used as reference in future.

C 4.1.5 International Humanitarian Organizations:

There are many international humanitarian organizations that support government agencies worldwide during emergencies. These agencies as per their mandates support during the different phases of the disaster management cycle.

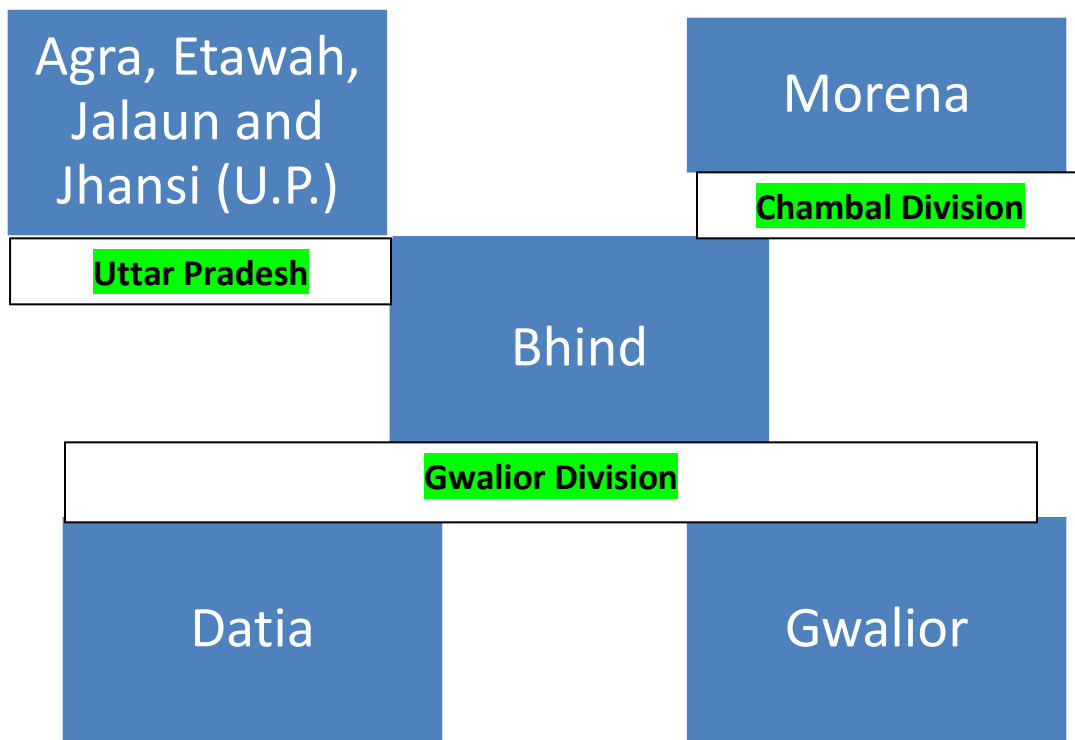
C 4.2 Responsibilities of the stakeholders

The responsibilities of all the key stakeholders will be defined in detail, under this section.

C 5 Inter- District Coordination Mechanisms – [Standard Operating Procedures / Protocols]

During emergencies district may require support from other adjoining districts, which are not affected by disasters. Committees of similar nature like DDMC will be established at the division and district level under the chairmanship of the divisional Commissioner and the district Collector respectively. All division level, or district level departmental officers, as the case may be, will be the member of this committee. These Committees will be responsible for the preparation of district and division level plan for prevention, mitigation and management of disaster with clearly laid down strategies for each disaster. The basic plan shall be prepared for each district with the division providing support and input where inter district coordination and action is called for. Commissioners will have the authority to attach officers from districts, for this purpose.

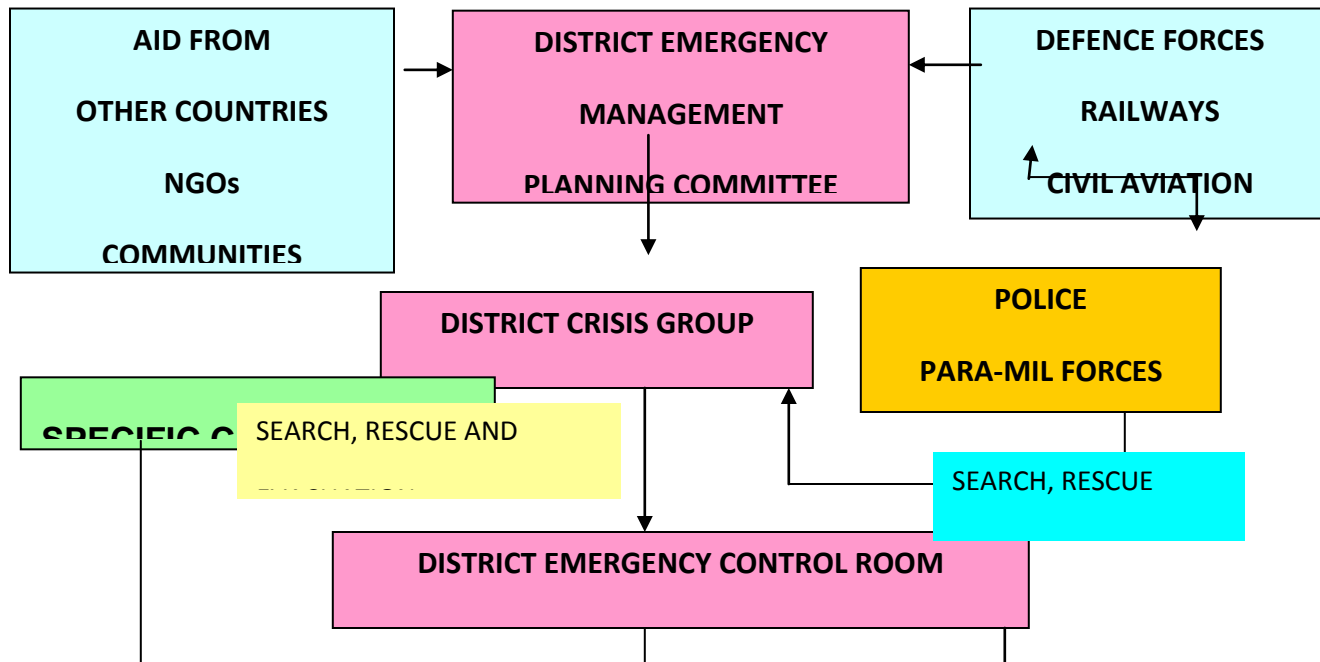
The Commissioner shall be the nodal agency for prevention, mitigation and management of disasters at the divisional level since action may be needed in more than one district. All officers of the State government departments, including the police, the home guard and the forest, shall work under his control, supervision and direction, during the period of a disaster so declared by the State government. Similarly, the activities of non-governmental or quasi-governmental agencies at the division level will be coordinated by him. At the division level, the Range IG/SAF DIG will be nominated as Deputy Chairman of the committees since forces are needed for search and rescue operations. Representatives of Army, Para-military forces, Railways, Telecom will be coopted in these committees. The Commissioners will start search, rescue and relief works immediately, without waiting for orders from the state government.

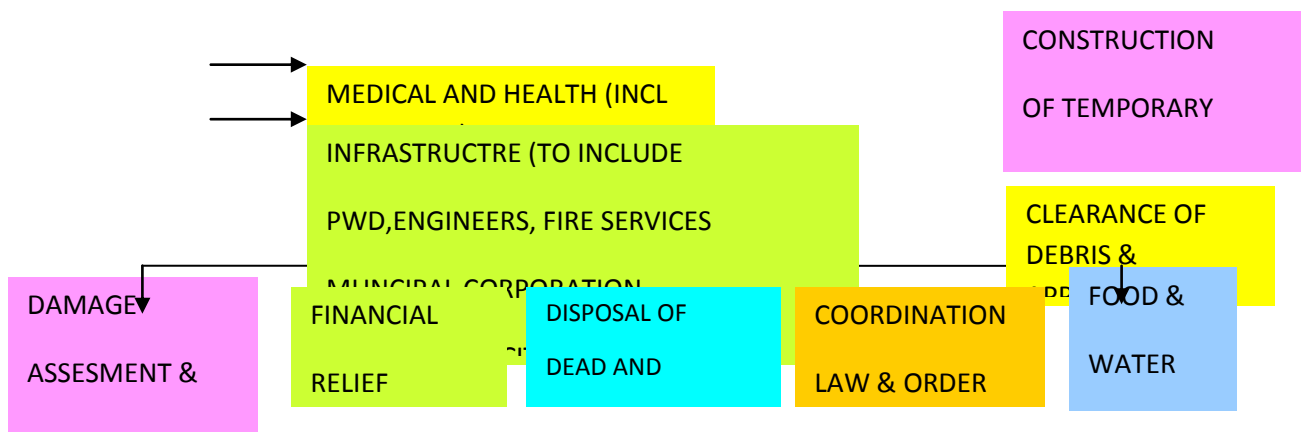


C 6 Intra- District Coordination Mechanisms – [with Block Headquarters]

At district level, Collector acts as the focal point for all types of disaster response and recovery activities. At the district level, as there is no formal committee for ensuring a coordinated response, the Collector is responsible to ensure smooth functioning of a non-formal team of officials from different State government agencies. The power of sanction of relief is vested with officials of Revenue Department at different levels, depending upon the operational needs. The Collector is able to ensure participation of different State Government agencies in the response and recovery activities and provides the necessary financial support and sanctions from the funds available with him for relief and for rural development works. He also manages to get the support, both managerial and material, from the NGOs.

SUGGESTED ORGANISATIONAL STRUCTURE AT DISTRICT LEVEL





C 7 Dissemination of DM Plan

After the approval of plan by SDMA, the concerned DDMA will be responsible for dissemination of the plan. The district disaster management plan must be disseminated at three levels;

- National disaster Management Authority (NDMA), multilateral agencies (aid agencies), SDMA/SEC, state line departments and defense services.
- To the district authorities, government departments, NGOs and other agencies and institutions within the district
- Through mass media to the general public.

This section will explain in detail, about the means of dissemination of district disaster management plan at the different levels.

C 7.1 Plan Evaluation

The purpose of monitoring & evaluation of DDMP is to determine the adequacy of resources, co-ordination between various agencies, community participation, partnership with NGOs and other entities, Post-disaster evaluation mechanism, Periodic uploading of plans at India Disaster Knowledge Network (IDKN) and resources on India Disaster Resource Network (IDRN), Conducting periodic mock drills, Checking whether all the personnel involved in execution of DDMP are trained and updated on the latest skills necessary in line with updated plans.

C 7.2 Plan Update

The frequency of updating the plan (DDMP) will be mentioned (it should be every year, as per DM Act). Apart from it, the plan will be updated when shortcomings are observed in Organizational structures; Technological changes, Response mechanism following reports on drills or periodic exercises, and specific assignments of state agencies.

Kindly verify the facts with DDMA about the DM Plan evaluation and update of the same.

C 8 Annexure

Linkage of Annexure with chapters to be mentioned in the respective chapters / sections as well.

The following Annexure must be included along with the plan. Additional Annexure can also be attached according to the specific Need.

C 8.1 District profile

Latest data on the geography, demography, agriculture, climate and weather, roads, railways etc that describes the district will be provided. However, adequate care will be taken to summarize the data so as to not make the plan document bulky.

C 8.2 Resources

- Hazard specific infrastructure and manpower will be covered here
- Usage of IDRN, IDKN, etc (updating them, latest update available etc)

C 8.3 Media and information management

A List of location based key news channels, journalists, cable network operators will be available along with contact details.

C 8.4 Important Contact numbers

Flood Control Team:

Sr. No.	Name of the Officer	Designation	Mobile Number
1	Mr. Akhislesh Srivastava	District Magistrate	9425925852
2	Mr. Aakash Jindal	S.P.	9425916800
3	Mr. Shivpal Singh	Upper Collector	9425084964
4	Mr. Prabhat Ranjan Upadhyay	Deputy Collector and Incharge Officer Flood Control	9407847921
5	Mr. P L Koge	Homeguard Commandant	9713797148
6	Mr. M K Mathur	District Revenue Officer	9826511665
7	Mr. A K Chadil	Deputy Collector Bhind	9425126760
8	Mr. O P Korku	Sub-divisional Officer Revenue Ater	9926262682
9	Mr. J P Sayyam	Sub-divisional Officer Revenue Mehgaon	9425888964
10	Mr. S L Soni	Sub-divisional Officer Revenue Gohad	9425191028
11	Mr. Rinkesh Vaishya	Sub-divisional Officer Revenue Lahar	9713389210
12	Mr. R N Mishr	S L R Bhind	9826298600
13	Mr. K R Neeraj	Tehsildaar Bhind	9893074127
14	Mr. Shankarlal Dohare	Tehsildaar Ater	9425693497

15	Mr. S K Garg	Tehsildaar Mehgaon	9893329857
16	Neena Gaur	Tehsildaar Gohad	9425700411
17	Mr. R L Verma	Tehsildaar Lahar	9981195325
18	Mr. Santosh Tiwari	Tehsildaar Mihonaa	9926889334
19	Mr. R N Nikhara	District Education Officer Bhind	9425618273
20	Mr. R C Gupta	CMO	9425130631
21	Mr. S S Pagare	District Food & Supply Officer Bhind	9993362734
22	Mr. Keert Kumar Gupta	Labour Officer	9425448311
23	Mr. M C Sharma	Comissionor Nagar Palika Officer Bhind	9009173522
24	Mr. R C Dohare	Assitant Statistic Officer Bhind	9907059746
25	Mr. R P Sharma	Pracharya Diet Bhind	9826508284
26	Mr. B K Tripathi	Prabhandak Udyog Vibhag	9425727192
27	Mr. Jitendra Singh Rawat	Pradhanmantri Sadak Yojna	9713257950
28	Mr. I S Negi	P.O. DUDA	9993461332
29	Mr. S P Sharma	CEO Pratinidhi Janpanchayat Gohad	9926251858
30	Mr. Kayam Singh	ADO Bhind	9713354165
31	Mr. L N Goyal	Mining Officer	9425460608

District BHIND Information

Name	Present Posting	Phone (Off)
AKASH JINDAL	SP	07534-234300

Police Station

S.No.	Name of the Police Station	Office Phone
1	Alampur	07529-276261
2	Amayan	07539-289251
3	Aswar	07529-281225
4	Ater	07534-282222
5	Barason	07534-260784
6	Barohi	07534-260332
7	Bharoli	07534-260785
8	Bhind AJK	07534-244993
9	Daboh	07529-283328
10	Endori	07539-280748

11	Gohad	07539-222040
12	Gohad Chauraha	07539-222344
13	Gormi	07527-286532
14	Kotwali Bhind	07534-244513
15	Lahar	07529-252023
16	Machhand	07534-288421
17	Malanpur	07539-283061
18	Mehagaon	07527-255222
19	Mihona	07529-250251
20	Mow	07539-285266
21	Nayagaon Bhind	07534-281610
22	Pavai	
23	Phooph	07534-257222
24	Rawatpura Sarkar	
25	Ron	07529-285542
26	Rural Kotwali	07534-242212
27	Surpura	07534-287422
28	Umri	07534-287722

Outposts

S.No.	Name of the Outposts	Phone
1	Adokhar	
2	Ajnar	
3	Akoda	
4	Badkui	
5	Bilao	
6	Indurkhi	
7	Jhankeri	
8	Kosad	
9	Lahar BS	
10	Rahawali	
11	Rampur	
12	Rathiankapura	
13	Ratwa	
14	Suhas	

Latest important contact numbers of District and Block level key officials AND agencies including EOC, DMTs, DDMOs (District Disaster Management Officers), DDMC members, DC Office, Revenue & Relief deptt, fire, irrigation and flood control, police, and other nodal authorities/ persons will be provided.

C 8.5 Do's and don'ts of all possible hazards

Do's and Don'ts

EARTHQUAKES

What to Do Before an Earthquake

- Repair deep plaster cracks in ceilings and foundations. Get expert advice if there are signs of structural defects.
- Anchor overhead lighting fixtures to the ceiling.
- Follow BIS codes relevant to your area for building standards
- Fasten shelves securely to walls.
- Place large or heavy objects on lower shelves.
- Store breakable items such as bottled foods, glass, and china in low, closed cabinets with latches.
- Hang heavy items such as pictures and mirrors away from beds, settees, and anywhere people sit.
- Brace overhead light and fan fixtures.
- Repair defective electrical wiring and leaky gas connections. These are potential fire risks.
- Secure a water heater, LPG cylinder etc., by strapping it to the wall studs and bolting it to the floor.
- Store weed killers, pesticides, and flammable products securely in closed cabinets with latches and on bottom shelves.
- Identify safe places indoors and outdoors.
 1. Under strong dining table, bed
 2. Against an inside wall
 3. Away from where glass could shatter around windows, mirrors, pictures, or where heavy bookcases or other heavy furniture could fall over
 4. In the open, away from buildings, trees, telephone and electrical lines, flyovers, bridges
- Educate yourself and family members
- Know emergency telephone numbers (doctor, hospital, police, etc)

Have a disaster emergency kit ready

- Battery operated torch
- Extra batteries
- Battery operated radio
- First aid kit and manual
- Emergency food (dry items) and water (packed and sealed)
- Candles and matches in a waterproof container
- Knife
- Chlorine tablets or powdered water purifiers
- Can opener.
- Essential medicines
- Cash and credit cards
- Thick ropes and cords
- Sturdy shoes

Develop an emergency communication plan

1. In case family members are separated from one another during an earthquake (a real possibility during the day when adults are at work and children are at school), develop a plan for reuniting after the disaster.
2. Ask an out-of-state relative or friend to serve as the 'family contact' After a disaster, it's often easier to call long distance. Make sure everyone in the family knows the name, address, and phone number of the contact person.

Help your community get ready

1. Publish a special section in your local newspaper with emergency information on earthquakes. Localize the information by printing the phone numbers of local emergency services offices and hospitals.
2. Conduct a week-long series on locating hazards in the home.
3. Work with local emergency services and officials to prepare special reports for people with mobility impairments on what to do during an earthquake.
4. Provide tips on conducting earthquake drills in the home.
5. Interview representatives of the gas, electric, and water companies about shutting off utilities.

Work together in your community to apply your knowledge to building codes, retrofitting programmes, hazard hunts, and neighborhood and family emergency plans.

What to Do during an Earthquake

- Stay as safe as possible during an earthquake. Be aware that some earthquakes are actually foreshocks and a larger earthquake might occur. Minimize your movements to a few steps to a nearby safe place and stay indoors until the shaking has stopped and you are sure exiting is safe.

If indoors

- DROP to the ground; take COVER by getting under a sturdy table or other piece of furniture; and HOLD ON until the shaking stops. If there isn't a table or desk near you, cover your face and head with your arms and crouch in an inside corner of the building.
- Protect yourself by staying under the lintel of an inner door, in the corner of a room, under a table or even under a bed.
- Stay away from glass, windows, outside doors and walls, and anything that could fall, such as lighting fixtures or furniture.
- Stay in bed if you are there when the earthquake strikes. Hold on and protect your head with a pillow, unless you are under a heavy light fixture that could fall. In that case, move to the nearest safe place.
- Use a doorway for shelter only if it is in close proximity to you and if you know it is a strongly supported, loadbearing doorway.
- Stay inside until the shaking stops and it is safe to go outside. Research has shown that most injuries occur when people inside buildings attempt to move to a different location inside the building or try to leave.
- Be aware that the electricity may go out or the sprinkler systems or fire alarms may turn on.
- DO NOT use the elevators.

If outdoors

- Stay there.
- Move away from buildings, trees, streetlights, and utility wires.
- Once in the open, stay there until the shaking stops. The greatest danger exists directly outside buildings, at exits, and alongside exterior walls. Most earthquake-related casualties result from collapsing walls, flying glass, and falling objects.

If in a moving vehicle

- Stop as quickly as safety permits and stay in the vehicle. Avoid stopping near or under buildings, trees, overpasses, and utility wires.
- Proceed cautiously once the earthquake has stopped. Avoid roads, bridges, or ramps that might have been damaged by the earthquake.

If trapped under debris

- Do not light a match.
- Do not move about or kick up dust.
- Cover your mouth with a handkerchief or clothing.
- Tap on a pipe or wall so rescuers can locate you. Use a whistle if one is available. Shout only as a last resort. Shouting can cause you to inhale dangerous amounts of dust.

After an earthquake

- Keep calm, switch on the radio/TV and obey any instructions you hear on it.
- Keep away from beaches and low banks of rivers. Huge waves may sweep in.
- Expect aftershocks. Be prepared.
- Turn off the water, gas and electricity.
- Do not smoke and do not light matches or use a cigarette lighter. Do not turn on switches. There may be gas leaks or short-circuits.
- Use a torch.
- If there is a fire, try to put it out. If you cannot, call the fire brigade.
- If people are seriously injured, do not move them unless they are in danger.
- Immediately clean up any inflammable products that may have spilled (alcohol, paint, etc).
- If you know that people have been buried, tell the rescue teams. Do not rush and do not worsen the situation of injured persons or your own situation.
- Avoid places where there are loose electric wires and do not touch any metal object in contact with them.
- Do not drink water from open containers without having examined it and filtered it through a sieve, a filter or an ordinary clean cloth.
- If your home is badly damaged, you will have to leave it. Collect water containers, food, and ordinary and special medicines (for persons with heart complaints, diabetes, etc.)
- Do not re-enter badly damaged buildings and do not go near damaged structures.

Flood

Before a Flood to prepare for a flood, you should:

- Avoid building in a flood prone area unless you elevate and reinforce your home.
- Elevate the furnace, water heater, and electric panel if susceptible to flooding.
- Install "check valves" in sewer traps to prevent floodwater from backing up into the drains of your home.
- Contact community officials to find out if they are planning to construct barriers (levees, beams, floodwalls) to stop floodwater from entering the homes in your area.
- Seal the walls in your basement with waterproofing compounds to avoid seepage.

During a Flood If a flood is likely in your area, you should:

- Listen to the radio or television for information.
- Be aware that flash flooding can occur. If there is any possibility of a flash flood, move immediately to higher ground. Do not wait for instructions to move.

- Be aware of streams, drainage channels, canyons, and other areas known to flood suddenly. Flash floods can occur in these areas with or without such typical warnings as rain clouds or heavy rain.

If you must prepare to evacuate, you should do the following:

- Secure your home. If you have time, bring in outdoor furniture. Move essential items to an upper floor.
- Turn off utilities at the main switches or valves if instructed to do so. Disconnect electrical appliances. Do not touch electrical equipment if you are wet or standing in water.

If you have to leave your home, remember these evacuation tips:

- Do not walk through moving water. Six inches of moving water can make you fall. If you have to walk in water, walk where the water is not moving. Use a stick to check the firmness of the ground in front of you.
- Do not drive into flooded areas. If floodwaters rise around your car, abandon the car and move to higher ground if you can do so safely. You and the vehicle can be quickly swept away.

Driving Flood Facts

The following are important points to remember when driving in flood conditions:

- Six inches of water will reach the bottom of most passenger cars causing loss of control and possible stalling.
- A foot of water will float many vehicles.
- Two feet of rushing water can carry away most vehicles including sport utility vehicles (SUV's) and pick-ups.

After a Flood

The following are guidelines for the period following a flood:

- Listen for news reports to learn whether the community's water supply is safe to drink.
- Avoid floodwaters; water may be contaminated by oil, gasoline, or raw sewage. Water may also be electrically charged from underground or downed power lines.
- Avoid moving water.
- Be aware of areas where floodwaters have receded. Roads may have weakened and could collapse under the weight of a vehicle.
- Stay away from downed power lines, and report them to the power company.
- Return home only when authorities indicate it is safe.
- Stay out of any building if it is surrounded by floodwaters.
- Use extreme caution when entering buildings; there may be hidden damage, particularly in foundations.
- Service damaged septic tanks, cesspools, pits, and leaching systems as soon as possible. Damaged sewage systems are serious health hazards.
- Clean and disinfect everything that got wet. Mud left from floodwater can contain sewage and chemicals.

Flood: Know Your Terms

Familiarize yourself with these terms to help identify a flood hazard:

- **Flood Watch:** Flooding is possible. Tune in to Local Radio for Weather Services, commercial radio, or television for information.
- **Flash Flood Watch:** Flash flooding is possible. Be prepared to move to higher ground; listen to Local Radio for Weather Services, commercial radio, or television for information.
- **Flood Warning:** Flooding is occurring or will occur soon; if advised to evacuate, do so immediately.
- **Flash Flood Warning:** A flash flood is occurring; seek higher ground on foot immediately.

You and Your Family

Dos

- Educate your children wife and other family member in respect of natural and manmade disasters and other crises. In case of your being unaware, take help of Civil Defense and Home Guard organization and other NGOs. Develop habit in you and your children to spare 1% of you busy time to think about Individual security and security interests.
- Keep the phone numbers of the local police station, police control rooms, fire stations, and schools, colleges, TV station, All India Radio, ambulance services and Chemists for emergency use.
- Guide children to remain at schools in emergency.
- Prepare an emergency kit of items and essentials in the house including essential documents and valuables.
- Store food and water for survival in case you had a pre-warning.
- Any suspicious incidents observed be reported to police on 100. Callers do not have to give their identity on the phone. Information of immediate use be conveyed to control rooms to help early relief.
- Carry your identity card, residential telephone number or address or personal card with you. Have your blood group and any medical allergies recorded with you.
- Check information in case of disasters and crises from Ward, Civil Defense / Home Guard, and BMC, TV and All India Radio Control room.
- Learn to fight such emergencies untidily.
- Support authorities and NGOs.
- Identify scooters, cars, vehicles parked in society and identify vehicles which are unknown and parked for long.
- Organize societies and muhalla committees to educate people.

Don'ts

- Do not encourage rumors.
- Do not blame any community for any crises.
- Do not encourage communal hatred in such situations.

Your Place of Work

Dos

- Your mode of travel by car, bus, train and taxi be known to your people.
- High rises buildings must check their electric and water supplies and organize periodic mockup drills for fire fighting and escape routes.
- Drills for bomb blast, threats be organized and practiced.
- Air/Helicopter evacuation be examined and organized from selected rooftops of high rises.
- Firefighting equipment be kept serviceable and periodic check is effected.
- Office societies be organized and prepared to coordinate such emergencies of fire brigade, medical help and other assistance. Such people be nominated and they should guide relief.
- Everyone must know use of fire extinguisher in emergency.
- Security guards are trained to coordinate in such crises.

Dos

During Transit

- Be concerned and develop habit of surveillance when out of our house. Check your seat in cinema hall, train, bus and air. Have you observed a bird, she jumped around and looks in all directions before selecting a spot on a tree for her security. Do we learn anything from this bird instinct?
- Look for the objects, baggage, at bus stand, railway stations, compartments, airport, which is unclaimed.

- Unknown vehicles parked at airports, Railway Stations and bus stands have to be kept under surveillance by common citizens, and this alertness may help authorities.
- Bus, trains and airlines passengers who notice any suspicious behavior of co-passengers, be brought to the notice of officials,
- Every passenger should identify a friend or relations residence in case of requirement of staying away in emergency. The family should know about such a plan.

Don'ts

- Do not touch any suspicious object. Report to concerned people.
- Do not crowd the object.
- Passengers should not accept parcels from unknown persons in hurry while boarding train or bus.

C 8.6 Detailed Maps

Detailed maps will be prepared in line with the applicable hazards, existing vulnerabilities, and available resources / potential capacities.

