

**District Disaster Management Plan [DDMP]
for the district**

BURHANPUR

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Government of Madhya Pradesh
District Administration, Burhanpur**

DISTRICT DISASTER MANAGEMENT PLAN, BURHANPUR

ACKNOWLEDGEMENT

I express my 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 *Burhanpur*. 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. Ashok Kushwah, Mr. Deepak Bavaskar, Mr. Manoj Shankpal and Mr. Sunil Verma who shared their knowledge and guided me throughout my stay in the district. My understanding and analysis of the whole plan would have been incomplete without them to say the least. A special mention of Mr. Vijay Wagh, Homeguard Sipahi for sharing his experience in dealing with *sarkari babus* and travelling department to department with me. I am grateful to the entire District Administration, Burhanpur 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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A GENERAL

A1 Overview

A.1 District Profile

Burhanpur is a mid-size city in Madhya Pradesh state, India. It is the administrative seat of Burhanpur district. It is situated on the north bank of the Tapti River, 340 kilometres (211 miles) southwest of Bhopal and 540 kilometres (336 miles) northeast of Mumbai. The town is named after sufi saint Burhanuddin Gharib of Khuldabad. The city has a Municipal Corporation, and also is one of the district headquarters of the state of Madhya Pradesh.

A.1.1 Location and administrative divisions

Location (in degrees) -	<p>Latitude – 76° East to 76°45’ East</p> <p>Longitude – 21°5’ North to 21°4’ North</p> <p>Burhanpur is situated in South Western Madhya Pradesh. It also shares its boundaries with the state of Maharashtra.</p> <p>See ANNEXURE 1 for details.</p>
District Area (in sq. kms.) -	<p>Madhya Pradesh has the second highest number of districts in the country (50) just after Uttar Pradesh having 71 districts.</p> <p>Burhanpur covers 0.7728 % area of Madhya Pradesh</p> <p>Area of Madhya Pradesh: 4,43,446</p> <p>Area of Burhanpur: 3,427</p> <p>See ANNEXURE 2 for details.</p>
Administrative information-	
No. of sub divisions:	<p>02</p> <p>Burhanpur has been sub divided into:</p> <p>Δ Burhanpur</p> <p>Δ Nepanagar</p> <p>See ANNEXURE 3 for details.</p>
State / District Code:	<p>467</p> <p>See ANNEXURE 4 for details.</p>
No. of Tehsils:	03

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	<p>Burhanpur has been sub divided into three tehsils namely: Δ Burhanpur Δ Khaknar Δ Nepanagar See ANNEXURE 5 for details.</p>
<p>No. of Municipal Boards:</p>	<p>03 The district has three Municipal Boards namely: Δ Nagar Nigam Palika, Burhanpur Δ Nagar Palika, Nepanagar Δ Nagar Panchayat, Shahpur See ANNEXURE 6 for details.</p>
<p>No. of Blocks:</p>	<p>02 The district has been divided into two blocks namely: Δ Burhanpur Δ Khaknar See ANNEXURE 7 for details</p>
<p>No. of Gram Panchayats:</p>	<p>167 Block wise distribution of Gram Panchayats are as follows: Δ Block Burhanpur – 77 Δ Block Khaknar – 90 See ANNEXURE 8 for details</p>
<p>No. of Villages:</p>	<p>Total Number of Villages: 266 Number of Villages Block wise: Δ Burhanpur: 134 (Revenue Villages: 99, Forest Villages: 27, Uninhabited Villages: 08) Δ Khaknar: 132 (Revenue Villages: 110, Forest Villages: 21, Uninhabited Villages: 01) See ANNEXURE 8 for details</p>
<p>No. of Police Stations:</p>	<p>Police Stations: 10 Δ Burhanpur: 08 Δ Khaknar: 02 See ANNEXURE 9 for details</p>
<p>Police Chowkees:</p>	<p>Police Chowkees:</p>

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No. of Post Offices(Block wise):	<p>Δ Dhoolkot, Thana Nimbola, Block: Khaknar Δ Nawra, Thana Neapanagar, Block: Khaknar See ANNEXURE 9 for details.</p> <p>55 See ANNEXURE 10 for details.</p>																		
Year of district formation:	Burhanpur was carved on 15 th August 2003 from East Nimar or Khandwa as popularly known.																		
Name of adjacent districts:	<p>Burhanpur district is a landlocked area surrounded by three districts of Maharashtra on three sides. Two districts of Madhya Pradesh also adjoin Burhanpur.</p> <p>Five adjoining districts are as follows:</p>																		
Table 1																			
<table border="1"> <thead> <tr> <th>DISTRICT</th> <th>DIRECTION FROM BURHANPUR</th> <th>STATE</th> </tr> </thead> <tbody> <tr> <td>East Nimar or Khandwa</td> <td>North</td> <td>Madhya Pradesh</td> </tr> <tr> <td>West Nimar</td> <td>North Western</td> <td>Madhya Pradesh</td> </tr> <tr> <td>Amravati</td> <td>East</td> <td>Maharashtra</td> </tr> <tr> <td>Buldhana</td> <td>South East</td> <td>Maharashtra</td> </tr> <tr> <td>Jalgaon</td> <td>South West</td> <td>Maharashtra</td> </tr> </tbody> </table>		DISTRICT	DIRECTION FROM BURHANPUR	STATE	East Nimar or Khandwa	North	Madhya Pradesh	West Nimar	North Western	Madhya Pradesh	Amravati	East	Maharashtra	Buldhana	South East	Maharashtra	Jalgaon	South West	Maharashtra
DISTRICT	DIRECTION FROM BURHANPUR	STATE																	
East Nimar or Khandwa	North	Madhya Pradesh																	
West Nimar	North Western	Madhya Pradesh																	
Amravati	East	Maharashtra																	
Buldhana	South East	Maharashtra																	
Jalgaon	South West	Maharashtra																	

A1.2 Geography and Topography

Burhanpur district is surrounded by Satpura mountain ranges in the northern part. River Tapti forms the southern boundary. Around 65 % of land is covered by forests. There are no major lakes in the district but there are four rivers namely Tapti, Amravati, Utavali and Khadaki which flow across the district.

Name of rivers and lakes:	<p>No lakes in the district. Some of the rivers are as follows:</p> <p>Δ River Tapti: River Tapti almost dissects the district of Burhanpur.</p> <p>Δ River Amravati</p> <p>Δ River Utavali</p> <p>Δ River Khadaki</p>
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<p>No. of dams, embankments:</p>	<p>See ANNEXURE 11 for details</p> <p>No large scale dams have been constructed in the district. There are many small scale dams which are as follows: Δ Total Small Scale Dams: 22</p> <p>Table 2 Block Wise distribution:</p> <table border="1" data-bbox="690 535 1339 745"> <thead> <tr> <th>BLOCK</th> <th>No. of Small Scale Dams</th> </tr> </thead> <tbody> <tr> <td>Burhanpur</td> <td>11</td> </tr> <tr> <td>Khaknar</td> <td>11</td> </tr> </tbody> </table> <p>Table 3 There are some proposed small and medium scale dams:</p> <table border="1" data-bbox="690 892 1339 1134"> <thead> <tr> <th>BLOCK</th> <th>Proposed Small Dams</th> <th>Proposed Scale Medium Dam</th> </tr> </thead> <tbody> <tr> <td>Burhanpur</td> <td>02</td> <td>02</td> </tr> <tr> <td>Khaknar</td> <td>02</td> <td>00</td> </tr> </tbody> </table> <p>See ANNEXURE 12 for details.</p>	BLOCK	No. of Small Scale Dams	Burhanpur	11	Khaknar	11	BLOCK	Proposed Small Dams	Proposed Scale Medium Dam	Burhanpur	02	02	Khaknar	02	00
BLOCK	No. of Small Scale Dams															
Burhanpur	11															
Khaknar	11															
BLOCK	Proposed Small Dams	Proposed Scale Medium Dam														
Burhanpur	02	02														
Khaknar	02	00														
<p>Name of existing mountains:</p>	<p>Satpura Mountain ranges are spread in the Northern area of Burhanpur. It acts as a natural boundary between Burhanpur and East Nimar (Khandwa).</p>															
<p>Forest cover in the district:</p>	<p>More than 65 % of area in the district comes under forests. Forest cover In the district: 1,90,155.43 Hectare See ANNEXURE 13 for details.</p>															
<p>Any other important element – Major Nallas in the district:</p>	<p>Besides River Tapti there are many Nallas which may aggravate flood situation in times of heavy rainfall.</p> <p>Table 4 Some of the most important nallas in the district are as</p>															

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List of Canals, Tube wells, Wells:	follows:							
	<table border="1"> <thead> <tr> <th>Name of the Nallas</th> <th>Block</th> </tr> </thead> <tbody> <tr> <td>Pandarol Nalla</td> <td>Burhanpur</td> </tr> <tr> <td>Bhai Nalla</td> <td>Khaknar</td> </tr> <tr> <td>Bhoora Nalla</td> <td>Burhanpur</td> </tr> </tbody> </table> <p>Some of the major nallas in the city of Burhanpur are attached in the annexure 10 See ANNEXURE 11 & ANNEXURE 14 for details.</p> <p>Total number of: Δ Canals: 232 Δ Tube wells: 20,733 Δ Wells: 43,343</p> <p>In addition to this, data is also divided block wise, tehsil wise and based on ownership i.e. private / community owned in the annexure. See ANNEXURE 15</p>	Name of the Nallas	Block	Pandarol Nalla	Burhanpur	Bhai Nalla	Khaknar	Bhoora Nalla
Name of the Nallas	Block							
Pandarol Nalla	Burhanpur							
Bhai Nalla	Khaknar							
Bhoora Nalla	Burhanpur							

A.1.3 Demographic and socio economics

Total population of Burhanpur is around seven lakh fifty six thousand nine ninety three. 51.26 % are males. Population density of Burhanpur is comparatively lower than Madhya Pradesh. Sex ratio has dipped from 951 to 944 in the last 20 years but still is marginally higher than the average ratio of the country.

Total household:	<p>Burhanpur has only 0.963 % of total household of Madhya Pradesh. Household of Madhya Pradesh: 14,967,597 Household of Burhanpur: 1,44,154</p> <p>Table 5</p> <table border="1"> <tbody> <tr> <td>Rural Household</td> <td>96,440</td> </tr> <tr> <td>Urban Household</td> <td>47,714</td> </tr> </tbody> </table> <p>See ANNEXURE 16 for details</p>	Rural Household	96,440	Urban Household	47,714
Rural Household	96,440				
Urban Household	47,714				
Total population:	<p>About 1.04 % of population of Madhya Pradesh lives in Burhanpur district. Table 6</p> <table border="1"> <tbody> <tr> <td>Burhanpur</td> <td>7,56,993</td> </tr> </tbody> </table>	Burhanpur	7,56,993		
Burhanpur	7,56,993				

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	<table border="1"> <tr> <td>Madhya Pradesh</td> <td>7,25,97,565</td> </tr> </table>	Madhya Pradesh	7,25,97,565								
Madhya Pradesh	7,25,97,565										
Male:	<p>Table 7 Population Distribution</p> <table border="1"> <tr> <td>Rural</td> <td>4,96,724</td> <td>65.62 %</td> </tr> <tr> <td>Urban</td> <td>2,60,269</td> <td>34.38 %</td> </tr> </table> <p>See ANNEXURE 17 for details.</p> <p>Total males in the district are about 51.26 % Males: 3,88,040</p> <p>Table 8</p> <table border="1"> <tr> <td>Rural</td> <td>2,54,470</td> </tr> <tr> <td>Urban</td> <td>1,33,570</td> </tr> </table> <p>See ANNEXURE 17 for details.</p>	Rural	4,96,724	65.62 %	Urban	2,60,269	34.38 %	Rural	2,54,470	Urban	1,33,570
Rural	4,96,724	65.62 %									
Urban	2,60,269	34.38 %									
Rural	2,54,470										
Urban	1,33,570										
Female:	<p>Total females in the district are about 48.73 % Females: 3,68,953</p> <p>Table 9</p> <table border="1"> <tr> <td>Rural</td> <td>2,42,254</td> </tr> <tr> <td>Urban</td> <td>1,26,699</td> </tr> </table> <p>See ANNEXURE 17 for details.</p>	Rural	2,42,254	Urban	1,26,699						
Rural	2,42,254										
Urban	1,26,699										
Population density:	<p>Density of Population of Burhanpur is less than that of the state.</p> <p>Table 10</p> <table border="1"> <thead> <tr> <th>Population Density</th> <th>(Persons / per square kilometers)</th> </tr> </thead> <tbody> <tr> <td>Burhanpur</td> <td>221</td> </tr> <tr> <td>Madhya Pradesh</td> <td>236</td> </tr> </tbody> </table> <p>See ANNEXURE 2 for details.</p>	Population Density	(Persons / per square kilometers)	Burhanpur	221	Madhya Pradesh	236				
Population Density	(Persons / per square kilometers)										
Burhanpur	221										
Madhya Pradesh	236										
Sex Ratio:	<p>There are 944 females per 1000 males which have dipped from 951 per 1000 males in 2001.</p> <p>The average national sex ration in India stands at 940.</p> <p>See ANNEXURE 17 for details.</p>										
Income -											

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Total APL, BPL families:	Total Families in the district: 82,224 Table 11												
	<table border="1"> <thead> <tr> <th>Block</th> <th>APL</th> <th>BPL</th> </tr> </thead> <tbody> <tr> <td>Burhanpur</td> <td>29,817</td> <td>17,329</td> </tr> <tr> <td>Khaknar</td> <td>16,621</td> <td>18,457</td> </tr> <tr> <td>TOTAL</td> <td>46,438</td> <td>35,787</td> </tr> </tbody> </table>	Block	APL	BPL	Burhanpur	29,817	17,329	Khaknar	16,621	18,457	TOTAL	46,438	35,787
Block	APL	BPL											
Burhanpur	29,817	17,329											
Khaknar	16,621	18,457											
TOTAL	46,438	35,787											
	See ANNEXURE 18 for details.												
Occupation -													
Main occupation of people:	Δ Agriculture												
Secondary occupation of people:	Δ Handloom / Power Loom Δ Textiles Δ Ginning & Processing of Cotton Δ Paper Mills												

A.1.4 Climate and weather

Highest temperature of Burhanpur varies from 44° to 48°, whereas minimum temperature varies from 6° to 10°. Average rainfall is around 780 mm but there was excess rainfall in the year 2010 – 2011.

Climate:	Dry Climate – Hot Belt See ANNEXURE 19 for details.
Rainfall-	
Total annual rainfall of last year:	Average rainfall for the year 2010-2011: 1053.4 mm See ANNEXURE 20 for details.
Average rainfall (last 10 years):	785 mm (last 7 years) See ANNEXURE 20 for details.
Temperature-	
Average Maximum Temperature:	47° C

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Average Minimum Temperature:	8° C
Demarcation of crucial seasons- (Pl. refer data of last 10 years)	
Months of excess rainfall, leading to flood situation:	June – September See ANNEXURE 20 for details.
Months of water scarcity, leading to drought situation:	October – December See ANNEXURE 20 for details.

A.1.5 Health (Medical)

There are 06 PHCs, 02 CHCs, 01 district hospital and 01 dispensary in the block Burhanpur whereas 07 PHCs and 02 CHCs in the block Khaknar.

Block Name: Burhanpur

Government Hospitals, mini hospitals / dispensaries, PHCs, CHCs & trained first aid volunteers.

Number of trained volunteers in Burhanpur: 342

Table 12

	No. of Medical Officers	No. of nurses	No. of compounders	No. of beds	No. ambulances
No. of Hospitals: 01 (District Hospital)	12	06	00	200	02
No. of mini hospitals / dispensaries: 01	00	00	00	00	00
No. of PHCs: 06					
i. Basaad	00	00	00	10	00
ii. Nimbola	00	00	00	10	00
iii. Fofnaar	00	00	00	10	00

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iv. Loni	02	00	01	10	00
v. Dhoolkot	02	00	01	10	00
vi. Baudrali	01	00	01	10	00
TOTAL	05	00	03	60	00
No. of CHCs: 02					
i. Lalbagh	02	04	00	30	01
ii. Shahpur	03	01	00	30	01
TOTAL	05	05	00	60	02

See ANNEXURE 21 for details.

Table A 1.1.5.2

Block Name: Khaknar

Government Hospitals, mini hospitals / dispensaries, PHCs, CHCs & trained first aid volunteers.

Number of trained volunteers in Khaknar: 335

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Table 12

	No. of Medical Officers	No, of nurses	No. of compounders	No. of beds	No. ambulances
No. of Hospitals: 00 (District Hospital)	00	00	00	00	00
No. of mini hospitals / dispensaries: 00	00	00	00	00	00
No. of PHCs: 07					
i. Paretha	00	00	01	10	00
ii. Doifodiya	00	00	00	10	00
iii. Amulla	01	00	01	10	00
iv. Gulai	01	01	00	10	00
v. Seeval	00	00	00	10	00
vi. Haiderpur	00	00	00	10	00
vii. Sarola	01	00	00	10	00
TOTAL	03	01	02	70	00
No. of CHCs: 02					
i. Khaknar	01	02	01	30	01
ii. Nepanagar	02	04	00	30	01
TOTAL	03	06	01	60	02

See ANNEXURE 21 for details.

Private Hospitals,
Nursing Home and
Clinics in the district of
Burhanpur:

There are a total of 270 registered private hospitals, nursing homes and clinics in the district.
See ANNEXURE 22 for name and address

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List of hospitals in Urban Area:	There are around 13 hospitals in Urban area . See ANNEXURE 23 for details.
Pathology Labs:	There are 12 registered pathologies lab in the district. See ANNEXURE 24 for details.
Drug Store / Chemist Shop:	There are 61 registered chemist shops in Urban Burhanpur. See ANNEXURE 25 for details.
Blood Bank:	There is only ONE blood bank in the district. Name of the Blood Bank: Chandu Bhai Soma Bhai Patel. (Address: Mathur Seva Sadan Hospital, Amravati Road, Rastipura, Burhanpur Phone: 07325 – 255133)
Blood Donors:	A government blood bank is being constructed at Shyama Prasad Mukhejee Hospital, Labagh, Burhanpur City (Applied for license) Details of 145 blood donors with contact details have been registered. Some of the available blood groups available are: Δ A+ Δ AB+ Δ A– Δ B+ Δ B– Δ O+ See ANNEXURE 26 for details.
Veterinary Hospitals in the District	05 Tehsil Burhanpur: 2 Tehsil Khaknar: 2 Tehsil Nepanagar: 1 See ANNEXURE 27 for details.

A.1.6 Education

The literacy percentage in Madhya Pradesh is 70.63 %. This literacy rate is lower than the national average. Literacy rate in Burhanpur is less than Madhya Pradesh also. There is only one Polytechnic, one ITI and seven colleges in the district.

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<p>Literacy rate:</p> <p>Total Literates:</p> <p>Total Male:</p> <p>Total Female:</p>	<p>Literacy rate in Burhanpur district is comparatively much lesser when compared with that of India and also when compared to Madhya Pradesh.</p> <p>Table 14</p> <table border="1"> <thead> <tr> <th></th> <th></th> </tr> </thead> <tbody> <tr> <td>India</td> <td>75.08 %</td> </tr> <tr> <td>Madhya Pradesh</td> <td>70.63 %</td> </tr> <tr> <td>Burhanpur</td> <td>65.28 %</td> </tr> </tbody> </table> <p>See ANNEXURE 28 for details.</p> <p>4,15,717</p> <p>See ANNEXURE 17 for details.</p> <p>Table 15</p> <table border="1"> <thead> <tr> <th></th> <th>Total</th> <th>Literates</th> <th>Percentage</th> </tr> </thead> <tbody> <tr> <td>Males</td> <td>3,88,040</td> <td>2,37,866</td> <td>61.29</td> </tr> <tr> <td>Rural Males</td> <td>2,54,470</td> <td>1,38,491</td> <td>54.42</td> </tr> <tr> <td>Urban Males</td> <td>1,33,570</td> <td>99,375</td> <td>74.39</td> </tr> </tbody> </table> <p>See ANNEXURE 17 for details.</p> <p>Table 16</p> <table border="1"> <thead> <tr> <th></th> <th>Total</th> <th>Literates</th> <th>Percentage</th> </tr> </thead> <tbody> <tr> <td>Females</td> <td>368953</td> <td>177851</td> <td>48.20</td> </tr> <tr> <td>Rural Females</td> <td>242254</td> <td>95149</td> <td>39.27</td> </tr> <tr> <td>Urban Females</td> <td>126699</td> <td>82702</td> <td>65.27</td> </tr> </tbody> </table> <p>See ANNEXURE 17 for details.</p>			India	75.08 %	Madhya Pradesh	70.63 %	Burhanpur	65.28 %		Total	Literates	Percentage	Males	3,88,040	2,37,866	61.29	Rural Males	2,54,470	1,38,491	54.42	Urban Males	1,33,570	99,375	74.39		Total	Literates	Percentage	Females	368953	177851	48.20	Rural Females	242254	95149	39.27	Urban Females	126699	82702	65.27
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DISTRICT DISASTER MANAGEMENT PLAN, BURHANPUR

	<table border="1"> <tr> <td>Khaknar</td> <td>08</td> </tr> </table> <p>See ANNEXURE 29 for details.</p> <p>Private Schools: 31</p> <p>Table 18</p> <table border="1"> <thead> <tr> <th>Block</th> <th>No. of Schools</th> </tr> </thead> <tbody> <tr> <td>Burhanpur</td> <td>38</td> </tr> <tr> <td>Khaknar</td> <td>13</td> </tr> </tbody> </table> <p>See ANNEXURE 30 for details.</p>	Khaknar	08	Block	No. of Schools	Burhanpur	38	Khaknar	13				
Khaknar	08												
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Burhanpur	38												
Khaknar	13												
No. of High schools:	<p>Total number of High Schools: 127</p> <p>Government Schools: 76</p> <p>Table 19</p> <table border="1"> <thead> <tr> <th>Block</th> <th>No. of Schools</th> </tr> </thead> <tbody> <tr> <td>Burhanpur</td> <td>51</td> </tr> <tr> <td>Khaknar</td> <td>25</td> </tr> </tbody> </table> <p>See ANNEXURE 29 for details.</p> <p>Private Schools: 51</p> <p>Table 20</p> <table border="1"> <thead> <tr> <th>Block</th> <th>No. of Schools</th> </tr> </thead> <tbody> <tr> <td>Burhanpur</td> <td>38</td> </tr> <tr> <td>Khaknar</td> <td>13</td> </tr> </tbody> </table> <p>See ANNEXURE 30 for details.</p>	Block	No. of Schools	Burhanpur	51	Khaknar	25	Block	No. of Schools	Burhanpur	38	Khaknar	13
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Khaknar	13												
No. of Middle Schools:	<p>Government Schools: 115</p> <p>See ANNEXURE 31 for details.</p>												
No. of Primary schools:	<p>Government Schools: 283</p> <p>See ANNEXURE 32 for details.</p>												
No. of Anganwaris:	672												
No. of ITIs/ training centers:	<p>See ANNEXURE 33 for details.</p>												
No. of Engineering	<p>04</p> <p>See ANNEXURE 34 for details.</p>												

DISTRICT DISASTER MANAGEMENT PLAN, BURHANPUR

colleges: No. of Medical colleges: No. of Other colleges:	01 02 07																				
<p>Total (Approx.) Students Strength in all the educational institutions:</p> <p>Total (Approx.) Staff Strength in all the educational institutions:</p>	<p>[Only School Data]</p> <p>Table 21</p> <table border="1" data-bbox="597 604 1360 877"> <thead> <tr> <th>Schools</th> <th>Student Strength</th> </tr> </thead> <tbody> <tr> <td>Primary School</td> <td>43664</td> </tr> <tr> <td>Middle School</td> <td>15759</td> </tr> <tr> <td>High School</td> <td>47206</td> </tr> <tr> <td>Higher Secondary School</td> <td>47525</td> </tr> </tbody> </table> <p>Total – 1,54,154 See ANNEXURE 29 – 32 for details (ANNEXURE 20 & 21)</p> <p>[Government School data only]</p> <p>Table 22</p> <table border="1" data-bbox="597 1161 1360 1434"> <thead> <tr> <th>Schools</th> <th>Staff Strength</th> </tr> </thead> <tbody> <tr> <td>Primary School</td> <td>979</td> </tr> <tr> <td>Middle School</td> <td>400</td> </tr> <tr> <td>High School</td> <td>44</td> </tr> <tr> <td>Higher Secondary School</td> <td>193</td> </tr> </tbody> </table> <p>Total: 1616 See ANNEXURE 29 – 32 for details</p>	Schools	Student Strength	Primary School	43664	Middle School	15759	High School	47206	Higher Secondary School	47525	Schools	Staff Strength	Primary School	979	Middle School	400	High School	44	Higher Secondary School	193
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DISTRICT DISASTER MANAGEMENT PLAN, BURHANPUR

A.1.7 Agriculture and Land use

Burhanpur is pre dominantly an agricultural state. Some of the major crops in the district comprise of sugarcane, cotton, wheat, chilly, paddy, gram, maize etc. The district has mainly two cropping patterns i.e. Kharif and Rabi.

<p>Cropping pattern - Agro – Climatic Zone</p> <p>Type of major crops:</p> <p>Cropping seasons:</p>	<p>Xth Nimar Valley (Cotton – Jowar crop zone) See ANNEXURE 19 for details.</p> <p>Some of the crops grown are:</p> <ul style="list-style-type: none"> Δ Sugarcane Δ Cotton Δ Wheat Δ Chilly Δ Paddy Δ Gram Δ Maize Δ Millet Δ Peanuts <p>Details about per hectare yield can be seen in See ANNEXURE 19 for details.</p> <p>Δ Kharif Δ Rabi See ANNEXURE 19 for details.</p>																		
<p>Land classifications- Land Use pattern:</p>	<p>Table 23</p> <table border="1"> <thead> <tr> <th data-bbox="537 1402 818 1535">Particular</th> <th data-bbox="818 1402 1094 1535">Area (in hectares)</th> <th data-bbox="1094 1402 1365 1535">% of Geographical Area</th> </tr> </thead> <tbody> <tr> <td data-bbox="537 1535 818 1629">Geographical Area</td> <td data-bbox="818 1535 1094 1629">3,47,741</td> <td data-bbox="1094 1535 1365 1629">100</td> </tr> <tr> <td data-bbox="537 1629 818 1682">Forest Area</td> <td data-bbox="818 1629 1094 1682">1,95,521</td> <td data-bbox="1094 1629 1365 1682">57</td> </tr> <tr> <td data-bbox="537 1682 818 1776">Land available for agriculture</td> <td data-bbox="818 1682 1094 1776">28,837</td> <td data-bbox="1094 1682 1365 1776">8.4</td> </tr> <tr> <td data-bbox="537 1776 818 1934">Other nonagricultural land (excluding barren land)</td> <td data-bbox="818 1776 1094 1934">10,058</td> <td data-bbox="1094 1776 1365 1934">2.9</td> </tr> <tr> <td data-bbox="537 1934 818 1967">Cultivable barren</td> <td data-bbox="818 1934 1094 1967">867</td> <td data-bbox="1094 1934 1365 1967">0.2</td> </tr> </tbody> </table>	Particular	Area (in hectares)	% of Geographical Area	Geographical Area	3,47,741	100	Forest Area	1,95,521	57	Land available for agriculture	28,837	8.4	Other nonagricultural land (excluding barren land)	10,058	2.9	Cultivable barren	867	0.2
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DISTRICT DISASTER MANAGEMENT PLAN, BURHANPUR

	<p>land</p> <table border="1"> <tbody> <tr> <td>Barren Land</td> <td>3,474</td> <td>1.0</td> </tr> <tr> <td>Net Sown Area</td> <td>1,03,984</td> <td>30.3</td> </tr> <tr> <td>Double Cropped Area</td> <td>13,398</td> <td>3.9</td> </tr> <tr> <td>Total Cropped Area</td> <td>1,17,382</td> <td>34.2</td> </tr> </tbody> </table> <p>See ANNEXURE 19 for details.</p>	Barren Land	3,474	1.0	Net Sown Area	1,03,984	30.3	Double Cropped Area	13,398	3.9	Total Cropped Area	1,17,382	34.2										
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Soil classifications – Soil Type:	<p>Δ Clay Loam Δ Sandy Loam to Clay Loam (Alluvial) See ANNEXURE 19 for details.</p>																						
Saline:	<p>As per the records of Krishi Vigyan Kendra, most of the villages have neutral soil alkalinity. Ph of the villages varies between 6.0 to 8.0 (Ph below 7.0 indicates acidic nature, while above 7.0 indicates the basicity of soil)</p>																						
Recurrent flood hit area:	<p>Major flood hit villages in the district are as follows:</p> <table border="0"> <tbody> <tr> <td>Δ Emargid</td> <td>Δ Dasghat</td> </tr> <tr> <td>Δ Lalbagh</td> <td>Δ Nachankheda</td> </tr> <tr> <td>Δ Chinchala</td> <td>Δ Sirsauda</td> </tr> <tr> <td>Δ Daryapur</td> <td>Δ Badkheda</td> </tr> <tr> <td>Δ Khadkod</td> <td>Δ Nair</td> </tr> <tr> <td>Δ Hamidpura</td> <td>Δ Zainabad</td> </tr> <tr> <td>Δ Shahpur</td> <td>Δ Jaisinghpura</td> </tr> <tr> <td>Δ Bhura Nala, Nimbola</td> <td>Δ Ahukhana</td> </tr> <tr> <td>Δ Bhoi Nal, Machalpur</td> <td>Δ Ratnapur</td> </tr> <tr> <td>Δ Utavali River</td> <td>Δ Melchuka</td> </tr> <tr> <td>Δ Gondri</td> <td>Δ Daiyat</td> </tr> </tbody> </table>	Δ Emargid	Δ Dasghat	Δ Lalbagh	Δ Nachankheda	Δ Chinchala	Δ Sirsauda	Δ Daryapur	Δ Badkheda	Δ Khadkod	Δ Nair	Δ Hamidpura	Δ Zainabad	Δ Shahpur	Δ Jaisinghpura	Δ Bhura Nala, Nimbola	Δ Ahukhana	Δ Bhoi Nal, Machalpur	Δ Ratnapur	Δ Utavali River	Δ Melchuka	Δ Gondri	Δ Daiyat
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A.1.8 Housing Pattern

Most of the houses in the rural areas of Burhanpur district comprises mainly of Kuchcha houses having mostly one room. On the other hand urban Burhanpur has Puckka houses with both one and two rooms.

Housing pattern-	
Type of housing	

DISTRICT DISASTER MANAGEMENT PLAN, BURHANPUR

construction:	<p>Urban areas: Mostly pucca houses in the cities of: Δ Burhanpur Δ Nepanagar Δ Shahpur Rural Areas: Mostly kuccha houses in the villages.</p>																
Type of material used:	<p>Urban Areas: Mostly Bricks used in house construction. Though RCC construction is on the rise. Rural Areas: Mostly Grass, thatch, bamboo and mud used in the villages. See ANNEXURE 36 for details.</p>																
Flooring types: (Ground and above)	<p>G+1, G+2, G+3 are found across the cities. In villages, G & G+1 are observed in abundance.</p>																
Roof:	<p>Table 24 Total Households: 1,44,154</p> <table border="1"> <tr> <td>Grass, Thatch, Bamboo, Wood, Mud etc.</td> <td>11,821</td> </tr> <tr> <td>Plastic, Polythene</td> <td>1874</td> </tr> <tr> <td>Tiles</td> <td>20,614</td> </tr> <tr> <td>Brick</td> <td>2883</td> </tr> <tr> <td>Stone/Slate</td> <td>2883</td> </tr> <tr> <td>G.I., Metal, Asbestos</td> <td>82,024</td> </tr> <tr> <td>Concrete</td> <td>21,767</td> </tr> <tr> <td>Other</td> <td>288</td> </tr> </table> <p>See ANNEXURE 36 for details.</p>	Grass, Thatch, Bamboo, Wood, Mud etc.	11,821	Plastic, Polythene	1874	Tiles	20,614	Brick	2883	Stone/Slate	2883	G.I., Metal, Asbestos	82,024	Concrete	21,767	Other	288
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Wall:	<p>Table 25 Total Households: 1,44,154</p> <table border="1"> <tr> <td>Grass, Thatch, Bamboo etc.</td> <td>24,650</td> </tr> <tr> <td>Plastic, Polythene</td> <td>432</td> </tr> <tr> <td>Mud, unburnt brick</td> <td>60,256</td> </tr> <tr> <td>Wood</td> <td>2162</td> </tr> <tr> <td>Stone</td> <td>1874</td> </tr> <tr> <td>G.I., Metal, Asbestos</td> <td>288</td> </tr> </table>	Grass, Thatch, Bamboo etc.	24,650	Plastic, Polythene	432	Mud, unburnt brick	60,256	Wood	2162	Stone	1874	G.I., Metal, Asbestos	288				
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DISTRICT DISASTER MANAGEMENT PLAN, BURHANPUR

Floor:	Burnt Brick	51,319
	Concrete	3171
	Other	144
	See ANNEXURE 36 for details.	
	Table 26	
	Total Households: 1,44,154	
	Mud	92,114
	Wood, Bamboo	144
	Burnt Brick	1009
	Stone	3316
Concrete	16,145	
Tiles	30,993	
Others	144	
See ANNEXURE 36 for details.		

A.1.9 Industrial set ups

There are no major industries in the district. Textile industries are the most important ones. Power looms are around 40,000 in number in the city Burhanpur. Other than this, ginning and processing of cotton is another important industry which has sufficient number of workforce.

No major industrial hazards have occurred owing to the nature of the industries in the district.

<p>Total no. of industries (Govt., Semi Govt. and Pvt.),</p> <p>a) No. of Major Accident Hazard Units/ Polluting industries/ Industrial Areas:</p> <p>Total workforce involved in these industrial units:</p> <p>b) No. of Medium and small scale industries :</p> <p>Total manpower involved in these units:</p>	<p>No major accidents or hazards in history.</p> <p>NIL</p> <p>Table 27</p> <table border="1"> <thead> <tr> <th>Type of Industries</th> <th>Quantity</th> <th>Man power</th> </tr> </thead> <tbody> <tr> <td>Small Scale</td> <td>73</td> <td>1651</td> </tr> <tr> <td>Medium Scale</td> <td>04</td> <td>2,451</td> </tr> </tbody> </table>	Type of Industries	Quantity	Man power	Small Scale	73	1651	Medium Scale	04	2,451
Type of Industries	Quantity	Man power								
Small Scale	73	1651								
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DISTRICT DISASTER MANAGEMENT PLAN, BURHANPUR

	See ANNEXURE 36 for details.
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A.1.10 Transport and communication network

Total road length in the district is 286 kms. There is only 48 kms rail track in the district. The district has 6 railway stations. No airports have been constructed and the nearest airport is in Indore which is 182 kms.

<p>1) Transport Connectivity of each block w.r.t. following networks:</p>	
<p>a) By Road</p>	<p>Total length of major roads in the district – 286 kms See ANNEXURE 38 for details.</p>
<p>b) By Rail</p>	<p>Total Length of railway tracks (broad gauge) – 48 kms Railway Stations in the district: Δ Burhanpur (From Maharashtra) Δ Asirgarh Δ Chandani Δ Nepanagar Δ Mandwa Δ Sagpatha (As told by Mr. G.L. Meena, Deputy Station Manager, Burhanpur Railway Station, Mobile: 08602251151)</p>
<p>c) By Air</p>	<p>No airports in the District. Some of the airports around are: Δ Indore – 182 kms Δ Bhopal – 330 kms Δ Jabalpur – 448 kms Δ Aurangabad – 221 kms</p> <p>No waterway connectivity in the district.</p>
<p>d) Waterways</p>	
<p>2) Communication network</p>	
<p>i) No. of wireless</p>	<p>Only one police wireless station in the district at Burhanpur</p>

DISTRICT DISASTER MANAGEMENT PLAN, BURHANPUR

	stations in the respective blocks	city. (Block Burhanpur)
ii)	Total number of Radio / Transistor, TVs, Telephones, Availability of telephone, mobile services in each block	<p>Δ Radio / Transistor – 11,244</p> <p>Δ Television – 58,527</p> <p>Δ Telephone – 55,932</p>
iii)	Availability of internet facility in the blocks	Internet Service Providers (ISPs) are mainly Idea, Airtel, and Vodafone. But most dense network coverage of BSNL.
iv)	No. of HAM Radio Stations in the blocks	None
v)	Doordarshan Tower	None
vi)	No. of FM stations	No FM station (closest in Khandwa)

A.1.11 Power stations and electricity installations

There are 28 sub stations in the district. No power station in the district. Electricity in the district is generated in the nearby regions of Korba, Sarni and Punasa.

List of power stations in the district:	No power station in the district. Only 33/11 KV substations. 23 in rural and 5 in Burhanpur City.
Electricity outreach in the district:	Close to 100 % electricity penetration. Δ Korba Δ Sarni Δ Punasa
Available sources of electricity in district, like DG sets etc:	None

A.1.12 Major historical, religious places, tourist spots

DISTRICT DISASTER MANAGEMENT PLAN, BURHANPUR

Due to the historical significance of the district especially Burhanpur city, there are a lot places to visit. Historical, religious places etc. are in abundance. One of the most important place is the Dargah – e – Hakimi which is a very sacred pilgrimage place for the Bohra Muslims and attracts thousands of people every year.

Table 28

S.No	Name of historical / tourist spot	Average presence of visitors per day during peak season / festival
1.	Aahukhana	30
2.	Raja Jai Singh ki Chatri	20
3.	Shahi Mahal	50
4.	Kundi Bhandara	50 – 80
5.	Shah Nawaaz Khan ka Makhbara	20
6.	Shahi Hamaam	40

Table 29

S.No	Name of religious spot	Average presence of visitors per day during peak season / festival
1.	Hazrat Shah Bhikhari Makbara	30
2.	Ganpati Mandir	40
3.	Kabir Nirnaya Mandir	15
4.	Ichadevi Mandir	60-70
5.	Jama Masjid	40-60
6.	Swami Narayan Mandir	30
7.	Dargah – E – Hakimi	100-150
8.	Shantinath Shwetambar Mandir	50
9.	Gurudwara – Badi Sangat	70-100
10.	Renuka Mata	60

DISTRICT DISASTER MANAGEMENT PLAN, BURHANPUR

	Mandir		
11.	Digambar Mandir	Jain	30

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.

DISTRICT DISASTER MANAGEMENT PLAN, BURHANPUR

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

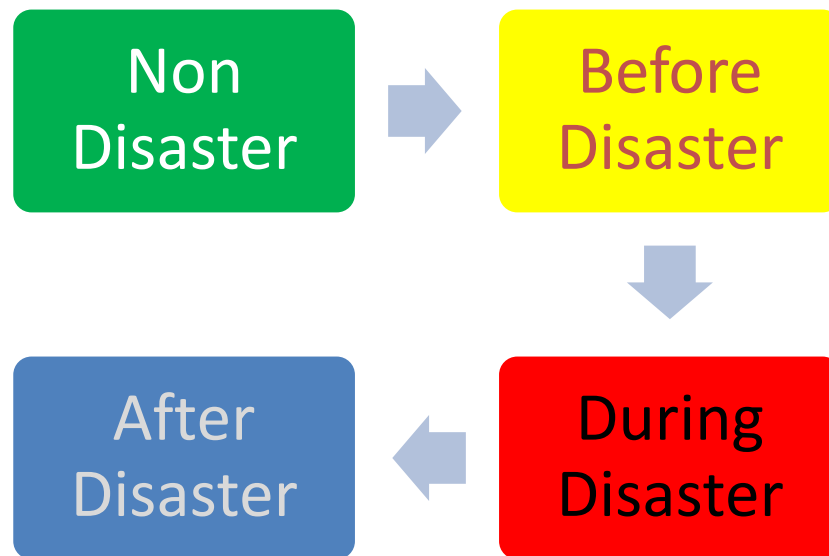
DISTRICT DISASTER MANAGEMENT PLAN, BURHANPUR

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.

DISTRICT DISASTER MANAGEMENT PLAN, BURHANPUR

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.

A2. Institutional Arrangements

According to the Disaster Management Act 2005 passed by the Parliament of India, District Disaster Management Authority and District Disaster Management Committee is to be formed in each and every district. Only District Disaster Management Authority is formed dated 04th October, 2005. District Disaster Management Committee is to be formed comprising of the members as written later.

A.2.1 District Disaster Management Authority (DDMA)

Date of inception of DDMA	04 th October, 2011																											
Members of DDMA, their name, along with actual designations, and current position in DDMA like Chairman, Secretary or Member etc	<p>Table 30</p> <table border="1"> <thead> <tr> <th>Name</th> <th>Actual Designation</th> <th>Current Position in DDMA</th> </tr> </thead> <tbody> <tr> <td>Mr. Ashutosh Awasthi</td> <td>Collector</td> <td>Chairperson</td> </tr> <tr> <td>Mr. Avinash Sharma</td> <td>SP</td> <td>Member</td> </tr> <tr> <td>Ms. Gauri Bai Darbar</td> <td>President, Zila Panchayat</td> <td>Member</td> </tr> <tr> <td>Mr. Sandeep Srivastava</td> <td>Commissioner, Nagar Nigam</td> <td>Member</td> </tr> <tr> <td>Mr. P.R. Katroliya</td> <td>Upper Collector</td> <td>Member Secretary</td> </tr> <tr> <td>Mr. P.R. Katroliya</td> <td>CEO, Zila Panchayat</td> <td>Member</td> </tr> <tr> <td>Mr. I.L. Mehra</td> <td>CMHO</td> <td>Member</td> </tr> <tr> <td>Mr. C.S. Kharat</td> <td>EE, PWD</td> <td>Member</td> </tr> </tbody> </table> <p>See ANNEXURE 39 for details.</p>	Name	Actual Designation	Current Position in DDMA	Mr. Ashutosh Awasthi	Collector	Chairperson	Mr. Avinash Sharma	SP	Member	Ms. Gauri Bai Darbar	President, Zila Panchayat	Member	Mr. Sandeep Srivastava	Commissioner, Nagar Nigam	Member	Mr. P.R. Katroliya	Upper Collector	Member Secretary	Mr. P.R. Katroliya	CEO, Zila Panchayat	Member	Mr. I.L. Mehra	CMHO	Member	Mr. C.S. Kharat	EE, PWD	Member
Name	Actual Designation	Current Position in DDMA																										
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Mr. P.R. Katroliya	CEO, Zila Panchayat	Member																										
Mr. I.L. Mehra	CMHO	Member																										
Mr. C.S. Kharat	EE, PWD	Member																										
Roles and responsibilities of DDMA	It 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.																											

DISTRICT DISASTER MANAGEMENT PLAN, BURHANPUR

A.2.2 District Disaster Management Committee (DDMC)

The District Disaster Management Committee (DDMC) is to be formed comprising of the following members. This list of members is not exhaustible.

Table 31

S.No.	Designation	Functionary
1.	The Collector	Chairman
2.	The District Superintendent of Police	Member
3.	CEO, Zila Parishad	Member
4.	Additional Collector	Member
5.	District Health Officer	Member
6.	District Agriculture Officer	Member
1.	District Animal Husbandry Officer	Member
2.	Civil Surgeon	Member
3.	Executive Engineer, PWD	Member
4.	Executive Engineer, Irrigation Department	Member
5.	Executive Engineer, Madhya Pradesh State Electricity Board	Member
6.	Director of Education	Member
7.	Divisional Manager, Railways	Member
8.	Regional Transport Officer	Member

A.2.3 District Control Room (DCR)

The District Disaster Management Working Plan 2011 -2012 has formed control rooms at three levels i.e. district level control room, urban control room, rural control room.

Details are as under:

Location of the DCR:	Control Room are formed at three levels: Δ District Level Control Room Δ Urban Control Room Δ Rural Control Room
----------------------	------------------------------------------------------------------------------------------------------------------------------------------------

DISTRICT DISASTER MANAGEMENT PLAN, BURHANPUR

Details of Control Room are as follows:

Δ District Level Control Room

Table 32

Collectorate, Burhanpur	Tel: 07325 – 42042
Police Control Room	Tel: 07325 – 256800 & 100

Δ Urban Control Room:

Table 33

i. Burhanpur City

Sub Divisional Magistrate, Burhanpur	Tel: 07325 – 2 4321
Co missioner, Nagar Palika Nigam, Burhanpur	Tel: 07325 – 255270
Thana Kotwali, Burhanpur	Tel: 7325 - 255233

ii. Nepanagar

Sub Divisional Magistrate, Burhanpur	Tel: 07325 – 223397
Tehsil Office, Nepanagar	Tel: 07325 – 223397
Nagar Palika Parishad, Nepanagar	Tel: 07325 - 222108

Δ Rural Control Room

Table 34

i. Khaknar

Tehsil Office, Khaknar	Tel: 0 329 – 276451
CEO, Zila Panc ayat, Khaknar	Tel: 07329 – 276327
Police Thana, Khaknar	Tel: 07329 - 286325

ii. Burhanpur

Tehsil Office, Burhanpur	Tel: 07325 – 255273
CEO, Zila Panchayat, Bur anpur	Tel: 07325 – 252320
Police Thana Kotwali	Tel: 07325 - 255233

See ANNEXURE 40 for details.

DISTRICT DISASTER MANAGEMENT PLAN, BURHANPUR

<p>Nodal Officers, Roles and responsibilities of the officials / nodal persons:</p> <p>Roles and responsibilities:</p>	<p>Below is the list of Nodal officers as appointed by the Collector and Deputy Collector.</p> <p>Table 35</p> <table border="1"> <thead> <tr> <th>Name of the officer</th> <th>Designation</th> <th>Office Number</th> <th>Mobile Number</th> </tr> </thead> <tbody> <tr> <td>Mr. P.R. Kotroliya</td> <td>Upper Collector and CEO, Zila Panchayat, Burhanpur</td> <td>07325 – 242176</td> <td>9425008009</td> </tr> <tr> <td>Mr. R.S. Agasthi</td> <td>SDO (Revenue), Burhanpur</td> <td>07325 – 254321</td> <td>966080001</td> </tr> <tr> <td>Mr. Mahesh Badole</td> <td>Tehsildar, Burhanpur</td> <td>07325 – 255273</td> <td>9926557806</td> </tr> <tr> <td>Mr. Kashinath Patil</td> <td>Tehsildar, Nepanagar</td> <td>07325 – 223397</td> <td>9425334202</td> </tr> <tr> <td>Mr. Anil Sapkale</td> <td>Tehsildar, Khaknar</td> <td>07329 – 276327</td> <td>9826475216</td> </tr> <tr> <td>Mr. K.C. Rewal</td> <td>Deputy Collector, Khaknar</td> <td>07325 – 276327</td> <td></td> </tr> </tbody> </table> <p>See ANNEXURE 41 for details.</p> <p>Δ The nodal officers are required to supervise the entire Disaster Management processes and activities in all the phases i.e. pre disaster, during and post disaster.</p> <p>Δ They have to maintain control and coordinate between various wings of the relief teams, control teams at all levels.</p>	Name of the officer	Designation	Office Number	Mobile Number	Mr. P.R. Kotroliya	Upper Collector and CEO, Zila Panchayat, Burhanpur	07325 – 242176	9425008009	Mr. R.S. Agasthi	SDO (Revenue), Burhanpur	07325 – 254321	966080001	Mr. Mahesh Badole	Tehsildar, Burhanpur	07325 – 255273	9926557806	Mr. Kashinath Patil	Tehsildar, Nepanagar	07325 – 223397	9425334202	Mr. Anil Sapkale	Tehsildar, Khaknar	07329 – 276327	9826475216	Mr. K.C. Rewal	Deputy Collector, Khaknar	07325 – 276327	
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Mr. K.C. Rewal	Deputy Collector, Khaknar	07325 – 276327																											
<p>Involved agencies in DEOC / DCR, Roles and responsibilities (phase wise):</p>	<p>Following are the Teams with their corresponding departments:</p> <table border="1"> <thead> <tr> <th>S. NO.</th> <th>Team</th> <th>Government Department</th> </tr> </thead> <tbody> <tr> <td>01.</td> <td>Lead</td> <td>Revenue Department</td> </tr> <tr> <td>02.</td> <td>Security</td> <td>Police, Home guard</td> </tr> <tr> <td>03.</td> <td>Surveillance</td> <td>Revenue, Forest, Home guard</td> </tr> <tr> <td>04.</td> <td>Security / Safety</td> <td>Police, Home guard, NCC / NSS</td> </tr> </tbody> </table>	S. NO.	Team	Government Department	01.	Lead	Revenue Department	02.	Security	Police, Home guard	03.	Surveillance	Revenue, Forest, Home guard	04.	Security / Safety	Police, Home guard, NCC / NSS													
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DISTRICT DISASTER MANAGEMENT PLAN, BURHANPUR

05.	Relief	Revenue, Forest, RTO, NSS
06.	Rehabilitation	Forest, PWD, Rural Engineering Department, Civil Surgeon
07.	Food	Food
08.	Cleanliness	Local Administration, Nagar Palika / Panchayat
09.	Treatment	Health
10.	Dead body Disposal	Local Administration, Nagar Palika / Panchayat
11.	Labor	PWD, Rural Engineering Department, Civil Surgeon
12.	Electricity	Madhya Pradesh State Electricity Board
13.	Water	Local Administration, Nagar Palika / Panchayat
14.	Community Awareness	Department of Public Relation, Panchayat, Samaj Kalyan Vibhag, NGOs
15.	Information & Broadcasting	Information & Broadcasting
16.	Assessment (List of buildings that have completed their life)	Nagar Palika / PWD
17.	Fire Fighting	Police, Fire Brigade
18.	Livestock and disposal of dead bodies	Veterinary
19.	Women and Child welfare	Women & child department
20.	Finance	Revenue, Red cross Society, NGOs, CSOs, Trader Union

See ANNEXURE 42 for details.

Roles and responsibilities of the departments:

S. NO.	Department	Functions
01.	Revenue	Δ Overall administration
02.	Police	Δ Transportation of casualties and people affected by the disaster. Δ Check on unwanted social

DISTRICT DISASTER MANAGEMENT PLAN, BURHANPUR

		elements.															
	03.	Nagar Palika or Panchayat <ul style="list-style-type: none"> Δ Providing safe shelter to the people. Δ Removal of debris. Δ Providing essential civic amenities like water etc. 															
	04.	Health <ul style="list-style-type: none"> Δ Treatment / checkup of patients. 															
	05.	PWD <ul style="list-style-type: none"> Δ Removing debris during disaster and ensure smooth flow of transportation of people to safe areas. 															
	06.	Electricity <ul style="list-style-type: none"> Δ Timely disruption of electricity at the time of disaster. Δ Maintenance of electrical equipments. 															
	07.	Telephone <ul style="list-style-type: none"> Δ Providing telephone services during and after disaster. 															
	08.	Veterinary <ul style="list-style-type: none"> Δ Carrying post – mortem of the dead livestock. Δ Ensuring cleanliness through proper disposal. 															
	09.	Education <ul style="list-style-type: none"> Δ Arrangement of shelter for the affected people in schools etc. in nearby urban and rural areas. 															
	10.	Food <ul style="list-style-type: none"> Δ Providing food for the affected people. Δ Taking help of NGOs etc. for the provision of food. 															
	See ANNEXURE 43 for details.																
Equipments installed (software and hardware):	List of installed available equipments are as follows: Table 36:																
	<table border="1"> <thead> <tr> <th>S.NO.</th> <th>Equipments</th> <th>Quantity</th> </tr> </thead> <tbody> <tr> <td>01.</td> <td>Lifebuoys</td> <td>05</td> </tr> <tr> <td>02.</td> <td>Life Jacket</td> <td>10</td> </tr> <tr> <td>03.</td> <td>Rope</td> <td>02</td> </tr> <tr> <td>04.</td> <td>Dragon Light</td> <td>03</td> </tr> </tbody> </table>		S.NO.	Equipments	Quantity	01.	Lifebuoys	05	02.	Life Jacket	10	03.	Rope	02	04.	Dragon Light	03
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DISTRICT DISASTER MANAGEMENT PLAN, BURHANPUR

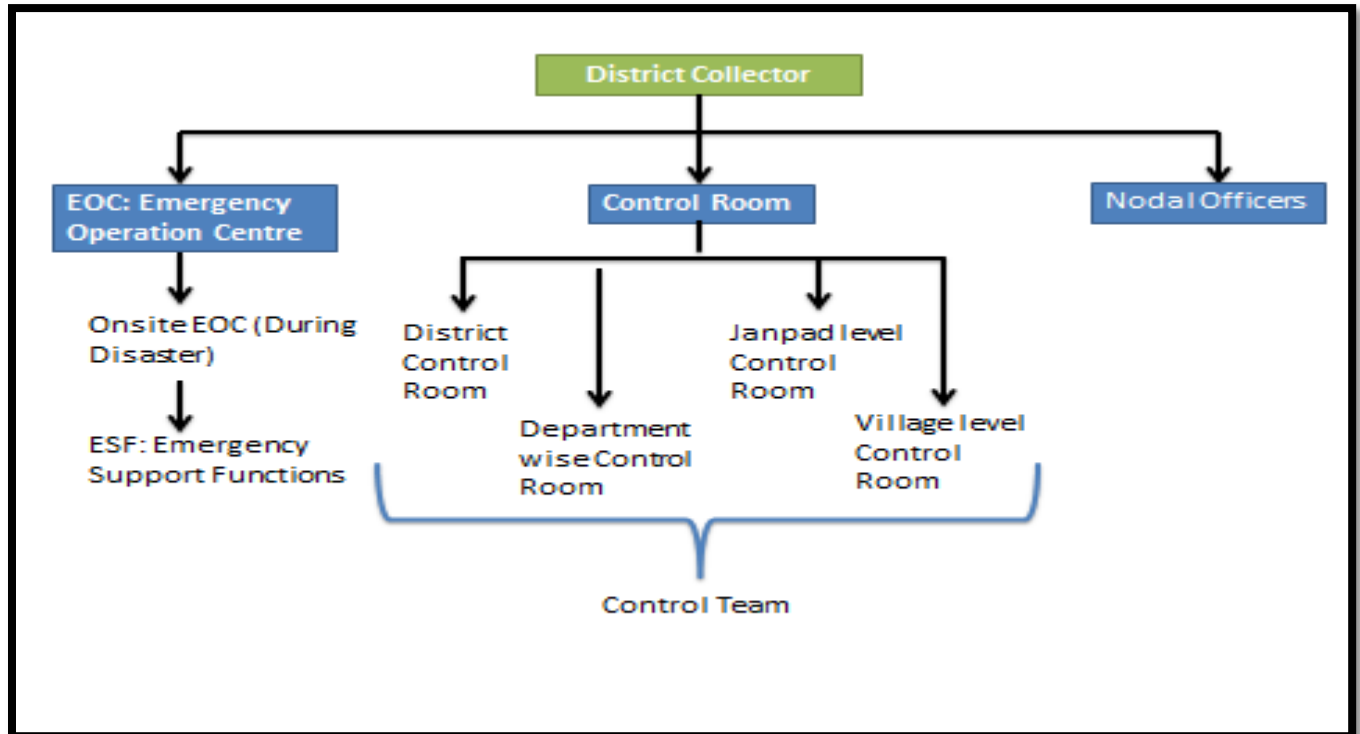
05.	P.A. System	02
06.	Loud Heller	02
07.	Gum Boot	08
08.	Helmet	10
09.	Rain Coat	09
10.	Hoe	50
11.	Spade	100
12.	Pan	200
13.	Bucket	100
14.	Pry bar / wrecking bar	20
15.	Ladder	02Big 02 Small
16.	Rope	50 (20 feet long)
17.	Blanket	100
18.	Farmer Torch	20
19.	Hand Gloves (Rubber)	50 pair
20.	Volunteers / Labors	As required
21.	Handcraft / Auto / Tractor / Trolley / Jeep	As required
22.	Gas welder / Cutter	As required
23.	JCB	As required

See ANNEXURE 44 for details.

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A.2.4 District Disaster Information Management System

District Collector has divided the entire disaster management operations into three building blocks viz. EOC, Control Room and Nodal Officers. The entire structure is given as under:



A.2.5 Urban Area Disaster Management Committee

Date of inception of Urban DDMC, Location	04 October, 2011 Collector Office, Burhanpur																
Members of Urban DDMC, their name, along with actual designations, and current position in DDMC like Chairman, Secretary or Member etc	Table 37																
	<table border="1"> <thead> <tr> <th>Name</th> <th>Actual Designation</th> <th>Current Position in DDMA</th> <th>Telephone Number</th> </tr> </thead> <tbody> <tr> <td>Mr. R.S. Agasthi</td> <td>SDO Revenue, Burhanpur</td> <td>Chairperson</td> <td>07325 – 254321</td> </tr> <tr> <td>Mr. G.P. Kudey</td> <td>SDO Revenue, Nepanagar</td> <td>Co – Chairperson</td> <td>07325 – 223397</td> </tr> <tr> <td>Mr.</td> <td>Commissioner,</td> <td>Member</td> <td>07325 –</td> </tr> </tbody> </table>	Name	Actual Designation	Current Position in DDMA	Telephone Number	Mr. R.S. Agasthi	SDO Revenue, Burhanpur	Chairperson	07325 – 254321	Mr. G.P. Kudey	SDO Revenue, Nepanagar	Co – Chairperson	07325 – 223397	Mr.	Commissioner,	Member	07325 –
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	<table border="1"> <tbody> <tr> <td>Sandeep Srivastava</td> <td>Nagar Palika Nigam, Burhanpur</td> <td></td> <td>255270</td> </tr> <tr> <td>Mr. Rajendra Jain</td> <td>Nagar Palika Parishad, Nepanagar</td> <td>Member</td> <td>07325 – 222108</td> </tr> <tr> <td>Mr. Gorelal Ahirwal</td> <td>Thana Kotwali, Burhanpur</td> <td>Member</td> <td>07325 – 255233</td> </tr> <tr> <td>Mr. Kashinath Patil</td> <td>Tehsildar, Nepanagar</td> <td>Member</td> <td>07325 – 223397</td> </tr> </tbody> </table>	Sandeep Srivastava	Nagar Palika Nigam, Burhanpur		255270	Mr. Rajendra Jain	Nagar Palika Parishad, Nepanagar	Member	07325 – 222108	Mr. Gorelal Ahirwal	Thana Kotwali, Burhanpur	Member	07325 – 255233	Mr. Kashinath Patil	Tehsildar, Nepanagar	Member	07325 – 223397
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Mr. Gorelal Ahirwal	Thana Kotwali, Burhanpur	Member	07325 – 255233														
Mr. Kashinath Patil	Tehsildar, Nepanagar	Member	07325 – 223397														
	See ANNEXURE 45 for details.																
Roles and responsibilities of Urban DDMC	<p>Δ Collecting data and information about the disaster affected regions of the district.</p> <p>Δ Ensuring an uninterrupted information flow to and from the control rooms to the higher authorities.</p> <p>Δ Controlling, coordinating and managing the relief / expedition team.</p> <p>Δ Providing logistical support and all necessary help to the relief / expedition team.</p> <p>Δ Surveillance, resource management as well as overall management of the disaster hit regions of the district.</p> <p>See ANNEXURE 46 for details.</p>																

A.2.6 Block Level Disaster Management Committee

Date of inception of Block level DMC, Location	04 October, 2011 Collector Office, Burhanpur																
Members of Block level DDMC, their name, along with the actual designations, and current position in Block DMC like Chairman, Secretary or Member etc	<p>Table 38</p> <table border="1"> <thead> <tr> <th>Name</th> <th>Actual Designation</th> <th>Current Position in DDMA</th> <th>Telephone Number</th> </tr> </thead> <tbody> <tr> <td>Mr. Anil Sapkale</td> <td>Tehsildar, Khaknar</td> <td>Chairperson</td> <td>07329 – 276451</td> </tr> <tr> <td>Mr. Mahesh Badole</td> <td>Tehsildar, Burhanpur</td> <td>Co – Chairperson</td> <td>07325 – 255273</td> </tr> <tr> <td>Mr. T.R.</td> <td>CEO, Jan</td> <td>Member</td> <td>07329 –</td> </tr> </tbody> </table>	Name	Actual Designation	Current Position in DDMA	Telephone Number	Mr. Anil Sapkale	Tehsildar, Khaknar	Chairperson	07329 – 276451	Mr. Mahesh Badole	Tehsildar, Burhanpur	Co – Chairperson	07325 – 255273	Mr. T.R.	CEO, Jan	Member	07329 –
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Mr. Anil Sapkale	Tehsildar, Khaknar	Chairperson	07329 – 276451														
Mr. Mahesh Badole	Tehsildar, Burhanpur	Co – Chairperson	07325 – 255273														
Mr. T.R.	CEO, Jan	Member	07329 –														

DISTRICT DISASTER MANAGEMENT PLAN, BURHANPUR

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Kajle	Panchayat, Khaknar	276327											
Mr. Anil Pawar	CEO, Jan Member Panchayat	07325 – 252320											
Mr. Gorelal Ahirwal	Thana Member Kotwali, Burhanpur	07325 – 255233											
Mr. Ajay Singh Bais	Police Thana, Member Khaknar	07329 – 286325											
	See ANNEXURE 47 for details.												
Roles and responsibilities of Block level DMC	<p>Δ Collecting data and information about the disaster affected regions of the district.</p> <p>Δ Ensuring an interrupted information flow to and from the control rooms to the higher authorities.</p> <p>Δ Controlling, coordinating and managing the relief / expedition team.</p> <p>Δ Providing logistical support and all necessary help to the relief / expedition team.</p> <p>Δ Surveillance, resource management as well as overall management of the disaster hit regions of the district.</p> <p>See ANNEXURE 48 for details.</p>												

A.2.7 Gram Panchayat Disaster Management Committee

Date of inception of Gram Panchayat level DMC, Location	04 October, 2011 Collector Office, Burhanpur												
Members of Gram Panchayat level DMC, their name, along with actual designations, and current position in GP level DMC like Chairman, Secretary or Member etc	<p>Village Disaster Management Committee is the same as Block Level Disaster Management Committee in the district, though there are different Relief Team formed in some Gram Panchayats which are flood prone and highly vulnerable.</p> <p>Following are the list of gram panchayats:</p> <table border="0"> <tbody> <tr> <td>Δ Emargid</td> <td>Δ Dasghat</td> </tr> <tr> <td>Δ Lalbagh</td> <td>Δ Nachankheda</td> </tr> <tr> <td>Δ Chinchala</td> <td>Δ Sirsauda</td> </tr> <tr> <td>Δ Daryapur</td> <td>Δ Badkheda</td> </tr> <tr> <td>Δ Khadkod</td> <td>Δ Nair</td> </tr> <tr> <td>Δ Hamidpura</td> <td>Δ Zainabad</td> </tr> </tbody> </table>	Δ Emargid	Δ Dasghat	Δ Lalbagh	Δ Nachankheda	Δ Chinchala	Δ Sirsauda	Δ Daryapur	Δ Badkheda	Δ Khadkod	Δ Nair	Δ Hamidpura	Δ Zainabad
Δ Emargid	Δ Dasghat												
Δ Lalbagh	Δ Nachankheda												
Δ Chinchala	Δ Sirsauda												
Δ Daryapur	Δ Badkheda												
Δ Khadkod	Δ Nair												
Δ Hamidpura	Δ Zainabad												

DISTRICT DISASTER MANAGEMENT PLAN, BURHANPUR

	<p> Δ Shahpur Δ Bhura Nala, Nimbola Δ Bhoi Nal, Machalpura Δ Utavali River Δ Gondri </p> <p> Δ Jaisinghpura Δ Ahukhana Δ Ratnapur Δ Melchuka Δ Daiyat </p> <p>Below is the structure of a relief team:</p> <table border="1" data-bbox="670 499 1455 1465"> <thead> <tr> <th>S.NO.</th> <th>Department / Officer</th> </tr> </thead> <tbody> <tr><td>1.</td><td>Head</td></tr> <tr><td>2.</td><td>Assistant Head</td></tr> <tr><td>3.</td><td>Engineer</td></tr> <tr><td>4.</td><td>Tehsildar</td></tr> <tr><td>5.</td><td>Health Officer</td></tr> <tr><td>6.</td><td>Village Level Workers</td></tr> <tr><td>7.</td><td>Place for temporary shelter, camp</td></tr> <tr><td>8.</td><td>Food Arrangement incharge</td></tr> <tr><td>9.</td><td>Food Inspector</td></tr> <tr><td>10.</td><td>Temporary Health Officer</td></tr> <tr><td>11.</td><td>Electricity Arrangement Incharge</td></tr> <tr><td>12.</td><td>Drinking water Incharge</td></tr> <tr><td>13.</td><td>Distance between the village and the closest Police Station</td></tr> <tr><td>14.</td><td>Closest highway (national, state etc)</td></tr> <tr><td>15.</td><td>Help centers around the village (usually closest villages, grams)</td></tr> </tbody> </table> <p>See ANNEXURE 49 for details.</p>	S.NO.	Department / Officer	1.	Head	2.	Assistant Head	3.	Engineer	4.	Tehsildar	5.	Health Officer	6.	Village Level Workers	7.	Place for temporary shelter, camp	8.	Food Arrangement incharge	9.	Food Inspector	10.	Temporary Health Officer	11.	Electricity Arrangement Incharge	12.	Drinking water Incharge	13.	Distance between the village and the closest Police Station	14.	Closest highway (national, state etc)	15.	Help centers around the village (usually closest villages, grams)
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<p>Roles and responsibilities of Gram Panchayat DDMC</p>	<p> Δ Collecting data and information about the disaster affected regions of the district. Δ Ensuring an uninterrupted information flow to and from the control rooms to the higher authorities. Δ Controlling, coordinating and managing the relief / expedition team. Δ Providing logistical support and all necessary help to the relief / expedition team. Δ Surveillance, resource management as well as overall </p>																																

DISTRICT DISASTER MANAGEMENT PLAN, BURHANPUR

	management of the disaster hit regions of the district. See ANNEXURE 50 for details.
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B . HAZARD, VULNERABILITY ASSESSMENT AND RISK PROFILING (HVRC)

This chapter largely deals with the disasters that the Burhanpur district experienced and the associated hazards, vulnerability and potential risks. Based on this, the vulnerability assessment of people and their income sources, infrastructure, crops, livestock resources, drinking water supply, daily necessities, communication and transportation system, public distribution, medical facilities and other elements has been done so that such elements can be safely shifted to, or to be taken care of before any unexpected disaster or during the disasters.

This is the most important part of the plan. Vulnerability assessment deals with the socio-economic vulnerability, housing vulnerability and environmental vulnerability.

B.1 Hazard Assessment

B.1.1 History of past disasters

Table 39

Type of hazard	Year of occurrence	Area affected	Impact on life	Livelihood	Livestock
Plague	1686	Burhanpur	Large number of people affected, many people had to flee the city	Must have resulted in large livelihood losses	
Floods	1968	Low lying areas around river Tapti	No data available	Many People rendered homeless	
Floods	1970s	Low lying areas around river Tapti, Utavali, Khadaki and several non-perennial rivers.	Resulted in heavy loss both in terms of human and economy	Large amount of people became homeless. Large livelihood losses	Heavy livestock losses.
Communal Violence between	1971 – 1972	Burhanpur City	Occurred during time of Holi		

DISTRICT DISASTER MANAGEMENT PLAN, BURHANPUR

(Hindu – Muslim)				
Communal Violence (Hindu – Muslim)	1985	Burhanpur City		
Floods	15 th September 1988	Low lying areas around River Tapti		
Communal Violence (Hindu – Muslim)	1992 – 1993	Burhanpur City	The violence resulted in one month curfew	Resulted in livelihood heavy and economic losses
Communal Violence (Hindu – Muslim)	2003	Burhanpur City		
H5N1	14 th March 2006	Ichchapur	Few people infected	
H5N1	March – April 2006	Burhanpur City		Culling of Birds, around 5000-6000
Floods	08 th July 2007	Low lying areas around River Tapti and other non-perennial rivers		
Malnutrition	June – November 2008		12 Children Died	
Hindu Muslim Riots	September – October 2008	Burhanpur City	Resulted in curfew for few days. 3 killed, 20 injured	Resulted in the destruction of one market area adjoining Jama Masjid (Sindhi Market). Loss of livelihood

B.1.2 Major applicable hazards

Flood: Flash floods bring about disasters. As expressed above there was a critical situation in some parts of the district during 2007-08 floods. Most of the rivers were overflowing and there was a loss of life and property. The river water entered the standing crops and the farmers suffered a huge loss. Most of the livestock also was flown away in this flood. Some people were shifted to safe shelters but there was no rehabilitation.

DISTRICT DISASTER MANAGEMENT PLAN, BURHANPUR

Drought: No major draught recorded in the history, but problem of water scarcity both in rural as well urban areas in the district is on the rise.

Epidemic: Outbreak of Plague was recorded in the 1686. No major epidemics since then. Lately cases of H5N1 at Ichchapur (around 23kms from Burhanpur) were reported. Few people were reported to be infected. It also led to culling of 5000 –6000 birds.

Communal Riots: This district has been witnessing many communal tensions between Hindus and Muslims. This violence is prevalent mainly in the city of Burhanpur which has a sizeable Muslim population.

Loo: Hot Summer winds in the months of April, May and June is quite dangerous and results in both human and animal losses every year.

Type of applicable hazards	Hazard prone areas																						
Flood	<p>Δ Low lying areas in Burhanpur City. Δ Low lying areas around: Δ River Tapti, Δ River Utavali, Δ River Khadaki, Δ Pandarol Nalla, Δ Bhai Nalla, Δ Bhura Nalla etc.</p> <p>22 Villages are also identified which are highly vulnerable to floods. They are as follows:</p> <table data-bbox="456 1444 1404 1913"> <tbody> <tr> <td>Δ Emargid</td> <td>Δ Dasghat</td> </tr> <tr> <td>Δ Lalbagh</td> <td>Δ Nachankheda</td> </tr> <tr> <td>Δ Chinchala</td> <td>Δ Sirsauda</td> </tr> <tr> <td>Δ Daryapur</td> <td>Δ Badkheda</td> </tr> <tr> <td>Δ Khadkod</td> <td>Δ Nair</td> </tr> <tr> <td>Δ Hamidpura</td> <td>Δ Zainabad</td> </tr> <tr> <td>Δ Shahpur</td> <td>Δ Jaisinghpura</td> </tr> <tr> <td>Δ Bhura Nala, Nimbola</td> <td>Δ Ahukhana</td> </tr> <tr> <td>Δ Bhoi Nal, Machalpura</td> <td>Δ Ratnapur</td> </tr> <tr> <td>Δ Utavali River</td> <td>Δ Melchuka</td> </tr> <tr> <td>Δ Gondri</td> <td>Δ Daiyat</td> </tr> </tbody> </table>	Δ Emargid	Δ Dasghat	Δ Lalbagh	Δ Nachankheda	Δ Chinchala	Δ Sirsauda	Δ Daryapur	Δ Badkheda	Δ Khadkod	Δ Nair	Δ Hamidpura	Δ Zainabad	Δ Shahpur	Δ Jaisinghpura	Δ Bhura Nala, Nimbola	Δ Ahukhana	Δ Bhoi Nal, Machalpura	Δ Ratnapur	Δ Utavali River	Δ Melchuka	Δ Gondri	Δ Daiyat
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DISTRICT DISASTER MANAGEMENT PLAN, BURHANPUR

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Communal Riots	This district has been witnessing many communal tensions between Hindus and Muslims. This violence is prevalent mainly in the city of Burhanpur which has a sizeable Muslim population.
Loo	Hot Summer winds in the months of April, May and June is quite dangerous and results in both human and animal losses every year.
Road Accidents	Road accidents are frequent in the state highway of Burhanpur – Khandwa – Indore and Burhanpur – Dhettalai.

B.1.3 Seasonality of hazards

Hazard	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Floods							√	√	√			
Road Accidents	√	√	√	√	√	√	√	√	√	√	√	√
Loo					√	√						

B.2 Vulnerability Analysis

- 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)
- Institutional vulnerability (Ex; lack of institutional support, absence of DDMCs etc.)

DISTRICT DISASTER MANAGEMENT PLAN, BURHANPUR

Name of Block	Name of the Hazard	Physical/Infrastructural Vulnerability	Environmental/Natural vulnerability	Social vulnerability	Economic vulnerability	Institutional vulnerability
Δ Burhanpur Δ Khaknar	Loo (May – June)			√	√	
Δ Burhanpur	Communal Riots	√	√	√	√	√
Δ Burhanpur	Epidemic	√		√	√	√
Δ Burhanpur Δ Khaknar	Flood (July – September)	√	√	√	√	√
Δ Burhanpur Δ Khaknar	Drought (May – June)		√	√	√	√

B.3 Capacity Analysis

Resource inventory

Resource Type	Details	Number	Govt., Private	Contact no. of nodal person/s
Equipments used for cutting, Search & Rescue (S&R), grinding m/c etc.	<ol style="list-style-type: none"> 1. Lifebuoys 2. Life Jacket 3. Rope 4. Dragon Light 5. P.A. System 6. Loud Heller 7. Gum Boot 8. Helmet 9. Rain Coat 10. Hoe 11. Spade 12. Pan 13. Bucket 14. Pry bar / wrecking bar 15. Ladder 	<ol style="list-style-type: none"> 05 10 02 03 02 02 08 10 09 50 100 200 100 20 02Big 	<ol style="list-style-type: none"> Govt. Govt. Govt. Govt. Govt. Govt. Govt. Govt. Govt. Govt. Govt. Govt. Govt. Govt. Govt. 	<p>List of nodal officers as appointed by the District Collector:</p> <ol style="list-style-type: none"> 1. Mr. P.R. Kotroliya, Upper Collector and CEO, Zila Panchayat, Burhanpur Office Number: 07325 –242176 Mobile Number: 9425008009 2. Mr. R.S. Agasthi SDO (Revenue), Burhanpur

DISTRICT DISASTER MANAGEMENT PLAN, BURHANPUR

16. Rope	02 Small 50 (20 feet long)	Govt.	Office Number: 07325 –254321 Mobile Number: 966080001
17. Blanket	100	Govt.	3. Mr. Mahesh Badole Tehsildar, Burhanpur Office Number: 07325 –255273 Mobile Number: 9926557806
18. Farmer Torch	20	Govt.	
19. Hand Gloves (Rubber)	50 pair	Govt.	
20. Volunteers / Labors	As required	Private	
21. Handcraft / Auto / Tractor / Trolley / Jeep	As required	Private	
22. Gas welder / Cutter	As required	Private	
23. JCB	As required	Private	4. Mr. Kashinath Patil Tehsildar, Neapanagar Office Number: 07325–223397 Mobile Number: 9425334202
			5. Mr. Anil Sapkale Tehsildar, Khaknar Office Number: 07329–276327 Mobile Number: 9826475216
			6. Mr. K.C. Rewal Deputy Collector, Khaknar Office Number: 07325 –276327

See ANNEXURE 44
for details.

NOTE: According to
irdn.gov.in, no details
of equipments have
been uploaded.

LINK:
[http://idrn.gov.in/chec
klist-dist.asp](http://idrn.gov.in/chec
klist-dist.asp)

See ANNEXURE 51
for details.

See ANNEXURE 41 for
details.

Temporary shelters, camps	Only government schools are used for make shift camps / temporary shelters.	Total number of government schools in the district: 499	Govt.
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Emergency Search lights	1. Dragon Light 2. Farmer Torch	03 20	Govt. Govt.	List of nodal officers as appointed by the District Collector: 1. Mr. P.R. Kotroliya, Upper Collector and CEO, Zila
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DISTRICT DISASTER MANAGEMENT PLAN, BURHANPUR

Panchayat,
Burhanpur
Office Number:
07325 –242176
Mobile Number:
9425008009

2. Mr. R.S. Agasthi
SDO (Revenue),
Burhanpur
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07325 –254321
Mobile Number:
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3. Mr. Mahesh Badole
Tehsildar, Burhanpur
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Mobile Number:
9926557806
4. Mr. Kashinath Patil
Tehsildar, Nepanagar
Office Number:
07325–223397
Mobile Number:
9425334202
5. Mr. Anil Sapkale
Tehsildar, Khaknar
Office Number:
07329–276327
Mobile Number:
9826475216
6. Mr. K.C. Rewal
Deputy Collector,
Khaknar
Office Number:
07325 –276327

See ANNEXURE 41 for
details.

Trained manpower, professionals available in specific domain	See ANNEXURE 52 for the list of First Aid staff in the district.
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DISTRICT DISASTER MANAGEMENT PLAN, BURHANPUR

like S&R, First Aid, Response Warning, Swimming etc. See ANNEXURE 53 for the list of the swimmers in the district.

First Aid / Medical emergency requirements, equipments to be used

Dr. IL Mehra
CM & HO
Telephone: 251892
Mobile: 9425369590

Location of key hospitals, blood banks, Doctors, medical stores Δ See ANNEXURE 21 for government hospitals, dispensaries, PHCs, CHCs

Δ See ANNEXURE 22 for the list of registered hospitals, clinics, and nursing homes in the district.

Δ Blood Banks:
There is only ONE blood bank in the district.
Name of the Blood Bank: Chandu Bhai Soma Bhai Patel.
(Address: Mathur Seva Sadan Hospital, Amravati Road, Rastipura, Burhanpur
Phone: 07325 – 255133)

A government blood bank is being constructed at Shyama Prasad Mukhejee Hospital, Lalbagh, Burhanpur City (Applied for license)

Δ See ANNEXURE 54 for the list of government doctors.

DISTRICT DISASTER MANAGEMENT PLAN, BURHANPUR

	<p>Δ See ANNEXURE 55 for the list of private doctors.</p> <p>Δ See ANNEXURE 25 for the list of medical stores.</p>		
Availability of equipments like Bulldozers, Hydra, Crane, for clearance, JCB	<p>According to the Nagar Nigam Palika, Burhanpur and PWD, equipments like handcraft, auto, tractor, trolley, jeep, JCB, Bulldozer, Cranes etc can be hired on contract basis from private contractors.</p>		<p>Mr. Sandeep Srivastava Commissioner, Nagar Nigam, Burhanpur Telephone: 256270, 255684 Mobile: 9425170103</p> <p>Mr. C.S. Kharat Executive Engineer, Public Works Department, Burhanpur Telephone: 242084, 242213 Mobile: 9425435887</p>
Transportation(Fit Vehicles available with nodal agencies, in emergency)	<p>The RTO office in the district was inaugurated on 02nd April, 2012. All the details of private and government cars and busses are in Khandwa district. RTO office, Burhanpur only manages licenses. According to the officials, approximate number of private busses is 126. There are no state transportation.</p> <p>There are around 350 private cars registered with MP68 numbers, while the remaining are registered from Khandwa MP12.</p>	<p>Approximate number of 4 wheelers – 20,000 – 25,000</p> <p>Approximate number of 2 wheelers – 70,000 – 85,000</p>	<p>Mr. Sanjay Soni, RTO, Telephone: 2248684, Mobile: 9425415195</p>
Total no. of boats (with info about capacity, size,	Two boats available in the excise department.	02	Govt. (Excise Department

DISTRICT DISASTER MANAGEMENT PLAN, BURHANPUR

contacts of Orgn./owner etc)	Zero boats with the homeguards. Around 12 private boats available in the district.)	Private	
Availability of firefighting equipments, Fire tenders	According to Nagar Palika Parishad, Burhanpur, there are 07 fire tenders in the district. The number of fire tenders are as follows: Δ Nagar Palika Parishad, Burhanpur – 02 (Ashok, MP 12 B3 3091, Kargo, MP 12 B3 3520) Δ Nagar Nigam, Shahpur – 01 Δ Nagar Nigam, Nepanagar – 02 Δ Nepa Mill: 01 Δ Rural Burhanpur: 01	06	Govt. Govt. Govt. Private Govt.	Mr. Sandeep Srivastava Commissioner, Nagar Nigam, Burhanpur Telephone: 256270, 255684 Mobile: 9425170103 Brig. S.K. Mutreja Chairman cum Managing Director, Telephone: 07325 – 222134 07325 - 222158
List of PDS Shops	See ANNEXURE 56 for details.	175 04	Govt. Private	Mr. L. Mujalda District Food Officer Telephone: 242042 Mobile: 9630515051
List of NGOs / CBOs	See ANNEXURE 57 for details.	77		Ms. Nirmala Arora Jan Abhiyaan Parishad Mobile: 9425408678
Veterinary Hospitals	See ANNEXURE 58 for details.	Veterinary Field Officer	Govt.	Mr. M.K. Saxena Deputy Director, Veterinary Department

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(VFO): 05

Telephone: 241322

Mobile: 9425102237

Assistant Govt.

Veterinary

Field

Officer

(AVFO):

29

B.4 Risks Analysis

B.4.1 Potential impact and risk profiling

Type of hazard	Vulnerable areas *	Vulnerability	Potential Impact	Identified safer places *
Flood	<p>Low lying areas around: Δ River Tapti, Δ River Utavali, Δ River Khadaki, Δ Pandarol Nalla, Δ Bhai Nalla, Δ BhuraNalla etc.</p> <p>22 villages are prone to floods. They are as follows: ΔEmargid ΔDasghat ΔLalbagh ΔNachankheda ΔChinchala ΔSirsauda ΔDaryapur ΔBadkheda ΔKhadkod ΔNair ΔHamidpura ΔZainabad ΔShahpur ΔJaisinghpura ΔBhura Nala, Nimbola ΔAhukhana Bhoi Nal, ΔMachalpura</p>	<p>ΔPhysical Vulnerability – causes damage to road, bridges, embankments</p> <p>ΔSocial Vulnerability – loss to population, livestock</p> <p>ΔEconomic Vulnerability – loss of fertility of land, loss of livelihood leading to poverty</p> <p>Δ Environmental Vulnerability – swelling up of rivers, canals, nallas</p>	<p>Loss of crops, so as livelihood and houses</p> <p>Loss of lives, livestock</p> <p>Loss of property and life</p>	<p>Government schools identified by the district administration. See ANNEXURE 76 for details.</p>

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Earthquake	<p>ΔRatnapur ΔUtavali River ΔMelchuka ΔGondri ΔDaiyat</p> <p>District Burhanpur lies in Zone III which comprise of moderate damage risk. Though no incidences of earthquake have been reported yet.</p>	<p>No incidences have been reported yet, but in case of an earthquake the following may be affected:</p> <p>ΔPhysical Vulnerability – causes damage to road, bridges, embankments</p> <p>ΔSocial Vulnerability – loss to population, livestock</p> <p>ΔEconomic Vulnerability – loss of fertility of land, loss of livelihood leading to poverty</p> <p>Δ Environmental Vulnerability – swelling up of rivers, canals, nallas</p> <p>ΔSocial Vulnerability – loss to population, livestock</p>	<p>Loss of crops, so as livelihood and houses</p> <p>Loss of lives, livestock</p> <p>Loss of property and life</p>	
Drought	<p>Prevalent in both the blocks of Burhanpur and Khaknar</p>	<p>ΔEconomic Vulnerability – loss of fertility of land, loss of livelihood leading to poverty</p> <p>Δ Environmental</p>	<p>Loss of crops and livestock leading to loss of livelihood</p>	<p>Availability of portable water for drinking for both humans and animals.</p>

DISTRICT DISASTER MANAGEMENT PLAN, BURHANPUR

		Vulnerability – swelling up of rivers, canals, nallas		Improved irrigation facilities.
Industrial disaster	No major industries in the district. Around 40,000 small and medium sized power looms in the district.	ΔSocial Vulnerability – loss to life and property		
Road accidents	Car accidents in the state highway (Burhanpur – Khandwa – Indore and Burhanpur – Dhettalai)	ΔSocial Vulnerability – loss to life and property	Loss of life and property	ΔImproved traffic system ΔSpeed breakers at major transactions
Epidemic	Burhanpur city, Ichadevi Mainly in Burhanpur city	ΔPhysical Vulnerability – causes damage to road, bridges, cars and other civic amenities ΔSocial Vulnerability – loss to population	Loss of life and property Loss of life and property	ΔImproved lighting systems
Communal violence		ΔEconomic Vulnerability –loss of livelihood leading to poverty		Improved law and order situation Deployment of police and Rapid Action Force

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C. DISTRICT LEVEL DISASTER MANAGEMENT PLANNING

C.1 District Action Plans

C.1.1 Mitigation Plan

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.

- Under the National Rural Employment Guarantee Act, provide for strengthening and maintenance of such physical features that may vitally protect/help in rescue of communities during disaster situations. Under this act maintenance and strengthen of dam, ponds etc. will take place and also it will provide the job to unemployed youth. Especially under the construction of smaller dam, stop dam, rural road rural youth can work under MNREGA and reduced the vulnerability. Addition to this during the time of disaster like flood or drought if any plan has been taken by Zila Panchayat for relief and construction of drains for reducing the impact of flood so this job can be implemented under MNREGA. Apart from this Unemployed youth can also work during disaster for relief work under MNREGA so that rescue & relief will be fast.
- Under Indira Awaas Yojana (IAY) all the houses should be advised and instructed to construct earthquake resistant. Special instruction should be provided by district administration to block level and block will guide and instruct to Gram Panchayat for the construction of houses under Indira Awaas Yojana (IAY) for earthquake resistant house construction. Thre training should be provided at gram Panchayat level for construction of small earthquake resistant houses under this scheme. This vulnerability due earthquake can be reduced.
- Under SSA (Serva Siksha Abhiyan) whatever schools are being constructed should be earthquake resistant by following the proper guidelines. This should be instructed from the district SSA office. Also awareness should be spread at Gram Panchayat level about earthquake-resistant house by education department.
- PDS system should be made very efficient and should play a critical role during the time of disaster. As the PDS have sufficient foods in stock for providing food during crisis.
- Under NRHM special attention should be given to the diseases like Falaria, Dengu, Chickengunia and jaundice in umaria district so that epidemics can be avoided.Under this scheme proper vaccination should be carried out by the district health administration

DISTRICT DISASTER MANAGEMENT PLAN, BURHANPUR

through CHC and PHC. Apart from Special camp should be arranged at block level or Gram Panchayat level about awareness of diseases and how to be safe. Doctors should be trained to tackle the epidemic in that region. Under this scheme there should be doctors and stock of medicines related to the epidemics by which generally people of these areas are affected.

- The same way, under PMGSY (Pradhanmantri gram Sadak Yojna), proper communication should be established in Akash Koh area of Manpur block where transportation become vulnerable during rainy seasons. It should give special attention to the water logging area which is more affected during the rainy seasons. Roads should be constructed under this scheme in rural area for the proper communication from village to block. There are some areas more affected during rainy seasons transportation become very difficult so these areas should get priority.
- In order to deal with the severe cases of Drought, the components of National Food Security Mission (NFSM) should also be linked based on the relevance and according to the needs of the sufferers, in line with the criteria of the mission.

The year 2007 swept large number of slum areas and resulted in great loss and property. After the flood the construction work was linked with the development schemes like the rehabilitation of illegal slums to new homes which were constructed on higher level so as to prevent water entering.

The Nagar Nigam Palika, Burhanpur, already issued licenses since the year 2000 only to those contractors who are abiding the national laws, example minimum earthquake prone building standards etc.

C 1.1.2: Training & Capacity Building

Managing disasters using only a handful of stakeholders would be inefficient. The District Administration therefore recognizes that the DM policy will need to strengthen the resilience and capacity of NGOs, private sector and the local community to cope with disasters while simultaneously building the capacity of the Government machinery to manage disasters. Effective disaster management requires that the community especially vulnerable groups like women, landless labor etc. be fully aware of the extent of their vulnerability to disasters to reduce its impact, prior to its actual occurrence. The participation of the community and local self Governance is equally important to reduce the impact of disasters. Further, NGOs, private sector and the community must understand and be familiar with DM principles and practices, in order to know what their own responsibilities are, how they can help prevent any kind of losses occurring due to a disaster. At the district level, training programmes will be conducted in coordination with NGOs, and government training/research institutions.

DISTRICT DISASTER MANAGEMENT PLAN, BURHANPUR

C 1.1.3: Community Initiatives

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.

C 1.1.4: Risk Management Funding

The District receives limited amount of funds to deal with minor casualties or mishaps that might occur during a year and the amount is reviewed by the body (which sanctions the fund) according to the requirements of the coming year.

In case of an unexpected episode of a disaster, a new fund is sanctioned by the Govt. for the district in order to deal with the impending tribulations. These funds are granted keeping in mind the short term expenses to cover the imminent loss and the long term expenses like setting up of fire stations, watershed management, planting trees along the river etc. which would hamper the forthcoming disasters from causing a similar damage in future.

C.1.2 Preparedness Plan

According to the District Disaster Management Working Plan 2011, control rooms were formed keeping the local needs of the people in mind. Control Room was formed at three levels:

Δ District Level

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Designation of the Officers	Title
1. District Collector	Incharge
2. Superintendent of Police	Assistant
3. CEO, Zila Panchayat, Burhanpur	Member
4. Chief Medical & Health Officer, Burhanpur	Member
5. District Forest Officer	Member
6. District Commandant Homeguard	Member
7. District Incharge, NCC	Member
8. District Organization, NSS	Member

See ANNEXURE 59 for details.

Δ Department Level

Designation of the Officers	Title
1. Revenue Officer	Incharge
1. Superintendent of Police	Member
2. Public Works Department	Member
3. Public Health Engineer	Member
4. Incharge, City Police	Member
5. Commissioner, Nagar Palika Nigam	Member

See ANNEXURE 59 for details.

Δ Janpad Level

Designation of the Officers	Title
1. Tehsildar, Burhanpur	Incharge
2. Tehsildar, Neapanagar	Incharge
3. Tehsildar, Khaknar	Incharge
4. CEO, Janpad Panchayat	Member
5. Chief Medical Officer, Burhanpur	Member
6. Chief Medical Officer, Khaknar	Member
7. Thana, Incharge	Member
8. Panchayat Examiner	Member
9. Local NGOs	Members

See ANNEXURE 59 for details.

Δ Village Level

Designation of the Officers	Title
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1. Patwari	Nodal Officer
2. Village Agricultural Officer	Member
3. Forest Security	Members
4. Local Teachers	Members
5. Panchayat, Secretary	Member
6. Anganwadi Members, Local Gurujis	Members

According to the District Disaster Management Working Plan 2011-2012, different departments will form their teams and will work in coordination during the time of disasters.

Roles of various departments have been further defined as:

S. NO.	Department	Functions
01.	Revenue	Δ Overall administration
02.	Police	Δ Transportation of casualties and people affected by the disaster. Δ Check on unwanted social elements.
03.	Nagar Palika or Panchayat	Δ Providing safe shelter to the people. Δ Removal of debris. Δ Providing essential civic amenities like water etc.
04.	Health	Δ Treatment / checkup of patients.
05.	PWD	Δ Removing debris during disaster and ensure smooth flow of transportation of people to safe areas.
06.	Electricity	Δ Timely disruption of electricity at the time of disaster. Δ Maintenance of electrical equipments.
07.	Telephone	Δ Providing telephone services during and after disaster.
08.	Veterinary	Δ Carrying post - mortem of the dead livestock.

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09.	Education	Δ Ensuring cleanliness through proper disposal.
		Δ Arrangement of shelter for the affected people in schools etc. in nearby urban and rural areas.
10.	Food	Δ Providing food for the affected people. Δ Taking help of NGOs etc. for the provision of food.

See ANNEXURE 43 for details.

Ambulance Services:

Following are the contact details of the ambulances.

S. No.	City / Village Name	Car Number	Name of the Driver	Mobile Number
1.	Burhanpur city	MP 02 3590	Mr. Devendra	9424886270
2.	Burhanpur city	MP 12 02047	Mr. Antim Shah	9981826702
3.	Nepanagar	MP 02 AV 193	Mr, Ashok Jagtaf	9425952110
4.	Shahpur	MP 02 6723	Mr. Jagdamba Borse	9926763926

See ANNEXURE 62 for details.

Panchayat Relief Teams

According to the District Disaster Management Working Plan 2011, Relief Teams have also been formed in the Gram Panchayats which are prone to floods.

See ANNEXURE 60 for the details of all the 22 relief teams of different Gram Panchayats.

Fire Fighters

There are seven fire tenders in the district. Following are some of the details.

Δ Nagar Palika Parishad, Burhanpur – 02 (Ashok, MP 12 B3 3091, Kargo, MP 12 B3 3520)

Δ Nagar Nigam, Shahpur – 01

Δ Nagar Nigam, Nepanagar – 02

Δ Nepa Mill: 01

Δ Rural Burhanpur: 01

Army Arrangements

At the time of disaster, the state can be requested to provide the help for army.

Contact numbers are as follows:

Rapid Action Force, Bhopal

Telephone Number: 07480 – 2662109

Brigadier Mahu (Indore)

Mobile: 9893650455

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See ANNEXURE 63 for details.

First Aid Volunteers

See ANNEXURE 52 for details.

C.1.2.1 Pre-Disaster Warning, Alerts

Hazards	Prediction agencies	Mode of communication, info. dissemination at district level **
Ex:		
Flood	<ul style="list-style-type: none"> Δ District Control Room, Δ CWC Δ Village Control Room 	<ul style="list-style-type: none"> Δ Telephone Δ Forest wireless services Δ Other services like mobile, internet etc.
Drought	<ul style="list-style-type: none"> Δ Revenue department Δ Agriculture department Δ Zila Panchayat 	
Earthquake	<ul style="list-style-type: none"> Δ Head of Gram Panchayat / Patwaris Δ Tehsil Level Control Room Δ Zonal Officers Δ District Control Room 	<ul style="list-style-type: none"> Δ Telephone Δ Forest wireless services Δ Other services like mobile, internet etc.
Epidemics	<ul style="list-style-type: none"> Δ Nagar Palika Δ Panchayat Δ Village Health Worker Δ Anganwadi workers 	
Malaria	<ul style="list-style-type: none"> Δ Health Department Δ Zila Panchayat 	

C.1.2.2 Evacuation preparedness

On asking the DDMO, there are no general evacuation steps as such. Though evacuation steps are given specifically in the SOPs, as mentioned later.

C.1.2.3 Organizing mock drills

According to Ms. Nirmala Arora, District Coordinator Jan Abhiyaan Parishad, no mock drills are conducted amongst the community. There are no NGOs providing awareness about disaster related emergencies.

According to the homeguards, no mock drills are conducted till date.

According to the DDMO, all the village relief teams and control teams at various levels have been informed and their specific roles have been conveyed to them.

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According to Mr. G.L. Meena, Deputy Station Manager, Burhanpur, mock drills for railways are conducted once in every three months, last being on 16th March, 2012. Here the efficiency of Railway Police Force and the infrastructure laid is tested.

C.1.3 Response Plan

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,

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)

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All 5 major command functions (mentioned below) in Incident command system is to be formed and followed:

- a) Incident command
- b) Planning section
- c) Operations section
- d) Logistics section
- e) Finance/ Admin section

INCIDENT COMMAND SYSTEM

The Incident Command System (ICS) is a management system and an on-scene, all-risk, flexible modular system adaptable for natural as well as man-made disasters. The ICS has a number of attributes or system features. Because of these features, ICS has the flexibility and adaptability to be applied to a wide variety of incidents and events both large and small. The primary ICS management functions include:

Δ Command

Δ Operations

Δ Logistics

Δ Planning

Δ Finance / Administration

FIVE PRIMARY I.C.S MANAGEMENT FUNCTIONS



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The ICS seeks to strengthen the existing disaster response management system by ensuring that the designated controlling / responsible authorities at different levels are backed by trained Incident Command Teams (ICTs) whose members have been trained in the different facets of disaster response management.

The five command functions in the Incident Command System are as follows :

1. Incident Commander

The Incident Commander is responsible for all incident activity. Although other functions may be left unfilled, there will always be an Incident Commander.

2. Operations Section

Develops tactical organization and directs all the resources to carry out the Incident Action Plan.

3. Planning Section

It is responsible for the collection, evaluation, and display of incident information, maintaining status of resources, and preparing the Incident Action Plan and incident related documentation.

4. Logistics Section

Provides resources and all other services needed to support the organization.

5. Finance / Administration Section

Monitors costs related to the incident, provides accounting, procurement, time recording, cost analysis, and overall fiscal guidance.

District Level Incident Response

At the district level, there will be one District Headquarters Team with the primary function of assisting the District Collector or in handling tasks like general co-ordination, distribution of relief materials, media management and the overall logistics. Suitable officers from the district administration will be carefully selected and professionally trained for the different ICS positions in order to constitute the District Level.

Incident Command Teams. (DICTs)

The teams will focus on the operational aspects of response management, duly supported by other functions in ICS, e.g. Planning, Logistics, Finance/Administration, etc. The officers drawn for this assignment will be carefully selected by the District Collector depending upon their fitness, ability and aptitude for any of the DICT positions and they will be professionally trained to fulfil their assigned roles. Arrangements will also be made for ensuring their mobilization in a time-bound manner for their deployment to the trouble spot. Due consideration for the appropriate level of seniority will be given while constituting the teams. The team personnel may be selected from the General Administration / Revenue Department which traditionally handles disaster response in our country, the option to pick up willing and capable personnel from any other department for taking up

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specific positions in the DICT will be left open. For some positions, a suitable number of additional personnel will be trained as reserve for taking care of contingencies like transfers, promotions, etc.

For the position of the Incident commander, a suitable officer of the rank of Additional District Magistrate will be preferred. The District Level Incident Command Teams will function under the overall control of the Collector / District Magistrate. The State governments can also deploy the DICTs to other districts depending upon the magnitude of the disaster.

Training And Rank Requirements For District Headquarters Team

Category A

Collector/District Magistrate/Additional District Magistrate/Sub divisional Magistrate, ICS for Executives, Basic/Intermediate ICS, Incident Commander, Advance ICS, Area Command.

Category B

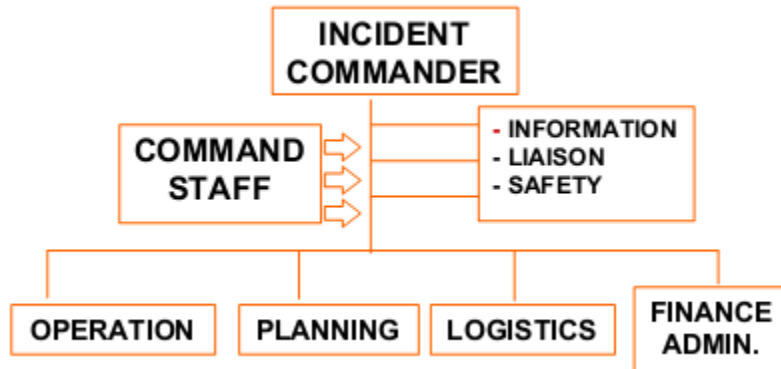
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Sr. No.	ICS Position	Rank Requirement	Training Requirement
1	Headquarters Co-coordinator	ADM/Senior Dy. Collector	Basic/Int. ICS, Incident Manager, Advanced ICS, Area Command
2	Dy. Headquarters Co-coordinator	Deputy Collector/ Equivalent ranks	Basic/Int. ICS, Incident Manager, Advanced ICS, Area Command
3	Liaison Officer	Deputy Collector/ Equivalent ranks	Basic/Int. ICS, Liaison Officer, Advanced ICS.
4	Information Officer	Deputy Collector/ Equivalent ranks	Basic/Int. ICS, Information Officer.
5	Planning Section Chief	Deputy Collector/ Equivalent ranks	Basic/Int. ICS, Planning Section Chief, Advanced ICS, Area Command
6	Logistic Section Chief	Deputy Collector/ Equivalent ranks	Basic/Int. ICS, Logistic Section Chief, Advanced ICS, Area Command
7	Air Operations Officer	Deputy Collector/ Equivalent ranks	Basic/Int. ICS, Advanced ICS, Area Command
8	Finance/Adm. Section Chief	Deputy Collector/ Equivalent ranks	Basic/Int. ICS, Advanced ICS, Area Command
9	Situation Unit Leader	Deputy Collector/ Equivalent ranks	Basic/Int. ICS, Situation Unit Leader
10	Resource Unit Leader	Deputy Collector/ Equivalent ranks	Basic/Int. ICS, Resource Unit Leader
11	Receiving and Distributing Branch Director	Deputy Collector/ Equivalent ranks	Basic/Int. ICS, Self Study
12	Mobilization Branch Director	Deputy Collector/ Equivalent ranks	Basic/Int. ICS, Self Study
13	Other Positions. (Technical Specialist /	Line department representatives	Basic/Int. ICS, Job Aids Self Study

ICS Organization in Detail

The ICS organization is built around five major functions that are applied to any incident whether it is large or small. Unified Command, which is a management method to use for multi-jurisdictional and /or multi-agency events, is a major feature of ICS.

DISTRICT DISASTER MANAGEMENT PLAN, BURHANPUR



1. Role and Responsibilities of ICS Staff

The following represents the major responsibilities and duties of the Incident Commander. The incident commander's responsibility is the overall management of the incident. The Incident Commander may have a deputy who may be from the same agency, or from an assisting agency.

1.2 Incident Commander

Major responsibilities and duties of Incident Commander:

- △ Assesses the situation and/or obtain a briefing from the prior Incident Commander.
- △ Determine incident objectives and strategy.
- △ Establish the immediate priorities.
- △ Establish an incident command post.
- △ Establish an appropriate organization.
- △ ensure planning meetings are scheduled as required.
- △ Approve and authorize the implementation of an Incident Action Plan.
- △ Ensure that adequate safety measures are in place.
- △ Co-ordinate activities for all Command and General Staff.
- △ Coordinate with key people and officials.
- △ Approve requests for additional resources or for the release of resources.
- △ Keep agency administrator informed of incident status.
- △ Approve the use of students, volunteers, and auxiliary personnel.
- △ Authorize release of information to the news media.
- △ Order the demobilization of the incident when appropriate.

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1. Establish an Incident Command Post (ICP)

The ICP will be wherever the Incident Commander is located. As the incident grows, it is important for the Commander to establish a fixed location for the ICP and to work from that location. The ICP provides a central coordination point from which the Incident Commander, Command Staff and Planning functions will normally operate. The ICP can be any type of facility that is available and appropriate, e.g., vehicle, trailer, tent, an open area or a room in a building. The ICP may be located at the Incident Base if that facility has been established. Once established, the ICP should not be moved unless absolutely necessary.

2. Establish the Immediate Priorities

First Priority is always safety of:

Δ People involved in the incident

Δ Responders

Δ Other emergency workers

Δ Bystanders

Second Priority:

Δ Incident Stabilization

Stabilization is normally tied directly to incident complexity.

When considering stabilizing the Incident Commander must:

Δ Ensure life safety

Δ Ensure Protection of life and property

Δ Stay in Command

Δ Manage resources efficiently and cost effectively

2. Determine Incident Objectives, Strategy, and Tactical Direction

It is safe to say that all agencies employ some sequence of steps to meet incident-related goals and objectives. Several different approaches have been suggested. Some of these have more steps and are more detailed than others. A suggested four-phased approach is offered below:

A. Know Agency Policy

The Incident Commander may not always be an employee of the agency or jurisdiction experiencing an incident. Therefore he must be fully aware of agency policy. This includes any operating or environmental restrictions, and any limits of authority. Agencies will vary on how this policy is made known to the Incident Commander. Agency policy can affect the establishment of incident objectives.

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B. Establish Incident Objectives

Incident Objectives are statements of intent related to the overall incident. For some kinds of incidents the time to achieve the objectives is critical. The following are some single examples of Incident Objectives for several different kinds of incidents:

Δ Release all hostages safely with no further casualties.

Δ Stop any further flow of toxic material to riverbed.

Δ Contain fire within existing structures.

Δ Search all structures for casualties.

C. Develop Appropriate Strategy

Strategy describes the general method that should be used either singly or in combination that will result in achieving the incident objective.

D. Execute Tactical Direction

Tactical Direction describes what must be accomplished within the selected strategies in order to achieve the incident objectives. Tactical Direction consists of the following steps:

1. Establish Tactics

Determine the tactics that are to be used appropriate to the strategy. The tactics are normally established to be conducted within an operational period.

2. Assign Resources

Determine and assign the kind and type of resources appropriate for the selected tactics.

3. Monitor Performance

Performance monitoring will determine if the tactics and resources selected for the various strategies are both valid and adequate.

4. Monitor Scene Safety

Public safety at the scene of an incident is always the top priority. If the incident is complex, or the Incident Commander is not tactical expert in all the hazards present, a Safety Officer should be assigned. Hazardous materials incident requires the assignment of a Safety Officer.

5. Establish and Monitor Incident Organization

One of the primary duties of the Incident Commander is overseeing the Management organization. The organization needs to be large enough to do the job at hand, yet resource used must be cost effective.

6. Manage Planning Meetings as Required

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Planning meetings and the overall planning process are essential to achieving the incident objectives. On many incidents, the time factor does not allow prolonged planning. On the other hand, lack of planning can be more disastrous. Proactive planning is essential to consider future needs.

7. Approve and Authorize the Implementation of an Incident Action Plan

Plans can be oral or written. Written plans should be provided for multi-jurisdiction or multi-agency incidents, or when the incident will continue for more than one Operational Period.

8. Approve Requests for Additional Resources or for the Release of Resources

On small incidents, the IC will personally determine additional resources needed and order them. As the incident grows in size and complexity, the ordering responsibility for required resources will shift to the Logistics Section Chief and to the Supply Unit if those elements of the organization have been established.

9. Authorize Release of Information to the News Media

The sophistication of modern news gathering methods and equipment make it very important that all incidents have procedures in place for managing the release of information to the media, as well as responding appropriately to media inquiries. There are three important staff functions that are the responsibility of the Incident Commander unless Command Staff positions are established. Commander unless Command Staff positions are established.

Δ Public Information and media relations

Δ Maintaining liaison with assisting and co-operating agencies

Δ Ensuring safety

1.3 Information Officer

The information officer is responsible for developing and releasing information about the incident to the news media, to incident personnel, and to other appropriate agencies and organizations. Reasons for the IC to designate an Information Officer

Δ An obvious high visibility or sensitive incident media demands for information may obstruct IC effectiveness.

Δ Media capabilities to acquire their own information are increasing.

Δ Reduces the risk of multiple sources releasing information.

Δ Need to alert, warn or instruct the public

The Information Officer should consider the following when determining a location to work at the incident.

Δ Be separate from the Command Post, but close enough to have access to information.

Δ An area for media relations and press/media briefings must be established.

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Δ Information displays and press hand-outs may be required.

Δ Tours and photo opportunities may have to be arranged.

1.4 Liaison Officer

Incidents that are multi-jurisdictional, or have several agencies involved, may require the establishment of the Liaison Officer position on the Command Staff. The Liaison Officer is the contact for Agency Representatives assigned to the incident by assisting or co-operating agencies. These are personnel other than those on direct tactical assignments or those involved in an Unified Command.

Reasons for the IC to designate a Liaison Officer

Δ When several agencies send, or plan to send, agency representatives to an incident in support of their resources.

Δ When the IC can no longer provide the time for individual co-ordination with each agency representative.

Δ When it appears that two or more jurisdictions may become involved in the incident and the incident will require on-site liaison.

1.5 Safety Officer

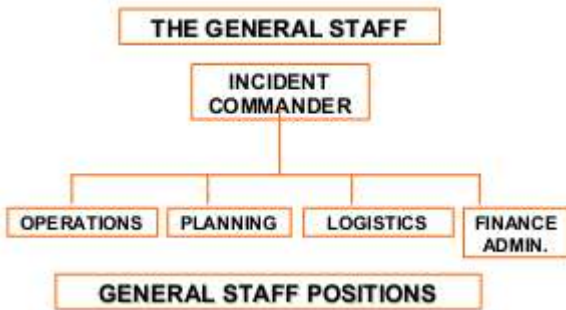
The Safety Officer's function on the Command Staff is to develop and recommend measures for assuring personnel safety, and to assess and/or anticipate hazardous and unsafe situations. Only one Safety Officer will be assigned for each incident. The Safety Officer may have assistants as necessary, and the assistants may also represent assisting agencies or jurisdictions. Safety assistants may have specific responsibilities such as air operations, hazardous materials, etc. The Safety Officer will correct unsafe situations by working through the chain of command. However, the Safety Officer may exercise emergency authority to directly stop unsafe acts if personnel are in imminent life-threatening danger.

2. Role and Responsibilities of ICS General Staff

The General Staff consists of the following positions:

1. Operations Section Chief
2. Planning Section Chief
3. Logistics Section Chief
4. Finance/Administration Section Chief

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2.1 Operations Section

The Operations Section is responsible for managing all tactical operations at an incident. The build-up of the Operations Section is generally dictated by the number of tactical resources involved and span of control considerations. The Operations Section consists of the following components:

- Δ Ground or surface-based tactical resources
- Δ Aviation (Air) resources – helicopters and fixed-wing aircraft
- Δ Staging Areas

1. Ground or Surface-based Tactical Resources

There are three ways of organizing tactical resources on an incident. The determination of how resources will be used will be determined on the application area and the tactical requirement. Resources can be used as:

- Δ Single Resources
- Δ Task Forces
- Δ Strike Teams

Depending on the need, tactical resources can be placed into an operations organization made up of:

- Δ Resources reporting to the Incident Commander or Operations Section
- Δ Chief
- Δ Divisions or Groups
- Δ Branches

2. Aviation (Air) Resources

Many incidents require the use of tactical or logistical aircraft to support the incident. In ICS, all aviation resources assigned for exclusive use of the incident are assigned to the Operations Section. These include aircraft providing logistical support.

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The Operations Section Chief may establish a separate Air Operations Branch when

- △ The complexity of air operations and/or the number of aircraft assigned to the incident requires additional management support
- △ The incident requires both tactical and logistical use of air support
- △ When the air operations organization is formally established on an incident, it will be set up as an Air Operations Branch within the Operations Section.

3. Staging Areas

The third component of the Operations Section is the Staging Area. An ICS Staging Area is a temporary location for placing resources available for incident assignments. All resources within the Staging Area belong to the incident. Resources assigned to a Staging Area are available on a three minute basis to take on active assignment. Staging Area are temporary facilities. They can be set up at any appropriate location in the incident area and moved or deactivated as needed. Staging Area Managers report to the Operations Section Chief or to the Incident Commander.

2.2 Planning Section

In ICS, the Planning Section is responsible for managing all information relevant to an incident. When activated, the Planning Section Chief who is a member of the General Staff manages the Section. The Planning Section collects, evaluates, processes, and disseminates information for use at the incident. Dissemination can be in the form of the Incident Action Plan, formal briefings, or through map and status board displays. Some incidents may require personnel with specialized skills to be temporarily assigned to the Planning Section. These persons are called Technical Specialists such as

- △ Chemist
- △ Hydrologist
- △ Geologist
- △ Meteorologist
- △ Training Specialist

There are four units within the Planning Section that can be activated as necessary

1. Resources Unit
2. Situation Unit
3. Documentation Unit
4. Demobilization Unit

Common responsibilities of Unit Leaders are listed below:

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- △ Obtain briefing from the Section Chief
- △ Participate in incident
- △ Determine current status of unit activities
- △ Confirm dispatch and estimated time of arrival of staff and supplies
- △ Assign specific duties to staff, supervise staff
- △ Develop and implement accountability, safety, and security measures for personnel and resources
- △ Supervise demobilization of the unit, including storage of supplies
- △ Provide Supply Unit Leader with a list of supplies to be replenished
- △ Maintain unit records, including Unit Log

1. Resources Unit

This Unit is responsible for maintaining the status of all assigned resources at an incident. It achieves this through:

- △ Overseeing the check-in of all resources
- △ Maintaining a status-keeping system indicating current location and status of all the resources.
- △ Maintenance of a master list of all the resources, e.g. key supervisory personnel, primary and support resources, etc.

2. Situation Unit

The collection, processing, and organizing of all incident information takes place within the Situation Unit. The Situation Unit may prepare future projections of incident growth, maps, and intelligence information. Three positions report directly to the Situation Unit Leader:

- △ Display Processor – maintains incident status information obtained from
- △ Field Observers, resource status reports, etc. information is posted on maps and status boards as appropriate.
- △ Field Observer – Collects and reports on situation information from the field.
- △ Weather Observer – Collects current weather information from the weather service or an assigned meteorologist.

3. Documentation Unit

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The Documentation Unit is responsible for the maintenance of accurate, up-to-date incident files. Duplication services will also be provided by the Documentation Unit. Incident files will be stored for legal, analytical, and historical purposes.

4. Demobilization Unit

The Demobilization Unit is responsible for developing the Incident Demobilization Plan. On large incidents, demobilization can be quite complex, requiring a separate planning activity. Planning for demobilization should begin at the early stages of an incident, particularly in the development of rosters of personnel and resources, thus ensuring the efficient and safe demobilization of all the resources.

5. Technical Specialists

Certain incidents or events may require the use of Technical Specialists who have specialized knowledge and expertise. Technical Specialists may function within the Planning Section, or be assigned wherever their services are required. In the Planning Section, Technical Specialists may report to the following:

Δ Planning Section Chief

Δ Designated Unit Leader

Some examples of the more commonly used specialists are :

Δ Meteorologist

Δ Environmental Impact Specialist

Δ Flood Control Specialist

Δ Water Use Specialist

Δ Fuels and Flammable Specialist

Δ Hazardous Substance Specialist

Δ Fire Behavior Specialist

Δ Structural Engineer

Δ Training Specialist

2.3 Logistics Section

The Logistics Section is responsible for the following:

Δ Facilities

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Δ Transportation

Δ Communications

Δ Supplies

Δ Equipment maintenance and fuelling

Δ Food Services

Δ Medical Services

Δ Ordering Resources

The Logistics Section Chief 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:

Δ Supply Unit

Δ Facilities Unit

Δ Ground Support Unit

Δ Communications Unit

Δ Food Unit

Δ Medical Unit

1. Supply Unit

The Supply Unit is responsible for ordering, receiving, processing and storing all incident-related resources. All off-incident resources will be ordered through the Supply Unit, including:

Δ Tactical and support resources (including personnel)

Δ All expendable and non-expendable support supplies.

Two Managers report directly to the Supply Unit Leader:

Δ Ordering Manager – places all orders for incident supplies and equipment.

Δ Receiving and Distribution Manager – receives and distributes all supplies and equipment (other than primary tactical resources) and is responsible for the service and repair of tools and equipment.

2. Facilities Unit

This unit is responsible for set-up, maintenance, and demobilization of all incident support facilities except Staging Areas. These facilities are:

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Δ Incident Command Post

Δ Incident Base

Δ Camps

Δ Other facilities within the incident area to be used for feeding, sleeping, and sanitation services.

The Facilities Unit will also provide security services to the incident as needed.

Three managers report directly to the Facilities Unit Leader. When established at an incident, they have important responsibilities.

- a) Security Manager – provides safeguard necessary for protection of personnel and property from loss and damage.
- b) Base Manager – ensures that appropriate sanitation, security, and facility management services are in place at the Base.
- c) Camp Manager – On large incidents, one or more camps may be established. Activities at the camps may include many of those regularly performed at the Base. Camp Managers are responsible for providing non-technical coordination for all the units operating within the camp.

3. Ground Support Unit

The Ground Support Unit is responsible for the maintenance, service, and fuelling of all mobile equipment and vehicles. The Unit also has responsibility for the ground transportation of personnel, supplies, and equipment and the development of the Incident Traffic Plan.

4 Communications Unit

The Communications Unit is responsible for developing plans for the use of incident communications equipment and facilities, installing and testing of communications equipment, supervision of the Incident Communications Center, and the distribution and maintenance of communications equipment.

5. Food Unit

The Food Unit is responsible for supplying the food needs for the entire incident, including all remote locations as well as providing food for personnel unable to leave tactical field assignments. Planning is essential to the efficient supply of food. The Food Unit must anticipate the number of personnel to be fed and develop plans for supplying food to all incident areas.

6. Medical Unit

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The Unit will develop an Incident Medical Plan, develop procedures for managing major medical emergencies, provide medical aid, and assist the Finance/ Administration Section with processing injury-related claims.

3. Finance / Administration Section

The Finance/Administration Section is responsible for managing all financial aspects of an incident. There are four units, which may be established within the Finance/Administration Section :

Δ Time Unit

Δ Procurement Unit

Δ Compensation /Claims Unit

Δ Cost Unit

1. Time Unit

The Time Unit is responsible for ensuring the accurate recording of daily personnel time, compliance with specific agency time recording policies, and managing commissary operations if established at the incident.

2. Procurement Unit

All financial matters pertaining to vendor contracts, leases and fiscal agreements are managed by Procurement Unit. The Procurement Unit establishes local sources for equipment and supplies, manages all equipment rental agreements and processes all rental and supply fiscal document billing invoices.

3. Compensation / Claims unit

The Claims Unit is responsible for investigating all claims involving property associated with or involved in the incident. This can be an extremely important function on some incidents.

Two Specialists report to the Compensation / Claims Unit Leader:

Δ Compensation –for- injury Specialist - Administers financial matters arising from serious injuries and deaths on an incident. Work is done in close cooperation with the Medical Unit.

Δ Claims Specialist – manages all claims related activities (other than injury) for an incident.

4. Cost Unit

The Cost Unit provides all incident cost analysis. It ensures the proper identification of all equipment and personnel requiring payment, records all cost data, analysis and prepares estimates of incident costs, and maintains accurate records of incident costs.

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C.1.3.4 Rapid damage assessment & reporting

Rapid Damage Assessment Team to be set up immediately after disaster. It should include Z.P. members, agricultural officer to assess the crop damage, executive engineer of PWD to assess the damaged houses, S.P to maintain the law and order situation, NGOs and volunteer organizations, Tahsildar, etc.

This team may immediately assess the damage undergone due to disaster and report it to the concerned department to get the immediate relief material from the government and also the foreign aid. Damage assessment procedures are required to avoid litigations and delays in gratuitous relief and compensation, including insurance.

Please check further with Revenue Deptt. about the rapid damage assessment reporting procedure and the existing format, to cover all relevant aspects in that as well. Reference format enclosed below.

Table 1.3.4

INITIAL ASSESSMENT REPORT											
1	NATURE OF DISASTER:										
2	DATE OF OCCURRENCE:						TIME:				
3	<i>DAMAGE AND LOSS ASTIMATES</i>										
	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	<i>INFRASTRUCTURE DAMAGE</i>										
	Name of the Site (Village, Block, Tehsil)	Housing	Agriculture	Animals	Water source	Road and bridge	Power	Communication	Govt Building	Others	

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5	NEED ESTIMATES									
	<i>Name of the Site (Village, Block Tehsil)</i>	<i>Medical Needs</i>	<i>Population requiring shelter</i>	<i>Clot hes</i>	<i>Fo od</i>	<i>Water</i>	<i>Sanitati on</i>	<i>Any Other</i>		
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:									

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C.1.3.5 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.

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 Burhanpur 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.

C.1.3.7 Logistic arrangements

The website idrn.gov.in shows zero inventories.

However according to the District Disaster Management Working Plan 2011 – 2012 following are the list of equipments:

S.NO.	Equipments	Quantity
01.	Lifebuoys	05
02.	Life Jacket	10
03.	Rope	02

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04.	Dragon Light	03
05.	P.A. System	02
06.	Loud Heller	02
07.	Gum Boot	08
08.	Helmet	10
09.	Rain Coat	09
10.	Hoe	50
11.	Spade	100
12.	Pan	200
13.	Bucket	100
14.	Pry bar / wrecking bar	20
15.	Ladder	02Big 02 Small
16.	Rope	50 (20 feet long)
17.	Blanket	100
18.	Farmer Torch	20
19.	Hand Gloves (Rubber)	50 pair
20.	Volunteers / Labors	As required
21.	Handcraft / Auto / Tractor / Trolley / Jeep	As required
22.	Gas welder / Cutter	As required
23.	JCB	As required

See ANNEXURE 44 for details.

According to Mr. Sanjay Soni, The RTO office in the district was inaugurated on 02nd April, 2012.

All the details of private and government cars and busses are available at RTO office, Khandwa district.

RTO office, Burhanpur only manages licenses. According to the officials, approximate number of private busses is 126. There is no state transportation.

There are around 350 private cars registered with MP68 numbers, while the remaining is registered from Khandwa MP12.

Approximate number of 4 wheelers – 20,000 – 25,000

Approximate number of 2 wheelers – 70,000 – 85,000

Contact Details:

Mr. Sanjay Soni,

RTO, Telephone: 2248684,

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Mobile: 9425415195

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

**Only schools are available as make shift camps / shelters according to DDMO.
See ANNEXURE 64 for details.**

C.1.3.10 Water and Sanitation (WATSAN)

All the water related problems like providing portable water at the time of floods are looked after by the Nagar Nigam.

It is their responsibility to provide water to the citizens at the time of calamity.

In other days, the problems of water scarcity are also taken by Nagar Nigam. Shortage of water supply in colonies, residential areas etc. is supplemented by water tankers. Lately there are water tanker shortages during the months of May – June when the water requirements are on high.

Nagar Nigam is also responsible for cleaning and de-silting of nallas which is also a major source of water logging in the city of Burhanpur. Lately it has also constructed one nalla which will help to reduce water logging at the time of monsoons.

See ANNEXURE 14 for the details of Nallas.

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Similarly, in rural areas it is the responsibilities of the Gram Panchayats to provide needful assistance to its people.

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 persons search/media management

Department of Public Relation plays the media management role in the district. According to Mr. Sunil Verma, the PR Officer of the district, PRO has a vital role to play especially in situation of a disaster. According to him, it is the duty of the PRO to tell the world about the crisis through the eyes of the media. The office of PRO needs to be alert and available 24 X 7. What are the number of casualties, economic loss to the district, livestock etc. all must be reported accurately.

The media should not create hype which may cause confusion and will further aggravate the situation. At time of emergency, there must be daily press conferences in which either the collector or some higher officials must address the media. He also emphasized that the role of media during emergencies must be that of responsibility. Giving example of the communal riots in the year 2008 in Burhanpur, he cites how responsibly the media acted and which became a major factor in reducing tensions.

C.1.3.13 Animal care

Veterinary Department makes special provisions to handle any disaster especially floods which are more common and prominent in some areas in the district. Small packets for livestock are prepared which are made available to each and every village.

Also teams are formed comprising of a vet doctor, compounder etc. which are assigned 3 – 4 villages. These teams have to make visits time and again and inspect the livestock.

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As far as disposal of carcass is concerned is concerned, it is the duty of the municipality / Gram Panchayats and the veterinary department. There are sanitary staffs which are assigned roles to dig pits and cremate the carcass there.

For restoration after disaster, special arrangements are made which comprise of vaccination, fodder and supplements. These are made available to each and every village in the district.

C.1.3.14 Management of deceased

For the disposal of carcass, it is the duty of the municipality / Gram Panchayats and the veterinary department. There are sanitary staffs which are assigned roles to dig pits and cremate the carcass there.

C.1.3.15 Civil Defense and Home Guards

Details given in the disaster specific SOPs.

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

According to Ms. Nirmala Arora, district coordinator Jan Abhiyaan Parishad, no NGOs are working in this field of disaster control. See ANNEXURE 57 for the list of NGOs in the district.

C.1.3.18 Media Management

Provide strategy 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.

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On making special arrangements at time of emergencies, Mr. Sunil Verma agreed to issue appeals. Help from mass media like News Papers, pamphlets etc will also be taken to address public grievance.

See ANNEXURE 65 for details.

C.1.3.19 Fire Services

With Nagar Palika Parishad, Burhanpur, there are 07 fire tenders in the district.

The number of fire tenders is as follows:

Δ Nagar Palika Parishad, Burhanpur – 02 (Ashok, MP 12 B3 3091, Kargo, M7P 12 B3 3520)

Δ Nagar Nigam, Shahpur – 01

Δ Nagar Nigam, Neapanagar – 02

Δ Nepa Mill: 01

Δ Rural Burhanpur: 01

See ANNEXURE 66 for details.

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.

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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 Burhanpur 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.

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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 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

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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.

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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.

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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 2 Standard Operating Procedures (and Checklists)

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. 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.

C 2.1 SOPs for all concerned Line Departments

SOPs for Revenue, Home, Irrigation Dept, Electricity Dept, Transport, Health, Power, Media, Agriculture Dept, Police, Dept of Industries, District Medical Officer, Public Works Dept, Telecommunication Dept, Rural Water Supply & Sanitation Dept, Veterinary Dept, Fire Service, Civil Defence, Municipal Board, Transport, Town Planning, Food & Civil Supplies Dept. and all other concerned departments, will be prepared and maintained.

Standard Operating Procedures for all relevant departments will be prepared in following format:

The District Disaster Management Working Plan 2011 -2012 broadly defines the roles and responsibilities of each and every department from a bird's eye view.

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Table 40

S. NO.	Team	Government Department
01.	Lead	Revenue Department
02.	Security	Police, Home guard
03.	Surveillance	Revenue, Forest, Home guard
04.	Security / Safety	Police, Home guard, NCC / NSS
05.	Relief	Revenue, Forest, RTO, NSS
06.	Rehabilitation	Forest, PWD, Rural Engineering Department, Civil Surgeon
07.	Food	Food
08.	Cleanliness	Local Administration, Nagar Palika / Panchayat
09.	Treatment	Health
10.	Dead body Disposal	Local Administration, Nagar Palika / Panchayat
11.	Labor	PWD, Rural Engineering Department, Civil Surgeon
12.	Electricity	Madhya Pradesh State Electricity Board
13.	Water	Local Administration, Nagar Palika / Panchayat
14.	Community Awareness	Department of Public Relation, Panchayat, Samaj Kalyan Vibhag, NGOs
15.	Information & Broadcasting	Information & Broadcasting
16.	Assessment (List of buildings that have completed their life)	Nagar Palika / PWD
17.	Fire Fighting	Police, Fire Brigade
18.	Livestock and disposal of dead bodies	Veterinary
19.	Women and Child welfare	Women & child department
20.	Finance	Revenue, Red cross Society, NGOs, CSOs, Trader Union

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Non Disaster Time

- △ Convene the meetings of District Disaster Management Authority.
- △ Update the District Disaster Management Plan Quarterly / Yearly.
- △ Maintain and activate the District level, Urban level and Block level Control Rooms.
- △ Establish communications with all stakeholders for purpose of receiving and sending warning and information exchange through district control room.
- △ Establish warning systems between the local to district level and with media.
- △ Ensure laying down construction norms for all types of buildings and infrastructure.
- △ Ensure identification of safe places for establishment of relief camps and confirming their suitability.
- △ Appoint In-charge Officers of Response base.
- △ Check upon inventory of resources.
- △ Ensure capacity building of the community and all departmental staff.
- △ Check the supplied of food grains through the Public Distribution System.
- △ Seek tenders / quotations for all the relief items and fix the rates and suppliers
- △ Ensure formalizing rate contracts- All departments that require hire of manpower and purchase of material during emergencies.
- △ Ensuring to create and pre-dominate teams, transport, material and equipment for responding to the disaster incident.
- △ Constitute / activate Village – Level Preparedness Teams with the help of PRIs, local NGOs, and revenue officials
- △ Prepare a list of transit / temporary shelters, and check upon their suitability for accommodating people.

Warning Time

- △ Establish communications with all stakeholders for purpose of receiving and sending warning and information exchange through district control room.
- △ Call for emergency meeting to take stock of the situation. Develop a strategy and objectives.
- △ Prepare a transportation plan for supply of relief items.
- △ If pre-quake vibrations are felt and if the central agencies advise, prepare for evacuation plan for population from dangerous buildings.
- △ Recall important functionaries from leave; communicate to the staff to man their places of duties like the ward and divisional offices and respective departments.
- △ Ensure that panic does not occur.
- △ Activate all emergency communications.

During Disaster

- △ Establish communications with all stakeholders for purpose of receiving and sending warning and information exchange through district control room.
- △ Ensure to establish and manage relief camps through life line departments.
- △ Prepare a list of relief items to be distributed
- △ Prepare an evacuation plan for the villages which are marooned / devastated.
- △ Activation of help lines through police and health departments and district public relations office.
- △ Ensure media briefing through DPRO Appoint.
- △ Ensure preparation of rehabilitation plan for displaced population through Town and Country

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Planning, ULBs/PRIs, etc.

- △ Coordinate with Army, Indian Air Force, and Navy for support towards rescue, evacuation and relief.
- △ Ensure that panic does not occur.
- △ Revenue staff to reconnoiter on ground and send intelligence regarding situation in their areas.
- △ Ensure Provision of Nutritional aspects of food for disaster victims.

After Disaster

- △ Ensure damage and need assessment through teams formed through concerned departments.
- △ Convene meetings of NGOs, Youth Clubs, Self Help Groups, etc. in the district, and assign them specific responsibilities for relief, recovery and rehabilitation.
- △ Ensure disposal of dead bodies and carcasses through Police, Medical, NGOs, Public Health and Forest Department.
- △ Ensure general cleaning of the entire city area through water and sanitation, Municipal Corporation, Public Health Department, etc.
- △ Ensure collation of expense accounts for sanctions and audits.
- △ Ensure disbursement of Compensation.
- △ Ensure Provision of Nutritional aspects of food for disaster victims.

Standard Operating Procedures for the Police

In-charge Officer: Senior Superintendent of Police

Non Disaster Time

- △ Identify Disaster Prone area in the district
- △ Establish coordination with the State Armed Police and Defence and Home Guards.
- △ Installation of radio communications at
 - District Control Room, Deputy Commissioner and SP Office
 - Control room at affected site.
 - Departmental Offices within the District & Division
- △ Keep the police vehicles and other modest transport in readiness for deployment of the police.
- △ Designate an area, within Police Station to be used as help line centre for public.
- △ Organize training and mock-drill for police officer to handle disaster/crisis situation.
- △ In conjunction with other government offices, activate a public help- line to:
 1. Respond to personal inquiries about the safety of relatives in the affected areas;
 2. Respond to the many specific needs that will be given.
 3. Serve as a rumor control centre.
 4. Confidence building among the public.

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Warning Time

- △ Prepare a Deployment Plan for the Police force, based on the needs of the most vulnerable areas.
- △ Within the affected district/sub-division, all available personnel will be made available to the Deputy Commissioner. If more personnel are required, the out of station officers or those on leave may be recalled.
- △ Call for emergency meeting to take stock of the situation. Develop a strategy and objectives.
- △ Establish coordination with the Fire Services.
- △ Coordinate with military service personnel in the area.
- △ Manage Traffic/Crowd. Recall important functionaries from leave; communicate to the staff to man their places of duties like the ward and divisional offices and respective departments.

During Disaster

- △ Ensure that a sufficient number of police force is available for responding to the disaster situation.
- △ Constitute 'Search & Rescue' Teams from the Police force, and arrange training for these units. There should be at least one Search and Rescue Team for every district. However some of the district may have more than one 'Search and Rescue Team' depending upon the area and magnitude of disaster.
- △ Check the wireless communication network, and secure additional wireless sets for deployment during a disaster.
- △ Review and update precautionary measures and procedures and review with staff the precautions that have been taken to protect equipment
- △ Provide guards wherever needed particularly for staging area of cooperative food etc stores and distribution centres.
- △ Provide convoys for relief materials.
- △ All evacuation must be reported to District Magistrate/ Deputy Commissioner and Senior Superintendent of Police immediately.
- △ Dispatch Police to systematically identify and assist people and communities in life- threatening situation.
- △ With the assistance of health professional, help injured people and assist the community in organizing emergency transport of seriously injured to medical treatment centers.
- △ Ensure that the police stations with staff are functioning in disaster situation.
- △ Assess and Identify road for following conditions/facilities.
 - One Way
 - Blocked
 - Alternate route
 - Overall Traffic Management
 - Other access roads
- △ Provide security in transit and relief camps, affected villages, hospitals, and medical centers and identify areas to be cordoned off.
- △ Transport carrying transit passengers (that is, passengers travelling through trains or buses and passing through the district) should be diverted away from the affected area.
- △ Ensure security of installations.
- △ Provide security arrangements for visiting VVIPs and VIPs.
- △ Assist district authorities to take necessary action against Hoarders, Black Marketers and those

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found manipulating relief material.

△ Make officers available to inquire into and record deaths, as there is not likely to be time or personal available, to carry out Standard Post-mortem Procedures.

△ Monitor the needs and welfare of people sheltered in relief camps.

△ Adequate Security to International Agencies/Countries personnel for Search & Rescue,

Medical Assistance and Security for their relief material and equipments etc.

After Disaster

△ The SSP will ensure that all field staff and stationed officers submit the necessary action reports to control room.

△ Under appropriate security, Law and Order, the evacuation of community and livestock should be undertaken with assistance from community leaders.

△ Assist and encourage the community in road-cleaning operation.

Standard Operating Procedures for Irrigation Department

In-charge Officer: Superintendent Engineer, Irrigation

Non Disaster Time

△ Prepare and update the disaster risk map of the district. The map should show the vulnerability and risks of the critical infrastructure related to irrigation and also whether alternate source of H₂O within the district.

△ Prepare a contingency plan for the maintenance and repairs of Bundhs and embankments

△ Review and update precautionary measures and procedures.

△ Recall important functionaries from leave; communicate to the staff to man their places of duties like the ward and divisional offices and respective departments.

△ Check the wireless network connecting flood stations and undertake necessary repairs.

△ Set up the protocol for exchange of information with Flood Control Rooms at State, National and International levels.

△ Set up the protocol for reporting of flood situation to the District Magistrate / District Control Room.

△ Establish radio communications with District Control Room, Divisional Commissioner, and department offices.

△ Identify Bundhs, which are critical for disaster protection and control.

△ Prepare a list of critical Bundhs, which need repairs and reinforcement after the last floods. Submit a list of these Bundhs to the District Magistrate and the state government, and ask for necessary financial allocation.

△ Commence repairs of critical Bundhs in the month of January every year after surveying the damages of floods/disaster last year, and ensure that all the repairs are completed in the month of May.

△ Provide special attention to those places where the Bundhs were breached and repaired during the last floods/disaster last year. These are the Bundhs, which will be threatened first, when the floods approach.

△ Undertake channel improvement for rivers and nalas to the extent possible.

△ Undertake de-silting / cleaning of Nalas and canals to improve the flow of water.

△ Check all the siphons and regulators on the Bundhs and canals. Clean siphons before the

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monsoon. Increase their capacity or replace them if the size of siphons and regulators is too small to prevent water from flowing in.

Δ Keep in readiness essential tool kits and protection material at critical places for emergency deployment. These may include:

- Empty Cement Bags
- Boulders
- Ropes
- Sand
- Wire mesh
- Shovels
- Baskets
- Lights
- First Aid Kit

Δ Organize round the clock inspection and repair of:

- Bunds
- Dams
- Irrigation channel
- Bridges
- Outverts
- Control gates
- Overflow channels

Δ The emergency tool kits with each technical assistant should be checked.

Δ Organize round the clock inspection and repair of:

- Pumps
- Generators
- Motor equipment
- Station building

Δ Officers should ensure that all staff is well aware of precautions to be taken to protect their own lines and personal property.

Δ The officers on site should ensure that the level of impounding in the lakes is reduced to create increased capacity and coordinate the same with officers on other site and District Control Room, if heavy rains are expected. The amount of lowering will depend on the rainfall forecast. In case of possibilities of flooding in the downstream the settlements should be forewarned and necessary warnings for evacuation should be given to the adjoining districts and to those districts beyond the State borders.

Δ The inlet and outlet of lakes & reservoirs should be inspected to ensure that waterways are unobstructed by trees or vegetation.

Δ Any repairs/under construction activity should be well secured with sand bags, rock falls, etc.

Δ Materials likely to be damaged by rains, such as concrete in bags, electric motors, office records, etc should be covered with plastic and well secured, even though stored inside.

Δ Ensure that for all the Bundhs, which are close to villages, roads on the top of Bundhs are available for the movement of vehicles.

Δ Check all the rain-gauge stations and ensure that they are function properly. Check that the readings from these stations are available immediately to the Irrigation Department. Prescribe a register for recording of rainfall.

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Warning Time

△ Designate one officer posted at exposed areas as an Emergency Officer subject to the condition that he is well aware of Floods/Disaster, and its effects.

Standard Operating Procedures for Health Department

In-charge officer: Chief Medical & Health Officer

Non Disaster Time

△ Prepare Hazard Vulnerability and Risk Map of the District.

△ Prepare a health contingency plan for the district. It should include a list of civil hospitals, primary health centers and sub-centers, and medical personnel. The contingency plan should also include the details of hospitals and medical practitioners in the private sector.

△ All personnel required for management of disaster should work under the overall supervision and guidance of Deputy Commissioner.

△ Based on HVR analyses, obtain a list of Response Base from the District magistrate's office, and assign the medical personnel to each of these Response Bases to the extent possible. Keep essential medicines and first aid facilities with each Response Base.

△ Constitute mobile response units consisting of a doctor, health workers and ANMs, and prepare a deployment plan. Each mobile health unit will cover at least one Response Base in a day.

△ Review and update precautionary measures and procedures.

△ Undertake vaccination in the villages most vulnerable to disasters.

△ Stock emergency medical equipment which may be required in Disaster Management.

△ Ensure adequate supplies of blood in the district through District Red cross society and other prominent agencies.

△ Check stocks of equipments and drugs which are likely to be most needed in disaster management. These can be categorized generally as:

- Drugs used in treatment of wounds and fractures such as tetanus toxoid analgesics, antibiotics, Dressing material, and Splint.
- Drugs used for treatment of diarrhea, water borne diseases influenza malaria, infective hepatitis.
- Drugs required treating snake bite and fighting infection.
- Drugs needed for detoxication including breathing equipments.
- Intravenous fluids.

△ Check the emergency electrical generator to ensure that it is operational and that buffer stock of fuel exists. If an emergency generator is not available at the hospital, arrange for one.

△ Prepare an area of the hospital for receiving casualties.

△ Develop emergency admission procedures.

△ Orient field staff with standards of services, procedures including tagging.

△ Hospital administration should:

- Establish work schedules to ensure that adequate staff is available for in patients needs.
- Organize in house emergency medical teams to ensure that adequate staff is available at all times to handle emergency causalities.

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Warning Time

△ Determine type of injuries/illness expected and drugs and other medical items required and accordingly ensure that extra supplies of medical items are obtained quickly.

△ Provide information to all health staff about the disaster, likely damages and effects and information about way to protect life, equipment and property.

△ Secure medical supplies in adequate quantity for dealing with these situations, which may include:

- Oral Rehydration Solutions
- Chlorine Tablets
- Bleaching Powder
- Anti-diarrheal and Anti emetic medicines
- Intravenous fluids
- Suture materials
- Surgical Dressings
- Splints
- Plaster Rolls
- Disposable Needles and Syringes
- Local Antiseptics

△ All valuable instruments such as surgical tools, ophthalmoscopes, portable sterilizers, ECG machine, dental equipments, Ultra sound machine, analyzer, invertors, computer hardware etc. should be packed in protective coverings and stored in rooms considered to be the most damage proof.

△ Protect all immovable equipment such as X-ray machines, Sterilizer, Dental chair by covering them with tarpaulins or polythene.

△ Keeps one operating facility in each Response Base in readiness. Maintain all the equipment necessary for operations.

△ Request central warehouse immediately to dispatch supplies likely to be needed in hospitals, on an emergency priority basis.

△ Fill hospital water storage tanks, if no storage tanks exists; water for drinking should be drawn in clean containers and protected.

During Disaster

△ Non ambulatory patients should be relocated to the safest areas within the hospital.

The safest rooms are likely to be:

- On ground floor.
- Rooms in the Centre of the building away from windows.
- Rooms with concrete ceilings.
- Dressing pads should be assembled sterilized.

△ A large enough number should be sterilized to last for four to five days.

△ Seek mutual aid arrangement with civil and military hospitals in the covered and nearby area.

△ All electrical equipments likely to be affected should be marked & unplugged when flood warning is received.

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After Disaster

- △ Ensuring restoration of the livestock.
- △ Providing vaccination, fodder and other supplements.

Standard Operating Procedures for Agriculture Department

In-charge Officer: Head, Agriculture Department at the district head

Non Disaster Time

- △ Prepare HRV Analysis of the district.
- △ Develop Contingency Action Plan based on HRV analysis.
- △ Within the affected district/sub-division/Tehsil all available personnel will be made available to the District Magistrate/Deputy Commissioner. If more personnel are required then, out of station officer or those on leave may be recalled.
- △ All personnel required for Disaster/Flood Management should work under the overall supervision and guidance of the District Magistrate/Deputy Commissioner.
- △ Establish communications with District Magistrate/Deputy Commissioner, District Control Room and Agriculture colleges, seed banks, nurseries (private and public) within the division.
- △ Review and update precautionary measures and procedures.
- △ Check available stocks of equipments and materials which are likely to be most needed during and after flood/disaster.
- △ Stock agricultural equipments which may be required during and after flood.
- △ Determine what damage, pests or disease 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.
- △ All valuable equipments and instruments should be packed in protective coverings and stored in room the most damage-proof.
- △ Establish contact with soil and water testing laboratories.
- △ Provision of agricultural services should be coordinated with irrigation department, DRDO, District EOC, SITE OPERATIONS CENTRES.
- △ Ensure that certified seeds of required varieties are available in adequate quantities.
- △ The Agriculture Department should work with National Seeds Corporation and other suppliers and ensure availability at their depots or have agents appointed for the same.
- △ Print and widely distribute the list of points where certified seeds are available along with names of varieties and rates. Notices may be affixed at public places such as bus stands, on buses themselves, PHCs, Block headquarters, Tehsils, etc.
- △ Suggest variety of seeds and cropping pattern, which can reduce losses and reduce the risks to farmers.
 - Develop a pest and disease monitoring system so that timely steps can be taken to reduce damage to crops.
 - Recall important functionaries from leave; communicate to the staff to man their places of duties like the ward and divisional offices and respective departments.
 - Call for emergency meeting to take stock of the situation. Develop a strategy and objectives.
- △ 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

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logging and salinity.

△ A pests and disease monitoring system should be developed to ensure that a full picture or risks is maintained.

△ Plan for emergency accommodations for agriculture staff from outside the area.

△ Establishment of a public information centre with a means of communication, to assist in providing an organized source of information. The department is responsible for keeping the community informed of its potential and limitations in flood situation.

△ The NGOs and other organizations should be aware of the resources of the department.

△ Assist farmers to re-establish their contacts with agriculture produce market and ensure that appropriate prices be offered to them.

Warning Time

△ All electrical equipments should be unplugged when flood/disaster warning is received.

△ Extension Officers should be unplugged when flood/disaster warning is received.

△ Extension Officers should be assisted to

- Establish work schedules to ensure that adequate are available.
- Extension Officers should be unplugged when flood/disaster warning is received.
- Set up teams of extension personnel and assistants for visiting disaster/flood affected sites.

After Disaster

△ Assess the extent of damage to soil, crop, plantation, micro-irrigation systems and storage facilities and the requirements to salvage or replantation.

Standard Operating Procedures for Animal Husbandry

In-Charge Officer: Head, Animal Husbandry, Department at the district head

Non Disaster Time

△ Prepare HRV Analysis of Animal Husbandry Department of the District.

△ Based on HRV Analysis, prepare Contingency Action Plan of the District.

△ All personnel required for Disaster/Flood Management should work under supervision and guidelines of District Magistrate/Deputy Commissioner.

△ Within the affected district and Sub-division, all available personnel will be made available Deputy Commissioner. If more personnel are required, then out of station officers or those on leave may be recalled.

△ Review and update precautionary measures and procedure and review with staff the precautions that have been taken to protect equipments.

△ Prepare a list of water borne diseases that are preventable by vaccination. Publicize the information about common diseases afflicting livestock and the precautions that need to be taken.

△ Assist the Revenue Department in preparing plans for cattle campus and cattle feeding centers.

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- △ Stock emergency medical equipments which may be required during and post disaster.
- △ Determine what injuries/ illnesses may be expected, and what drugs and other medical items will be required, in addition to requirements of setting up cattle camps, and accordingly ensure that extra supplies of medical items and materials be obtained quickly.
- △ Surgical packs should be assembled and sterilized.
- △ Prepare kits for veterinary diseases, which could be provided to veterinary doctors at the block level and extension officers at the village level. Kits can also be provided to the private veterinary doctors.
- △ Check the emergency electrical generator, to ensure that it is operational, and that a buffer stock of fuel exists. If an emergency generator is not available at the hospital, arrange for one on loan.
- △ Prepare an area of the hospital for receiving large number of livestock.
- △ Develop emergency admission procedures (with adequate record keeping).
- △ Cattle camps and hospitals administrators should:
 - Establish work schedules to ensure that adequate staff is available.
 - Set up teams of veterinary doctors, and assistants for visiting flood affected sites.
- △ The local police and rescue groups should be aware of the resources of each veterinary aid centres and hospital.

Warning Time

- △ Call for emergency meeting to take stock of the situation. Develop a strategy and objectives.
- △ Establish radio communications with
 - Divisional Commissioner
 - Deputy Commissioner
 - District Control Room
 - Veterinary aid centres and hospitals (including private practitioners) within the division.
- △ Provide information to all staff of veterinary hospitals and centres about the floods, likely damages and effects, and information about ways to protect life, equipments and property.
- △ The sterilized surgical packs must be stored in protective cabinets to ensure that they do not get wet. Covering the stock with polythene is recommended as an added safety measure.
- △ All valuable equipments and instruments should be packed in protective coverings and stored in room the most damage-proof.
- △ Arrange for emergency supplies of anesthetic drugs.
- △ Check stocks of equipments and drugs which are likely to be most needed during and after disaster.
- △ Request from central warehouses, on an emergency priority basis, that those supplies likely to be needed be dispatched to the hospital immediately.
- △ Fill department vehicles with fuel and park them in a protected area.
- △ Fill hospital water storage tanks and encourage water savings. If no storage tanks exists water for drinking should be drawn in clean containers and protected.
- △ Estimate the requirement of water, fodder and animal feed, for cattle camps and organize the same.
- △ An injury and disease monitoring system should be developed, to ensure that a full picture of risk is maintained.
- △ Plan for emergency accommodations for veterinary staff from outside the area.

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During Disaster

- △ Enough stock of surgical packs should be sterilized to last for four to five days.
- △ All electrical equipments should be unplugged when disaster warning is received.
- △ Organize transfer of seriously injured livestock from villages to veterinary aid centres wherever possible.
- △ The provision of medical services should be coordinated by the District Animal Husbandry Officer with District Control Room, SITE OPERATIONS CENTRES and cattle camps.
- △ Ensure that adequate sanitary conditions through cleaning operations are maintained in order to avoid outbreak of any epidemic.

After Disaster

- △ Organize vaccination campaigns in disaster prone villages before, during and after the disaster.
- △ Establish cattle camps and additional veterinary aid centres at affected sites and designate an Officer In-charge for the camp.

Standard Operating Principles for Water and Sanitation

In-Charge Officer: Head, Water Supply and Sanitation department

Non Disaster Time

- △ Conduct HRV analysis of PWD of the department.
- △ Based on HRV analysis, prepared Contingency Action Plan for the Department.
- △ All personnel required for disaster management should work under the overall supervision and guidance of District Magistrate/ Deputy Commissioner of the district.
- △ Within the affected district/tehsil, all available personnel will be made available to the Deputy Commissioner. If more personnel are required then out of station official or those on leave may be recalled.
- △ Organize on the receipt of flood warning or any other disaster continuous monitoring of
 - Wells
 - Intake structures
 - Pumping stations
 - Buildings above ground
 - Pumping mains and
 - The treatment plant
- △ Standby diesel pumps or generators should be installed in damage-proof buildings.
- △ A standby water supply should be available in the event of damage, saline intrusion or other pollution of the regular supply.
- △ Establish procedures for the emergency distribution of water if existing supply is disrupted.
- △ Prepare plans for water distribution to all transit and relief camps, affected villages and cattle camps and ensure proper execution of these plans.
- △ A minimum level of stock should be maintained for emergencies, and should include extra lengths of pipe connections, joints, hydrants and bleaching powder. Adequate tools should be on hand to carry out emergency repairs.
- △ Protect pumps and motors with adequate protection (if the building is not flood-proof) to prevent damage.
- △ Make sure auxiliary generators and standby engines are in good working order.

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- △ Acquire a buffer stock of fuel for the motors and store in a protected place.
- △ Establish emergency work gangs for immediate during post-disaster repairs.
- △ Investigation of alternate of water and its supply.
- △ After any repair on the distribution system, the required main should be flushed and disinfected with a chlorine solution of 50 mg/litre for a contact period of 24 hours, after which the main is emptied and flushed again with potable water.
- △ At the end of disinfection operations, but before the main is put back into services, samples should be taken for bacteriological analysis and determination of chlorine residue.
- △ Repair sewage lines where damage is detected.
- △ Repair water pipelines wherever damaged.
- △ Recall important functionaries from leave; communicate to the staff to man their places of duties like the ward and divisional offices and respective departments.
- △ Identify unacceptable water sources and take necessary precautions to ensure that no water is accessed from such sources, either by sealing such arrangements or by posting the department guards.
- △ Ensure that potable water supply is restored as per the standards and procedures laid down in "Standards for Potable Water".

Warning Time

- △ Make sure the hospital storage tank is full and the hospital is conserving water.
- △ Inform people to store an emergency supply of drinking water.
- △ Make provisions to acquire tankers and establish other temporary means of distributing water on an emergency basis.
- △ If the demand for water is urgent, or the repaired main cannot be isolated, the concentration of the disinfecting solution may be increased to 100 mg/litre and the contact period reduced to 1 hour.
- △ Call for emergency meeting to take stock of the situation. Develop a strategy and objectives.
- △ Plan for emergency accommodations for staff from outside the area.

During Disaster

- △ Protect pump stations from water logging.

Standard Operating Procedures for Forest Department

In-Charge Officer: Head, District Forest Office

Non Disaster Time

- △ Conduct HRV analysis of Forest of the district.
- △ Based on HRV analysis prepared Contingency Action Plan for the Department.
- △ All district level officials of the department would be asked to report to the Deputy Commissioner when disaster occurs.

Warning Time

- △ Recall important functionaries from leave; communicate to the staff to man their places of duties like the ward and divisional offices and respective departments.
- △ Call for emergency meeting to take stock of the situation. Develop a strategy and objectives.

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During Disaster

- △ Open the forest land for free grazing when flood waters enter villages, and there is not enough fodder available.
- △ Allow the transportation of fodder from forest areas, when the fodder is not freely available.

After Disaster

- △ Provide wooden poles and bamboo for relief and reconstruction at subsidized rate.
- △ Ensure Plantation to maximum possible extent.
- △ Ensure supply of wood for disposal of dead bodies.

Standard Operating Procedures for Public Works Department

In-Charge Officer: Head, PWD of the concerned district

Non Disaster Time

- △ Conduct HRV analysis of PWD of the district.
- △ Based on HRV analysis prepared Contingency Action Plan for the Department.
- △ All personnel required for disaster management should work under the overall supervision and guidance of Deputy Commissioner.
- △ All district level officials of the department would be asked to report to the Deputy Commissioner when disaster occurs.
- △ Within the affected district and Sub-division, all available personnel will be made available to the District Magistrate/Deputy Commissioner. If more personnel are required then out of station officers or those on leave may be recalled.
- △ The Officer-in-Charge-PW (B&R) will be responsible for mobilizing staff and volunteers to clear the roads in his section.
- △ The Office Incharge PW (B&R) should be familiar with pre-disaster precautions and during and post-disaster procedures for road clearing and for defining safe evacuation routes where necessary
- △ Maintain all the highways and access roads, which are critical from the point of view of supplying relief.
- △ 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 tools kits should be assembled for each division, and should include:
 - Crosscut saws
 - Axes
 - Power chain saw with extra fuel, oil
 - Sharpening files
 - Chains and tightening wrenches
 - Pulley block with chain and rope
- △ The designation of routes strategic to evacuation and relief should be identified and marked, in close coordination with police and District Control Room.
- △ Establish a priority listing of roads which will be opened first. Among the most important are the roads to hospitals and main trunk routes.
- △ 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.

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- △ Laying down layout of roads, gardens and other response facilities from the view point of prevention of congestions, quicker response and facilities alternative routing.
- △ Inspection of old buildings and suggesting retrofitting of weak buildings/ demolition of dangerous structures and evacuation of population.
- △ All work teams should be issued two-way communication Link.
- △ Provide a work team carrying emergency tool kits, depending on the nature and extent of the disaster, essential equipments such as.
 - Towing vehicles
 - Earth moving equipments
 - Canes etc.
- △ Each unit should mobilize a farm tractor with chain, and a buffer stock of fuel.
- △ Adequate road signs should be installed to guide and assist the drivers.
- △ Undertake repair of all paved and unpaved road surfaces including edge metalling, pothole patching and any failure of surface, foundations in the affected areas by maintenance engineer's staff and keep monitoring their conditions.
- △ As per the decisions of the District Control Room, undertake construction of temporary structures required, for organizing relief work and construction of relief camps, feeding centres, medical facilities, cattle camps and SITE OPERATIONS CENTRES.

Warning Time

- △ Establish radio communications with State Emergency Operations Centre, Divisional Commissioner, District Control Room and departmental offices within the division / district.
- △ All officers (technical officers) should be notified and should meet the staff to review emergency procedures.
- △ Review and update precautionary measures and procedures, and review with staff the precautions that have been taken to protect equipment.
- △ Vehicles should be inspected, fuel tanks filled and batteries and electrical wiring covered as necessary.
- △ If people are evacuating an area, the evacuation routes should be checked and people assisted
- △ Construct/ reinforce the connecting roads from villages to roads, canals and Bundhs and raise their level so that people can access the high ground.
- △ Carry out route opening by removing debris on the road.

During Disaster

- △ Extra transport vehicles should be dispatched from 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.
- △ Clean the area beneath bridges regularly for smooth flow of water excess.
- △ Identify locations for setting up transit and relief camps, feeding centres and quantity of construction materials and inform DCR accordingly.
- △ Begin clearing roads. Assemble casual laborers to work with experienced staff and divide them into work gangs.
- △ Undertake construction of temporary roads to serve as access to temporary transit and relief camps, and medical facilities for flood victims.
- △ An up-to-date report of all damage and repairs should be kept in the district office report book and communicate the same to the District Control Room.
- △ If possible, a review of the extent of damage (by helicopter) should be arranged for the field

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Officer-in-Charge, in order to dispatch most efficiently road clearing crews, and determine the equipments needed.

After Disaster

- △ Give priority attention to urgent repair works that need to be undertaken in disaster affected areas.
- △ Coordinate with Building and Construction Department of Zila Parishad/ADC Office.
- △ Mobilize community assistance for road clearing by contacting community organizations.

Standard Operating Procedures for Power Supply

In-charge officer: Head, Power Supply Department/ Board of the concerned district

Non Disaster Time

- △ Conduct HRV analysis for the department of the district.
- △ Based on HRV analysis, prepare Contingency Action Plan of department of Power Supply.
- △ All personnel required for disaster management with work under the overall supervision and guidance of responsible officer i.e. Deputy Commissioner.
- △ Establish radio communications with State Emergency Operation Centre, Divisional Commissioner, District Control Room and your departmental offices within District/Division.
- △ All district level officials of the department would be asked to report District Magistrate/Deputy Commissioner.
- △ Review and update precautionary measures and procedures and review with staff the precautions that have been taken to protect equipment.
- △ Protect Power Stations from disaster. Raise the height of compound walls. Arrange gunny bags. Install pump sets for draining water in case of Flood/ Cyclone/ Tsunami, etc.
- △ Provide information to the people about the state of power supply. It is one of the most important sources of information.

Warning Time

- △ Check emergency tool kits, assembling any additional equipment needed.
- △ After receiving alert warning, immediately undertake following inspection:
 - High tension lines
 - Towers
 - Sub-stations
 - Transformers
 - Insulators
 - Poles and
 - Other equipments
- △ Dispatch emergency repair groups equipped with food, bedding, tents, and tools.
- △ Assist hospitals in establishing an emergency supply by assembling generators and other emergency equipments if necessary

During Disaster

- △ Ensure that the Power Supply department to make alternate arrangements of emergency supply for the following offices from time of receipt of districts:
 - Hospitals

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- Public Health Departments
- Deputy Commissioner Office,
- District EOC, Sub-Divisional EOC, site Operation Centres.
- Police Stations
- Telecommunications buildings
- Meteorological stations.
- Irrigation Office
- Any other place if required.

△ Review the total extent of the damage to power supply installations by a reconnaissance flight, if possible.

△ Instruct district staff to disconnect the main electricity supply for the affected area.

△ Call for emergency meeting to take stock of the situation. Develop a strategy and objectives

△ Establish temporary electric supplies to other key public facilities, public water system etc. to support emergency relief.

△ Establish temporary electric supplies to transit camps feeding centres, relief camps and Site Operation Centre, District EOC and on access roads to the same

△ Establish temporary electric supplies for staging area.

△ Report all activities to the head office and district EOC.

△ Plan for emergency accommodations for staff from outside the area.

After Disaster

△ Begin repair/reconstruction

△ Hire casual laborers on an emergency basis for clearing of damaged poles and salvage of conductors and insulators.

△ Compile an itemized assessment of damage, from reports made by various electrical receiving centres and sub-centres.

Standard Operating Procedure for Transport department

In-Charge Officer: Head, Transport Department at the district

Non Disaster Time

△ Prepare a list of vehicles- trucks, buses, jeeps, tractors, etc of government and private agencies in the district and provide the list to the District control room.

Warning Time

△ Provide requires vans and ambulances for mobile health and animal husbandry teams.

△ Provide trucks, buses, jeeps, tractors, etc for evacuation and supply chain management

△ Recall important functionaries from leave; communicate to the staff to man their places of duties like the ward and divisional offices and respective departments.

During Disaster

△ Issue standing instructions to the State transport department for providing buses for evacuation and relief.

△ Call for emergency meeting to take stock of the situation. Develop a strategy and objectives.

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After Disaster

△ Proper maintenance and repair of damaged roads

C 2.2 Hazard specific SOPs for designated Departments and Teams

See ANNEXURE 69 – 75 for details

C 3 Financial Provisions for Disaster Management

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.

In the District Disaster Management Working Plan 2011 - 2012 no details of funding process is recorded.

According to DDMO, till date, no budget is sanctioned.

C 4 Coordination mechanisms with other stakeholders

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.

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.

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Public Sectors: Government

Private Sectors: NGOs, Private Industries, Schools

4.1.2 Non-Governmental Organizations and Community Based Organizations

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.

On contacting Ms. Nirmala Arora, Coordinator Jan Abhiyaan Parishad, Burhanpur, there are no NGOs either in Urban or in rural areas which gives information or provide training to the people in the context of disaster management.

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. Details of all these institutions and allied information will be provided here.

No such provisions are made till date. Some of the important religious institutions are as follows:

△ Hazrat Shah Bhikhari ka Qabr

△ Dargah – E – Hakimi

△ Ganpati Mandir

△ Bahuji Maharaj Mandir

△ Kabir Nirnaya Mandir

△ Gurudwara – Badi Sangat

△ Ichadevi Temple

△ Gurudwara – Rajghat

△ Jama Masjid

△ Balaji Mandir

△ Swaminarayan Temple

△ Renuka Mata Mandir

△ Jain Mandir

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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.

No such academic institutions or research center in the district. DMI, Bhopal can play a pioneering role.

ANNEXURE 67 consists of a list of all the colleges in the district.

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. In this section, a comprehensive list of all the concerned international humanitarian organizations will be prepared, with contact details.

According to Ms. Nirmala Arora, Coordinator Jan Abhiyaan Parishad, Burhanpur, there are no NGOs either in urban or in rural areas which gives information or provide training to the people in disaster management.

However international NGOs like Red Cross and Lions Club are present which has helped during calamities in the past.

See ANNEXURE 57 for the details of NGOs working in Burhanpur.

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. For this the Distt. EOC head can seek help from other districts through Divisional Commissioner or State EOC. This portion will elaborate the issues pertaining to mutual support, understanding and coordination at the inter district level.

According to the CWC officer, Mr. Soni, there is inter district coordination mechanism between Betul from where river Tapti enters into Burhanpur. Constant coordination and control of river flow is maintained so as to prevent loss and damage especially during monsoon season.

Also there must be frequent divisional meetings between heads to improve the inter district coordination.

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

This section will elaborate the mutual coordination, and clarity of role amongst intra district nodal agencies at the district, and sub district level (including Block level headquarters), with reference to disaster management functions.

No Intra – District Coordination Mechanism is prevalent in the district with respect to Disaster Management and control. No example is present even in the District Disaster Management Working Plan 2011 -2012.

The Working Plan has divided District Disaster Information Management System into the following:

Δ Urban Area Disaster Management Committee

See ANNEXURE 45 for details.

Δ Block Level Disaster Management Committee &

See ANNEXURE 47 for details.

Δ Gram Panchayat Disaster Management Committee

See ANNEXURE 49 for details.

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.

The District Disaster Management Plan will be made available in each and every government offices throughout the district both in hard and soft copy. The Plan will also be made available in vernacular languages and will be circulated in each and every village. Copies will be kept in Gram Panchayats.

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According to Mr. Deepak Bavaskar, DIO, Burhanpur, the disaster management plan will be uploaded on the official Burhanpur web site i.e. burhanpur.nic.in

According to Mr. Sunil Verma, PRO, efforts will be made to make people aware about the institutional arrangements taking help of the print and electronic media.

In addition copies will be sent to NGOs and other agencies working in the district.

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.

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.

According to the District Disaster Management Working Plan 2011 – 2012, the plan will be reviewed annually. No provision of mock drills or periodic exercises written in the working plan.

After discussions with many department officials, the growing need of training and capacity enhancement was observed but no concrete plan has been decided.

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C 8 Annexure

Following are the attached annexures:

C 8.1 District profile

ANNEXURE Number	Title
1	Location of Burhanpur, District Disaster Management Working Plan 2011
2	Total area of Burhanpur, census 2011
3	List Of Sub division, District Disaster Management Working Plan 2011
4	List of State / District code of all districts in Madhya Pradesh, Census 2011
5	List Of Tehsils in Burhanpur, District Disaster Management Working Plan 2011
6	Municipal Boards in the district (Link: Official Burhanpur website(burhanpur.nic.in))
7	List Of blocks in Burhanpur, District Disaster Management Working Plan 2011
8	List of Gram Panchayats in Burhanpur, Zila Panchayat Office
11	List of rivers, Burhanpur, District Disaster Management Working Plan 2011
12	List of dams in Burhanpur
13	District Statistical Handbook 2010 – 2011 (to be published)
14	List of Nallas given by Nagar Nigam, City Burhanpur
15	District Statistical Handbook 2010 – 2011 (to be published)

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16	Mode of Transportation, Census 2011
17	Madhya Pradesh provisional population data sheet, Census 2011
18	List of APL and BPL in Burhanpur, Zila Panchayat Office, Burhanpur
19	Burhanpur at a glance, Krishi Vigyaan Kendra
20	District Statistical Handbook 2010 – 2011 (to be published)
21	Information gathered from the Health Department
22	List of registered hospitals, clinics, nursing homes in the district, Department of Health, Burhanpur
23	List of private homes and nursing homes, Department of Health, Burhanpur
24	List of Pathology labs, Department of Health, Burhanpur
25	List of Drug Store / Chemist Store in urban Burhanpur, District Disaster Management Working Plan 2011
26	List of Blood Donors, District Disaster Management Working Plan 2011
27	List of Veterinary Hospitals, Veterinary Department, Burhanpur
28	Literacy Rate of Burhanpur, Census 2011
29	List of government schools, as on September 2011, department of Education, Burhanpur
30	List of private schools, as on September 2011, department of Education,

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	Burhanpur
31	List of Middle Schools, Department of Education Burhanpur
32	List of Primary Schools, Department of Education Burhanpur
33	List of Anganwaris in Burhanpur, Women & Child Development, Burhanpur
34	List of ITIs in Burhanpur
35	District Statistical Handbook 2010 – 2011 (to be published)
36	Housing Indicators, Census 2011
37	List of Industries in Burhanpur, Department of Industries
38	List of major roads, PWD
39	DDMA, Burhanpur
40	Control Rooms
41	List of Nodal Officers
42	Involved Agencies Control Rooms
43	Roles and Responsibilities
45	Urban DDMC
46	Roles and Responsibilities Urban DDMC
47	Block DDMC

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48	Roles and Responsibilities Block DDMC
49	Panchayat DMC
50	Roles and Responsibilities Panchayat DMC
52	List of first aid professionals
53	List of swimmers
54	List of govt. doctors with details
55	List of private doctors with details
56	List of PDS
57	List of NGOs
58	List Vet doctors
59	Control Room formation
60	Gram Panchayat Relief Team
61	Volunteer Form
64	List of make shift camps / shelters

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C 8.2 Resources

ANNEXURE Number	Title
10	Post Offices, Burhanpur
44	List of equipments
51	List of equipments recorded in IRDN
67	List of colleges
68	Earthquake Brigade Awareness Samiti

C 8.3 Media and information management

ANNEXURE Number	Title
65	List of journalist

C 8.4 Important Contact numbers

ANNEXURE Number	Title
9	Contact Details of Police Officers, Burhanpur
62	List of ambulances
63	Army Contact Details
66	Fire tenders in the district
77	Sarpanch contact details

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78	Tent house contact details (urban areas)
79	Hotels, lodges, restuarants in urban areas
80	Dharmshala details (urban areas)
81	Officials of the collectorate

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

ANNEXURE Number	Title
69	SOP Flood
70	SOP Earthquake
71	SOP Epidemic
72	SOP Fire
73	SOP Ganesh Visarjan & Eid UL Fitr
74	SOP Malaria
75	SOP Muharram
76	Schools for flood relief

C 8.6 Detailed Maps

ANNEXURE Number	Title
82	Fire brigades, blood banks

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83 Flood prone areas

C.9 References

1. Disaster Management 2005
2. Madhya Pradesh Disaster Management Plan 2005
3. National Disaster Management Guidelines
4. National Policy on Disaster Management
5. District Disaster Management Working Plan 2011 – 2012
6. Map of Burhanpur
7. District Forest HandBook
8. District Disaster Management Working Plan – Sindhurg
9. District Disaster Management Working Plan – Shimla
10. Online References
11. District Risk Management Project 2011-2012 – Volunteer Register Form
(www.aurangabad.nic.in)

C.10 List of Tables

- Table 1: Name of adjacent districts
- Table 2: Block Wise distribution of number of Small Scale Dams
- Table 3: Proposed small and medium scale dams
- Table 4: Most important nallas in the district
- Table 5: Rural and Urban household
- Table 6: Population of Burhanpur and Madhya Pradesh
- Table 7: Population distribution
- Table 8: Males (Rural and Urban)
- Table 9: Females (Rural and Urban)
- Table 10: Population Density
- Table 11: Families in the district
- Table 12: Hospital details block Burhanpur
- Table 13: Hospital details block Khaknar
- Table 14: Literacy Rate
- Table 15: Male literates in the district
- Table 16: Male literates in the district
- Table 17: Government Higher Secondary Schools in the district
- Table 18: Private Higher Secondary Schools in the district
- Table 19: Government High Schools in the district

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Table 20: Private High Schools in the district

Table 21: Students strength in the district

Table 22: Staff strength in the district

Table 23: Land use pattern

Table 24: Flooring types – Roof

Table 25: Flooring types – Wall

Table 26: Flooring types – Floor

Table 27: Number of small scale and medium scale industries with man power

Table 28: List of historical spots in Burhanpur

Table 29: List of religious spot in Burhanpur

Table 30: DDMA

Table 31: DDMC

Table 32: District Level Control Room

Table 33: Urban Control Room

Table 34: Rural Control Room

Table 35: Nodal Officers

Table 36: List of inventories

Table 37: UADMC

Table 38: BDMC

Table 39: History of past disasters

Table 40: Department wise SOPs

DISTRICT DISASTER MANAGEMENT PLAN, BURHANPUR**C.11 Abbreviations**

Kms: kilometres

APL: Above Poverty Line

BPL: Below Poverty Line

mm: Millimetres

°C: degree Celsius

PHC: Primary Health Centre

CHC: Community Health Centre

ISP: Internet Service Provider

DDMA: District Disaster Management Authority

DDMC: District Disaster Management Committee

DCR: District Control Room

EOC: Emergency Operation Centre

ESF: Emergency Support Functions

GP: Gram Panchayat

RD: Rural Development

UD: Urban Development

PWD: Public Work Department

NREGS: National Rural Employment Guarantee Scheme

IAY: Indira Awaas Yojana

NRHM: National Rural Health Mission

JNNURM: Jawahar Lal National Urban Renewal Mission

ASHA: Accredited Social Health Activists

SSA: Sarva Shiksha Abhiyaan

DDMO: District Disaster Management Officer

ICS: Incident Command System

ICT: Incident Control Teams

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CMHO: Chief Medical & Health Officer

SOP: Standard Operating Procedure