

District Disaster Management Plan [Jabalpur]

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

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District Administration of Jabalpur

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TABLE OF CONTENTS OF DISTRICT DISASTER MANAGEMENT PLAN**A . GENERAL****8**

1. District Disaster Management Plan	8
1.1 District Profile	8
1.1.1 Location and Administrative divisions	8
1.1.2 Geography and Topography	9
1.1.3 Demography and Socio Economics	10
1.1.4 Climate and Weather	10
1.1.5 Health (Medical)	11
1.1.6 Education	12
1.1.7 Agriculture and Land use	14
1.1.8 Housing patterns	15
1.1.9 Industrial set ups	15
1.1.10 Transport and Communication Network	16
1.1.11 Power stations and Electricity installations	16
1.1.12 Major historical, religious places, tourist spots	17
1.2 Scope and Ownership of District Disaster Management Plan	17
1.2.1 Authority of the Plan	17
1.2.2 Responsibility & Accountability of the Plan	17
1.3 Purpose of the Plan	18
1.4 Objectives	18
1.5 Approach	18

2. Institutional Arrangements **18**

2.1 District Disaster Management Authority	18
2.2 District Disaster Management Committee	18
2.3 District Emergency Operations Center	19
2.4 District Disaster Information Management System	19
2.5 Urban Area Disaster Management Committee	19
2.6 Block Level Disaster Management Committee	20
2.7 Gram Panchayat / Village Disaster Management Committee	20

B. HAZARD, VULNERABILITY ASSESSMENT AND RISK PROFILING **21**

1. Hazards Assessment	21
1.1 Major applicable hazards	21
1.2 History of past disasters	22
1.3 Seasonality of hazards	22

2. Vulnerability Analysis – [Physical , Social , Economic ,Natural and Institutional]	22
3. Capacity Analysis - [Physical , Social , Economic , Institutional, Natural, Resources]	23
4. Risk Analysis	24
4.1 Potential Impacts of applicable hazards and existing vulnerabilities	25
4.2 Risk Profiling of the district	25

C. DISTRICT DISASTER MANAGEMENT PLAN 26

1. District Action Plans	26
1.1 Risk Mitigation Plan	26
1.1.1 Scope of Integrating Risk Reduction in Development Schemes	26
1.1.2 Training & Capacity Building	27
1.1.3 Community Initiatives	27
1.1.4 Risk Management Funding	27
1.2 Preparedness Plan	28
1.2.1 Preparedness against response	28
1.2.2 Pre-disaster Warning, Alerts	28
1.2.3 Evacuation stage	29
1.3 Response Plan	29
1.3.1 Incident Command System	29
1.3.2 Operational direction and coordination	29
1.3.3 Rapid damage assessment and reporting	30
1.3.4 Search and rescue	31
1.3.5 Medical response	32
1.3.6 Logistic arrangements	32
1.3.7 Communications	32
1.3.8 Temporary shelter management	32
1.3.9 Law & order	33
1.3.10 Public grievances/ media management	33
1.3.11 Animal care	33
1.3.12 Management of deceased	33
1.3.13 NGOs and Voluntary organizations	33
1.3.14 Relief management planning	34
1.3.15 Media management	34
1.4 Recovery and Rehabilitation Plan	34
1.4.1 Restoration of basic infrastructure	35
1.4.2 Reconstruction of damaged buildings/ social infrastructure	35
1.4.3 Restoration of livelihood	35
1.4.4 Psycho-social interventions	35

1.5	Cross cutting elements	35
1.5.1	Community Based Disaster Management	35
1.5.2	Needs of the Special vulnerability Groups	35
1.5.3	Addressing climate induced anthropogenic issues	36
2	Standard Operating Procedures:	37
2.1	General SOPs for each line department	37
2.2	Hazard Specific SOPs	38
3	Financial Provisions for Disaster Management	38
3.1	District Disaster Response Fund	38
3.2	District Disaster Mitigation Fund	38
4	Coordination Mechanisms with Other Stakeholders	39
4.1	Mapping of Stakeholders in the District	39
4.1.1	Public and Private Sectors	39
4.1.2	NGOs and CBOs	39
4.1.3	Religious Institutions	39
4.1.4	Academic Institutions	39
4.1.5	International Humanitarian Organizations	40
4.2	Responsibilities of the Stakeholders	40
5	Inter- District Coordination Mechanisms – [Standard Operating Procedures / Protocols]	40
6	Intra- District Coordination Mechanisms – [with Block Headquarters]	40
7	Dissemination of the Plan	40
7.1	Plan Evaluation	41
7.2	Plan Update	41
8	Annexure:	41
8.1	Important Contact Numbers	42
8.2	District profile support files	42
8.3	Inventory of resources	42
8.4	Media related detailed information	42
8.5	Do's and Don'ts of potential hazards	42
8.6	Detailed maps	42

Structure of District Disaster Management Plan (DDMP)

A . GENERAL

A 1 District Disaster Management Plan

A 1.1 District Profile

Jabalpur often called as *Sanskaardhaani* is one of the major cities of India situated in the Mahakaushal region of state of Madhya Pradesh in India. It is the biggest city in the state of Madhya Pradesh by area. It is the largest urban agglomeration in Madhya Pradesh and the 38th largest urban agglomeration in India as per the 2011 census statistics. It is bordered by Katni to the north, Umaria to the north-east, Dindori to the east, Mandla to the south-east, Seoni to the south, Narsimhapur to the south-west and Damoh to the north-west. Jabalpur is the administrative headquarters of Jabalpur district (the second most populous district of Madhya Pradesh) and Jabalpur division. Jabalpur is located at 23.17°N 79.95°E. The central point of India is located in Jabalpur district. It has an average elevation of 411 metres (1348 ft).

A 1.1.1 Location and administrative divisions

- Latitude, Longitude
- Area, no. of blocks, no. of municipal boards, no. of Gram Panchayats, no. of villages, no. of Post Offices, Police stations, approx. distance from major cities/ state capital etc.

Table A 1.1.1

Location (in degrees) -	Latitude – 22°49-23°10' N Longitude - 79°21-80°53' E
District Area (in sq. kms.) -	5655.34
Administrative information-	
No. of sub divisions:	04
No. of Tehsils:	07 Sihora, Patan, Majholi, Kundam, Panagar, Sehpura, Jabalpur
No. of Municipal Boards:	
No. of Municipal Corporation	
No. of Nagar Palika	01

No. of Nagar Panchayat	02 (Sihora and Panagar)
No. of Blocks:	06
No. of Gram Panchayats:	07 Sihora, Patan, Majholi, Kundam, Panagar, Sehpura, Jabalpur
No. of Villages:	542
No. of Police Stations, Police Chowkees (Block wise):	1474
No. of Post Offices(Block wise):	31
Year of district formation:	65
Name of adjacent districts:	1998 (reconstituted) Damoh,Katni,Umaria,Dindori,Mandala,Seoni, Narsimhapur

A 1.1.2 Geography and Topography

The topography of Jabalpur provides a picturesque setting for movies .The hills of Jabalpur, with varied mineral content are a popular destination for Geologists and Archaeologists. The city is surrounded by low, rocky, and barren hillocks. The main water reservoirs of Khandari and Pariyat are located to the north-east direction of the city. Water is also drawn from Narmada River by Public Health Dept. The main crops are wheat, rice, pulses, oilseeds, and maize.Bargi Dam on the river Narmada is used for irrigation, water supply and power generation. The town is surrounded by several lakes and water tanks. The area is rich in limestone, refractory clay, bauxite, iron ore, manganese and other deposits.There are few industries connected with above minerals in the area.

Table A 1.1.2

Name of rivers and lakes:	Narmada,Hiran,Pariyat,Gaur.
No. of dams, embankments:	1 major (Bargi),Medium tanks :3 and minor:-36
Name of existing mountains:	Vidhyas and Satpura ranges.

Highest elevation (in meters):	
Forest cover in the district:	78155 hectare.
Any other important element:	District has a history for earthquake.

A 1.1.3 Demographic and socio economics

As of 2011 India census,^[4] Jabalpur has a population of 2460714. Males constitute 52% of the population and females 48%. Jabalpur has an average literacy rate of 82%, higher than the national average of 59.5%: male literacy is 89%, and female literacy is 75%. In Jabalpur, 12% of the population is under 6 years of age.

Table A 1.1.3

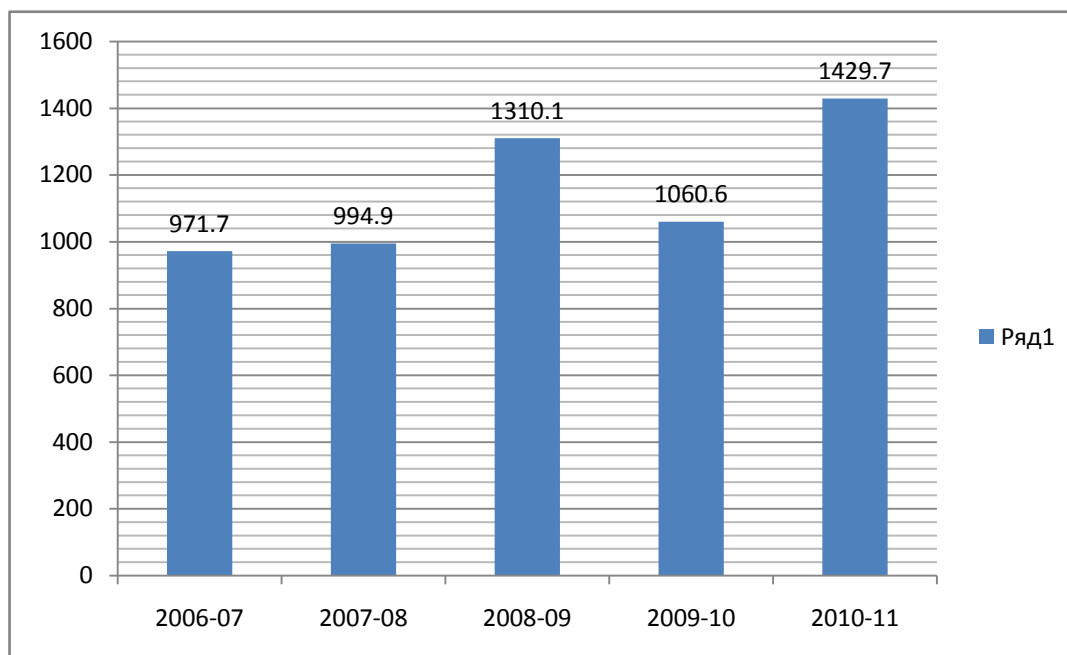
Total household:	515029
Total population:	2460714
Male:	1278448
Female:	1182266
Population density:	435.11per sqkm
Income -	
Per capita income:	
Total APL, BPL families:	457631(rural population) BPL 217143(urban population)BPL
Occupation -	
Main occupation of people:	Agriculture,
Secondary occupation of people:	Industrial Laborer. Daily Wage Earner.

A 1.1.4 Climate and weather

Jabalpur has a humid subtropical climate, typical of North-Central India. Summer starts in late March and last up to June. May is the hottest month with average temperatures reaching up to and beyond 45 C. They are followed by monsoon season, which lasts until early October, with a total precipitation of nearly 55 in (1386 mm). Winter starts in late November and last until early March. They peak in January with average temperature near 7 Jabalpur gets moderate rainfall of 35 to 38 inches (890 to 970 mm) during July–September due to the southwest monsoon.

Table A 1.1.4

Rainfall-	.
Total annual rainfall of last year:	1370.2
Average rainfall (last 10 years):	1261.26
Temperature-	
Average Maximum Temperature:	30.75
Average Minimum Temperature:	15.8
Demarcation of crucial seasons- <i>(Pl. refer data of last 10 years)</i>	
Months of excess rainfall, leading to flood situation:	June,July,August,September
Months of water scarcity, leading to drought situation:	April,May, June



A 1.1.5 Health (Medical)

Table A 1.1.5

Block Name.	No of Hospitals	No of PHCs	No of CHCs	No of SHCs	Total No of Doctors	Total No Nurses	Total No of Compounders	Total No of Beds.	Total ANMs
Jabalpur	3	2	NA	127	19	31	2	180+12	254
Sihora	1	4	NA	25	10	47	4	60+24	50
Panagar	NA	3	1	28	10	44	5	30+18	56
Majholi	NA	3	1	31	9	43	6	30+18	62
Patan	NA	2	1	24	8	35	3	30+12	48
Kundum	NA	3	1	21	5	31	2	30+18	42
Sehpura	NA	4	1	33	8	45	3	30+24	66

A 1.1.6 Education(Please find the attached excel sheet)

- Block wise Literacy rate (Male, female), No. of all type of schools and colleges (Govt. + Private), Technical institutions, Engineering colleges, aprox. Strength of students and school staff.

Table A 1.1.6

Literacy rate:	Try to get all the information Block wise.
-----------------------	---

Total Male:	82.5 %
Total Female:	89.0 %
	75.0 %
No. of Secondary schools:	69
No. of High/Middle schools:	729
No. of Primary schools:	1603
No. of Anganwaris:	1796
No. of it is/ training centers:	
No. of Engineering colleges:	21
No. of Medical colleges:	1
No. of Other colleges:	9 Govt+31 Private
Total (Aprox.) Students Strength in all the educational institutions:	255359 in schools
Total (Aprox.) Staff Strength in all the educational institutions:	5922 in schools

All School Jabalpur

S.no.	Blocks	Primary School	Middle School	High School	Higher Se. School	All Total	Enrollment in class 1 to 8		HM as per Pay Roll	Teachers As per Pay Roll
							Boys	Girls		
1	JABALPUR (RURAL)	241	102	15	12	370	14859	15037	27	841
2	JABALPUR (URBAN)	143	69	10	14	236	15868	18731	78	934
3	KUNDAM	233	71	9	8	321	10543	11047	24	540
4	MAJHOLI	226	76	16	6	324	12696	13447	22	648
5	PANAGAR	186	69	17	6	278	12781	13361	30	717
6	PATAN	198	79	8	6	291	10887	11295	19	631
7	SHAHPURA	231	93	9	7	340	14037	14052	16	748
8	SIHORA	145	78	8	10	241	12264	12708	35	612
		1603	637	92	69	2401	103935	109678	251	5671

A 1.1.7 Agriculture and Land use

The Narmada river bringing in fresh water from the Vindhyaachal Ranges has developed Jabalpur district into an agrarian economy. The land of the Narmada basin with its fertile alluvial soil gives good yields of sorghum, wheat, rice and millet in the villages around Jabalpur. Important among commercial crops are pulses, oilseeds, cotton, sugar cane and medicinal crops. The state is poised for a breakthrough in soybean cultivation. In Kharif crops occupy 60% and Rabi crops 40% area with 71.4% area under food grain production. Nearly 59% of landholders are marginal whereas small farmers share 18% of farmland. Low literacy rates (35.45%), undulating topography, high percentages of waste land (13.2%), underdeveloped irrigation potential (23%), low ground water utilization, large proportion of rain fed agriculture (75%), practice of Kharif fallows (3.6%), low cropping intensity (131%), low fertilizer consumption (50 kg/ha), high proportion of low value crops, and high numbers of unproductive livestock constrain production in the state.

Table A 1.1.7

Cropping pattern -	Kharif,Rabi, Greeshmakalin
Type of major crops:	Wheat,Chana,Matar,Masoor(Rabi). Paddy,Jowar,Maize,Kodu Kutti(Kharif)
Cropping seasons:	Kharif,Rabi, Greeshmakalin
Land classifications-	
Forest land:	77655
Barren & Uncultivated land:	92534
Cultivated land:	293459
Pasture land:	39964 (all figures in hectares)
Soil classifications	
Saline:	NA
Water logging:	NA
Recurrent flood hit area:	NA
Drought hit area:	NA

A 1.1.8 Housing Pattern:

- Type of housing construction, material used in housing, types of flooring etc.

Table A 1.8

Housing pattern-	
Type of housing construction:	Kuccha house mostly prevalent in villages.(60%)
Type of material used:	Paccha houses are mostly used in city.
Flooring types: (Ground and above)	RCC and bricks are used. G, G+1, G+2, G+3, etc

A 1.1.9 Industrial set ups

Jabalpur has variety of Industries. Most of these have their bases in mineral substances of economic value found in the district. Ready-made garments industry is one of the most popular and profitable business in Jabalpur. Bidi manufacturing, lime stone related industries, electrical goods, saw mills, food processing Industries are the major business areas in this region. Some other industries are telephone parts, furniture, building materials, ammunitions, and glassware. Jabalpur also has Head quarter of Madhya Pradesh State Electricity Board, Homeguards and many other State and Central Govt Offices. Telcom Factory, Telcom Training Centre, Tropical Forest Research Institute, Survey of India are some important

1. Important defense/ equipment factories like

1. Ordnance Factories
2. Khamriya Factory
3. Vehicle Factory
4. Gun Carriage Factory

Table A 1.1.9

Total no. of industries (Govt., Semi Govt. and Pvt), Block wise	4 major industrial areas.
a) No. of Major industries/ Industrial Areas:	16 large & medium units
Total workforce involved in these industrial units:	17898
b) No. of Medium and small scale industries :	16124 micro and small scale.
Total manpower involved in these units:	NA.
Any major accident occurred in any of the industrial units (Loss of life >10, or Financial loss > 1 Crore).	No such major accident.

A 1.1.10 Transport and communication network

Jabalpur is connected by road to Varanasi, Nagpur, Bhopal, Jaipur, Raipur, Allahabad, Hyderabad, Bangalore. Longest National Highway no.7 and National Highway no.12 run through the city. Consistent efforts are made by the Government of Madhya Pradesh and NHAI to keep roads in good condition. Many roads are being converted into four lane highways. Apart from Jabalpur Main Station, Jabalpur city also has the Madan Mahal Station which generally caters to passengers from the inner part of the city and the Kachhpura goods shed which is used for transporting large goods and iron ore to port cities. Jabalpur's public transport system mainly consists of metro buses which runs on different routes and covers the urban and suburb area. Metro taxis, auto rikshaws and rickshaws are the other means of public transport available in the city.

Jabalpur is the headquarters of West Central Railways and has direct rail connection to important cities like Mumbai, NewDelhi, Chennai, Kolkata, Ahmedabad, Hyderabad, Bangalore, Nagpur, Surat, Pune, Patna, Ludhiana, Jammu,Vasco-Da-Gama, Coimbatore, Bhopal, Indore, Agra, Jaipur, Varanasi, Kanpur,Vadodara, Bhubhaneshwar, Lucknow, Puri, Raipur, etc..

Jabalpur is covered by a large network of optical fibre cables. There are four fixed telephone line operators in the city: BSNL, Reliance, Tata and Airtel. There are eight mobile phone companies in which GSM players include BSNL, Reliance, Vodafone, Idea, Airtel, Tata DoCoMo, Aircel, Videocon; CDMA services are offered by BSNL, Virgin Mobile, Tata Indicom and Reliance. 3G Mobile Services are provided by Idea, BSNL, Reliance,Tata Docomo and Vodafone.BSNL has two factories and India's biggest telecom training institute- BRBRAITT in Jabalpur.HQ of BSNL T&D Circle is also in Jabalpur.Internet broadband and IPTV services are provided by BSNL & Airtel

Table A 1.1.10

<p>1) Transport Connectivity of each block w.r.t. following networks: a) By Road b) By Rail</p>	<p>Yes Sehpura,Sihora, Panagar (connected)</p>
<p>2) Communication network i) No. of wireless stations in the respective blocks ii) Availability of telephone, mobile services in each block iii) Availability of internet facility in the blocks iv) No. of HAM Radio Stations in the blocks</p>	<p>All blocks connected through wireless at police stations. Yes Yes No</p>

Major road and rail network to be showed in the detailed map enclosed in Annexure 8.6

A 1.1.11 Power stations and electricity installations

- List of power stations, % of outreach in the district, equation of power generation and consumption, available alternatives like DG sets, if any.

Table A 1.1.11

List of power stations in the district:	Bargi Hydel Project
Electricity outreach in the district:	87.80 %
Available sources of electricity in district, like DG sets etc:	Not available.

A 1.1.12 Major historical, religious places, tourist spots

- Table A 1.1.12

List of historical places in the district:	Beda Ghat, Madan Mehal Qila, Rani Durgawati Samadhi Sthal.	Average presence of visitors per day 4000-5000
List of religious centers in the district:	Gawari Ghat, Beda Ghat, 64 Yogini Mandir	5000
List of the tourist spots in the district:	Dhuandhar Falls, Bargi Dam,	5000

A 1.2 Scope and Ownership of District Disaster Management Plan

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

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

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

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

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

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

A 1.2 Purpose of the Plan

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

A 1.3 Key Objectives

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

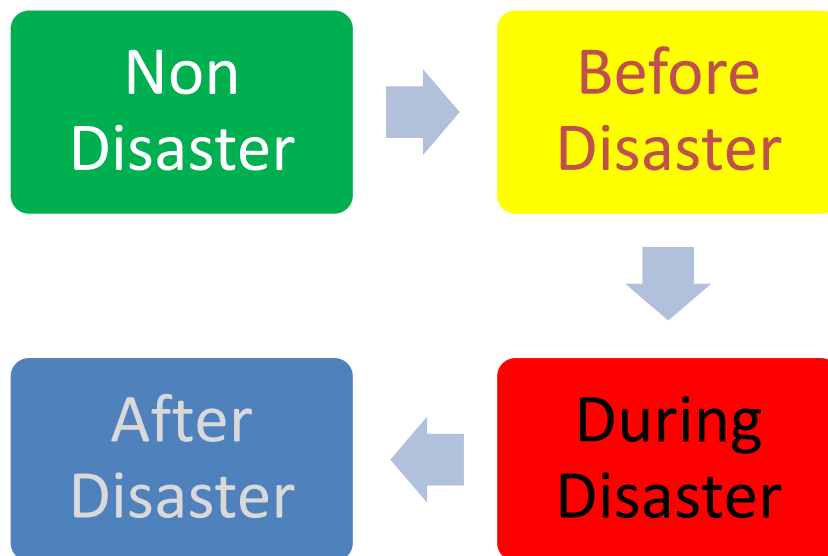
- Assess all risks and vulnerabilities associated with various disasters in the district
- Promoting prevention and preparedness by ensuring that Disaster Management (DM) receives the highest priority at all levels in the district.
- Prevention and minimization of loss of human lives and property by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

A 1.4 District Plan Approach

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

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

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



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

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

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

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

A 2. Institutional Arrangements

This section will cover the basic structure for institutional arrangements, as mandated by the DM Act 2005, including the broad functions of DDMA, DEOC, DDMAC/ DDMC/ BDMC/ GPDMC etc and its inter linkages with upward and downward (state level and Block level). The section will also throw light on the role of the key entities pertaining to the emergency response functions, and will also address the modalities part, as mandated by Madhya Pradesh State Disaster Management Policy 2011.

District Disaster Management authority has been established under the leadership of District Collector who is the chairman of the committee. The other members of the committee are Jila Panchayat Chairman, Mayor Municipal Corporation and the other head of departments of various departments.

A 2.1 District Disaster Management Authority (DDMA)

Table A 2.1

Date of inception of DDMA	03/02/2011
Members of DDMA, their name, along with actual designations, and current position in DDMA like Chairman, Secretary or Member etc	.District Collector (Chairman) .Jila Panchayat Chairman.(Co-chairman) .Mayor Municipal Corporation (Co-chairman) .Commissioner Municipal Corporation (Member) .Superintendent of Police (Member) . Additional Collector(Member-Secretary) .CEO Jila Panchayat (Member) .Chief Medical Officer (Member) .Chief Engineer PWD (Member)
Roles and responsibilities of DDMA	To ensure that the designed action plan to face any kind of disaster is implementable. To take the actual ground realities under consideration and inform about the steps taken to encounter any kind of disaster. Every member of the committee will be a team leader of the action force. Every member has to make their own action plan for their team. Every member has to ensure that his team is well prepared to face any kind of disaster by having mock drills etc.

DDMA will work for management and implementing body for disaster management by following the guidelines of Central and State government Disaster Management Authority. It's role and responsibility is explained in detail as under:

1. To prepare and implement District Disaster Management plan.
2. To implement and monitor National and state policy and plans.
3. To identify disaster prone areas in district with proper prevention and mitigation preparation by district level government departments and local bodies.
4. To monitor proper implementation of prevention, mitigation, pre-disaster preparedness by district level government department and local bodies as per the central and state authority.
5. To give directions to district level different authorized institutions and local authorities about necessary prevention and mitigation measures.
6. To give necessary guidelines to local authorities and district level government departments for the preparation of disaster management plan.
7. To implement, monitor and control disaster management plan prepared by district level government departments.
8. To make it implementation, monitoring and control.
9. To make sure all the methods/ways of implementation, monitoring and control.
10. To determine the capacity to counter disaster and giving necessary support to district level departments for capacity improvement and development.
11. To examine preparedness plan and giving necessary guidelines to district level departments and authorities to effectively counter disaster.
12. To organize special training programs for district level officers, employees and volunteers.
13. To organize community awareness and training programs for preventing and mitigating disaster with the help of local authorities, government and non government organizations.
14. To develop, manage, monitor and improve a body for communication of notice and pre warning to people.
15. To prepare, monitor and make minimum norms for district level response mechanism
16. To make it sure that all government departments and local authorities prepare their response plan with district response plan.
17. To fix guidelines to district related departments to counter disaster or its threat effectively as per the local constraints.
18. To help, support and guide all government departments, constitutional organizations and other government and non government departments involved in disaster management.
19. To provide concealing and technical help to local authorities.

20. To compose and guide local authorities so that prevention and mitigation work can be done in full capacity.
21. To re-examine and monitor development programs of different district level government departments, constitutional authorities or local authorities keeping in mind prevention and mitigation element of disaster.
22. To ensure proper examination of ongoing construction work in district and directing for proper action to the concerned authority, if found not fulfilling the minimum norms of prevention and mitigation measures of disaster.
23. To ensure proper identification and marking of those places and buildings which can be used as relief camp in case of disaster and ensuring proper arrangement of water and drainage facility in these places.
24. To prepare stock of relief and prevention work related items or do such a preparation so that necessary items can be made available in minimum time.
25. To give information on different aspects of disaster management to state authority.
26. To encourage voluntary organizations and Self help groups to work for district disaster management which are working at grassroots level in village
27. To ensure that communication network is working in good condition and time to time practice is done for disaster management.
28. To do other work which are directed by SDMA and DDMA

A 2.2 District Disaster Management Advisory Committee (DDMAC)

Table A 2.2

Functionaries	Designation	Address	Office contact	Residence contact
Collector	Chairman, DDMC	Collectorate Jabalpur	2624100	9425019108
Additional Collector	Coordinator	Collectorate Jabalpur	2627536	
Superintendent of Police	Member, DDMA	SP Office Jabalpur	2676111	2676333
Divisional Railway Manager	Member, DDMA	Office of West Central Railway(near Railway Station)	2678080	
General	Member, DDMA	Telecom Factory	2311900	

Manager, Telecom		Wright Town		
Chief Executive Officer, Zila Panchyat	Member, DDMA		2624860,2627536	
Commissioner, Municipal Corporation	Member, DDMA		2611262	2481404
Chief Engineer, Public Works Department	Member, DDMA	Office of Chief Engineer PWD, Near Guest House 2		
Chief Engineer, M. P. Electricity Board	Member, DDMA	MPEB Office Rampur Jabalpur		
Chief Engineer, Rani Awantibai Sagar	Member, DDMA			
Commandant Homeguards	Member, DDMA	Dist Commandant HQ Jabalpur	2624850	
Forest Conservator	Member, DDMA			
Chief Medical Officer	Member, DDMA	Victoria Hospital Jabalpur		
District Public Relation Officer	Member, DDMA	Shahid Smarak Jabalpur		
Regional Transport Officer	Member, DDMA			
Dy. Director, Industrial, Health & Safety	Member, DDMA	Shahid Sarak Jabalpur		
District Commandant Homeguard	Member, DDMA	Dari Khana Jabalpur		

A 2.3 District Emergency Operations Center (DEOC) / District Control Room (DCR)

Capture the detail of existing DEOC/ DCR in terms of location, and the operational and support functions, roles & responsibilities of nodal officers (phase wise).

Table A 2.3

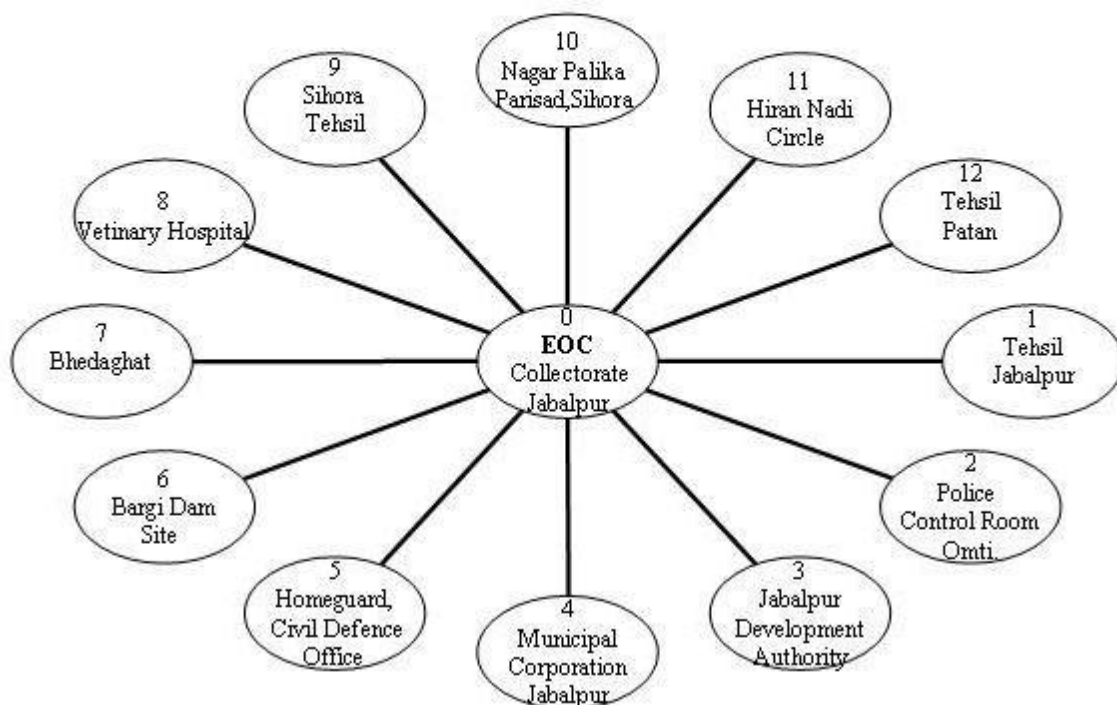
Location of the DEOC / DCR:	It's located in the collectorate
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<p>Involved agencies in DEOC / DCR, Roles and responsibilities of the officials / nodal persons (phase wise):</p>	<p>Involved Agencies for flood control are:- Municipal Corporation Jabalpur Jabalpur Development Authority Police Control Room Omti Tehsil Jabalpur Homeguard and Civil Defence Office Bargi Dam Site, Bheda Ghat, Veterinary Hospital Tehsil Patan, Tehsil Sihora, Nagar Parishad Sihora, Hiran Nadi Circle.</p>
<p>Equipments installed (software and hardware):</p>	<p>Telephone, Wireless Sets etc</p>

A 2.4 District Disaster Information Management System

District Information Flow Chart to be prepared and maintained, as part of the Information Management System.

**District Administration – Jabalpur
Emergency Operation Centre (EOC) & Flood Control Units**



Roles and responsibilities during flood control:-

- 1 The District Administration sets up EOC (Flood) from beginning of July to end of September during the expected period of flood. About twelve Flood Control Units are setup across the whole of district with a centralized EOC at the Collectorate as shown in the chart. The units and EOC operates 24/7 for continuous three months.
- 2 An officer of the rank of Deputy Collector is incharge of the EOC and reports to the Collector.
- 3 All information related to rain in the catchment, flow of water in all the rivers within the district, level of water in river and dam are reported to the Collector daily basis.
- 4 Instructions for opening of gates of dam can be done only after permission of the Collector.
- 5 All measures for rescue operations and pre-arrangements for distribution of relief materials in the whole of district are made.
- 6 EOC keeps data of all the tehsil, villages in each tehsil, population - village wise, list of identified shelter, contact of Surpanch and list of vehicles nearest to each EOC.
- 7 Trained divers and swimmers from Homeguards and Civil Defence are attached to the EOC and Flood Control Units. Each unit is equipped with life jackets, torches, ropes, ladders, blankets, medicines. Number of boats and motor boats are kept ready for rescue operation.
- 8 Food materials are stocked at approachable remote places for distribution during emergencies.
- 9 Team of doctors and paramedical staff for providing treatment are kept ready to rush them at the required area.
- 9 The EOC ensures that potable water is made available to all within the district. It also ensures that proper spraying of disinfectant is done to avoid/control epidemic in the area affected.

Block Disaster Management Committee will comprise of the following:

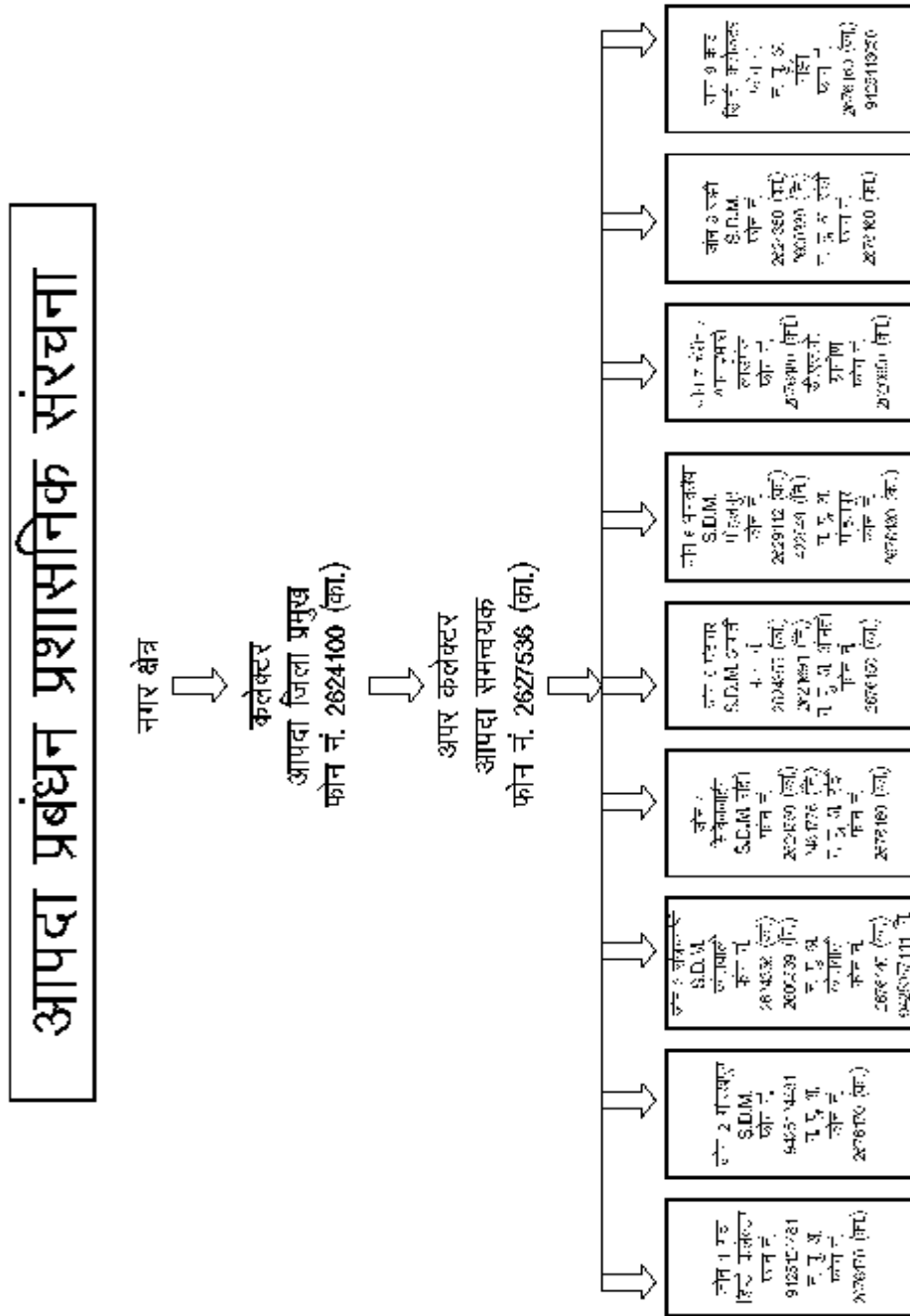
1. Sub divisional Megistrate
2. CEO , Janpad Panchayat
3. Tehsildar
4. SHO (town inspector), Police Station Member
5. Chairperson, Panchayat Samiti-Block Member
6. Medical Officer In charge, Dispensaries Member
7. Assistant Engineer/ Sub engineer, I&PH Member
8. Assistant Engineer/ Sub engineer, PWD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

Gram Panchayat/Village Disaster Management Committee

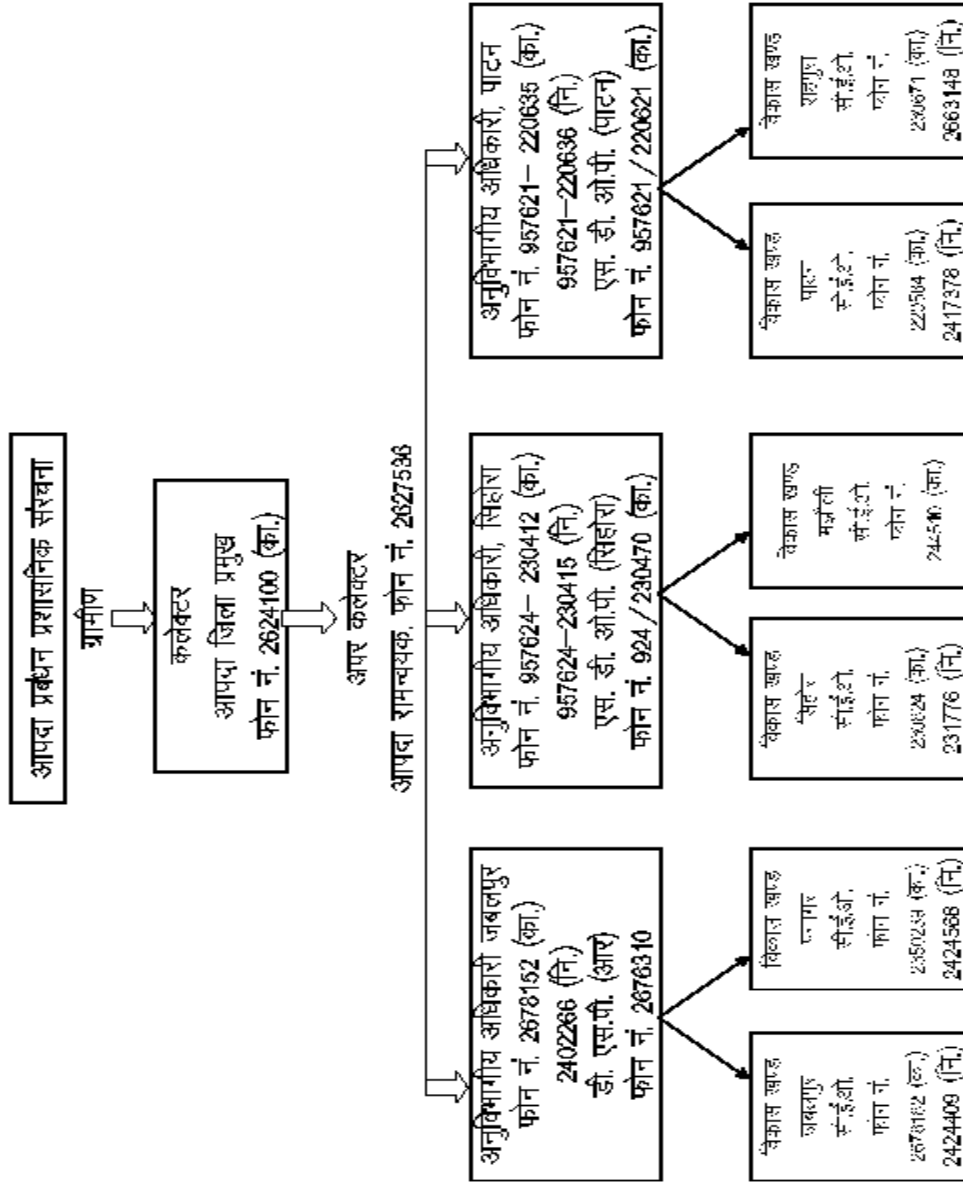
Subject to the directions of the District Authority, the Gram Panchayat Disaster Management committees will be responsible for the development and implementation of GP level disaster management plans.

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

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



Schematic Representation of Flow of Information of Urban Disaster Management Committee



Schematic Representation of Flow of Information of Block Disaster Management Committee

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

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

B 1. Hazard Assessment

Table B.1.1 History of past disasters (last 30 years / as many years of data as possible)

Type of hazard	Year of occurrence	Area affected	Impact on life	Livelihood	Livestock	Hazard prone zone in district
Earthquake	1997	Kosamghat	38 dead 2310injured		NA	Please refer below
Other minor earthquakes have come but have not effected life.						

Earthquake Prone areas are:-

Son – Narmada - South fault which coincides with River Gaur towards east

Lamhetaghat fault, Patbaba fault, Chuii fault and Bhedaghat fault.

Sopani fault area of the Malwa. Burhanpur Fault. Tapti Ghati situated in west of Satpura.

Areas Vulnerable to Floods:-

Police Station	Areas Effectuated	Population Vulnerable (Approx)
Sihora	Hiran River, Simriya Ghat, Khitaula, Khitaula Ghat, Kanari Nadi, Kethra Khinni, Garhchapa, Nigwani, Veelgawan, Salaiyaa	7500
Majholi	Malwa Nala, Suhar River, Kataw Ghat, Hiran River, Indradana Ghat	5000
Majhgaon	Khirhani Ghat, Lamtara, Devri Saddhara, Banpura	3000
Patan	Sakra, Chituraha, Mada, Mahua Kheda, Konikaal, Wasan Ghat, Garha Ghat, Jatwa, Malwa, Bagdari, Gona, Hardua, Katra Mada, Itwa, Imaliya	8000
Sahpura	Ramghat, Kulaun, Bijnaa, Bansipur, Sheetalpur, Malakchar, Umarjhausi, Jhansighat.	6500
Belkheda	Guwarkala, Guwarkhurd, Kheri, Putri, Matapur, Mlakhurd, Kataighat.	5000
Katangi	Devri Kaemori, Mathiya Mankawas, Pipariya, Rajhghat Pori,	3500
Bedhaghat	Panchwati Saraswati Ghat, Benganga Pul	2000
Panagar	Singaldeep, Sarhigulera, Khiraneel Khana	2000
Barela	Runway River, Bamhani Hinautiaa	2000
Chargavan	Bhikampur, Murkatiya	1000
Kotwaali	State Bank Colony, Cheritaal, Ukhari, Saket Nagar, Raeshwar Colony, Vasundhara Colony, Punjab Bank Colony.	2500
MadanMahal	Shiv Nagar, Samta Colony, Sneh Nagar, Under Bridge	3000
Omti	Choti Omti, Odiya Mohalla	4000
Balebag	Gurandi Bazaar	1000
Gorakhpur	Kandari Naala, Gwarighat, Haathitaal colony, Satsang bhawan, Durganagar, Rampur, Kakarhaiyya Tallaya, Jogni Nagar	3000
Garha	Dhanwantari Nagar, Chandan Colony, Chapariya Mohalla, Bijauri Mohalla, Shahi Naaka, Gharha Baazar	2500
Cant	Khandaari Naala, Khandari Dam.	4000

Major applicable hazards:**Earthquake:-**

Jabalpur is situated towards east of Madhya Pradesh on the banks of river Narmada and lies on 23° 7' latitude and 79° 5' longitude and at a height of 394 meters above sea level. The city is situated in the Narmada Valley and is surrounded by the Vindhyas in the north, the Satpura range in the south. Jabalpur has the lithological sequence that represents rocks ranging in age from Archaean (2.5 billion Years) to recent period. The litho – stratigraphic succession of the area are the Mahakoshal Group, Madan Mahal Granite, Gondwana supergroup, Vindhyan supergroup, Lameta group and Deccan Trap. The rocks have been subjected to folding and faulting. The most important fault of the area is the Son – Narmada - South fault which coincides with River Gaur towards east. Other faults include Lamhetaghat fault, Patbaba fault, Chuii fault and Bhedaghat fault. The seismic activity in the area has been attributed to reactivation of the Son – Narmada fault.

Flood:-

Jabalpur is fed with rivers such as Narmada, Pariyat and Gour, these rivers during the season of monsoon and heavy rains become vulnerable to flooding. The low lying areas nearby these rivers become vulnerable to water inundation and hence a situation for floods develops in the nearby areas.

Industrial Disasters:-

With the location of Ordnance Factory, Gun Carriage Factory and Petroleum Depots at various places in the districts there are chances of minor or major accidents happening in the district. It's of utmost importance that all safety measures should be taken during the operational activities in these industries so that people inside are safe. It is also important that people residing in the nearby areas are trained and made aware about the various possible hazards that are applicable and are taught about fighting those in general.

Table B.1.3 Seasonality of hazards

Hazard	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Earthquake	y	Y	y	y	Y	Y	y	Y	y	Y	y	Y
Draught					Y	Y	y	Y	y			
Floods							y	Y	y			
Industrial Disaster	y	Y	y	y	Y	Y	y	Y	y	Y	y	Y

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)

Table B.2

Block wise vulnerability

Name of Block	Physical/Infrastructural Vulnerability	Environmental/ Natural vulnerability	Social vulnerability	Economic vulnerability	Institutional vulnerability
Sihora	Bridges, Roads	Flood Prone Earthquake Hiran River	10000 people are at risk	Agriculture is a major concern	Weak Institutional Support
Patan	Bridges, Roads	Earthquake		Livelihood is the prime issue	Weak Institutional Support
Majholi	Bridges, Roads	Earthquake Flood	Socially vulnerable	Agriculture and livelihood	Weak Institutional Support
Kundum	Bridges, Roads	Earthquake		Agriculture is a major concern	Weak Institutional Support
Jabalpur	Bridges, Roads, Govt Buildings, High Court of MP.	Earthquake Flood	There are few deep pockets of heterogeneous community	Agriculture and livelihood	Lack of general awareness among people
Panagar	Bridges, Roads	Earthquake		Livelihood is the prime issue	Weak Institutional Support
Sehpura	Industrial Vulnerability because of petroleum depots.	Earthquake		Agriculture and livelihood	Weak Institutional Support

B 3. Capacity Analysis**Table B 3.1 Resource inventory, Block wise**

Sl No	Contacto'r's Name	Telephone No	Cutter M/c	Dumper	JBC	Tractor	Roller	Water Tanker	Mixer M/c	Belching Plant
1	Shri Ranjendra Pateriya	9425324458	NIL	NIL	1	1	NIL	1	6	NIL
2	Shri Nitin Barsaiya	9893122720	2	13	6	8	4	8	5	1
3	M/S Narsingh Thakur	9425155332	NIL	8	2	1	2	3	4	1
4	M/s M.A.S	9301550222	1	21	5	4	6	5	7	2
5	M/s V P Singh	9425156947	3	48	7	14	14	10	15	1

Source : www.idrn.gov.in

B 4. Risks Assessment**Table B.4.1 Potential impact of applicable hazards and existing vulnerabilities**

Type of hazard	Vulnerable areas *	Vulnerability	Potential Impact	Identified safer places *
Flood	A list of low lying areas has been collected in hardcopy wrt to each police station in the district.	These places become vulnerable in july and august because of heavy rains.	It can affect the livelihood activities, agriculture, houses but as such no floods have been so major.	These places have been identified and a list is available in hardcopy.
earthquake,	Fault zones have been identified.		It can have very adverse effects as was seen fro 1997 Earthquake.	
drought,	No such vulnerable area for draught.			
stampede,	Can take place in melas at Gwari ghat and beda ghat.		It can affect the people visitng these elas and can cause serious damage to health and wealth.	
hailstorm,	As such no threat of hailstorms.			

fire, industrial disaster, accidents,	There are some chances of industrial disaster because of the presence of Ordinance factory and petroleum depots.		All though there is no past record of any such kind of occurrence but future occurrence cannot be ignored.	
Road accidents	NH-7, NH-12, NH-12A Passes through Jabalpur		Chances of road accidents cannot be ignored	

B 4.2 Risk profiling of the district

Risk Profiling of the District Block Wise:-

1. Sihora:- As the entire district is susceptible to earthquake there are potential chance of earthquake in this block also. The block seems more vulnerable to floods during the time of heavy rains because of exposure to rivers such as HIRAN which are seasonal in nature. There are chances of road accidents as NH-7 passes through this block which makes it prone to road accidents. Chances of draught and industrial disasters are minimal.
2. Patan:- As the entire district is susceptible to earthquake there are potential chance of earthquake in this block also. The block seems more vulnerable to floods during the time of heavy rains because of exposure to rivers such as HIRAN which are seasonal in nature. Chances of draught, industrial disasters and road accident are minimal.
3. Majholi:- As the entire district is susceptible to earthquake there are potential chances of earthquake in this block also. The block seems more vulnerable to floods during the time of heavy rains because of exposure to rivers which are seasonal in nature. There are chances of road accidents as NH-12 passes through this block which makes it prone to road accidents. Chances of draught and industrial disasters are minimal.
4. Kundam:- As the entire district is susceptible to earthquake there are potential chances of earthquake in this block also. The block seems vulnerable to floods during the time of heavy rains because of exposure to rivers which are seasonal in nature. There are chances of industrial disaster because of closeness to the ordinance factory Khamaria. Chances of draught are minimal.

5. Panagar:- As the entire district is susceptible to earthquake there are potential chance of earthquake in this block also. The block seems more vulnerable to floods during the time of heavy rains because of exposure to rivers such as HIRAN which are seasonal in nature. Chances of draught, industrial disasters and road accident are minimal.
6. Sehpara:- As the entire district is susceptible to earthquake there are potential chances of earthquake in this block also. The block seems vulnerable to floods during the time of heavy rains because of exposure to rivers which are seasonal in nature. There are chances of industrial disaster because of closeness to the petroleum depot at sehpara bettoni.. Chances of draught are minimal.
7. Jabalpur :- As the entire district is susceptible to earthquake there are potential chances of earthquake in this block also. The block seems vulnerable to floods during the time of heavy rains because of exposure to river Narmada which is perinneal n nature. There are chances of industrial disaster because of closeness to the petroleum depot at sehpara bettoni.. Chances of draught are minimal.

C . DISTRICT DISASTER MANAGEMENT PLAN

C 1 District Action Plans

C 1.1 Mitigation Plan

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

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

Mitigation embraces all measures taken to reduce both the effect of the hazard itself and the vulnerable conditions to it in order to reduce the scale of a future disaster. Therefore mitigation activities can be focused on the hazard itself or the elements exposed to the threat. Examples of mitigation measures which are hazard specific include modifying the occurrence of the hazard, e.g. water management in drought prone areas, avoiding the hazard by siting people away from the hazard and by strengthening structures to reduce damage when a hazard occurs. In addition to these

physical measures, mitigation aims at reducing the physical, economic and social vulnerability to threats and the underlying causes for this vulnerability.

Floods

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

Some aspects of flood planning and response are:-

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

Teams formed at District, Taluka and Village level from time to time. There is need for trained full time fire brigade personnel in each municipality who will help in search and rescue. The health department needs to be equipped with more water quality monitoring centers for effective surveillance of water quality during flood events. Planting of casuarina trees along the coast, which will serve as wind breakers. Provision of wireless communication equipment to all tahsil offices so that information about approaching cyclone can be relayed immediately.

Main Mitigation Strategies:

- Mapping of the flood prone areas is a primary step involved in reducing the risk of the region. Historical records give the indication of the flood inundation areas and the period of occurrence and the extent of the coverage. Warning can be issued looking into the earlier marked heights of

the water levels in case of potential threat. Flood hazard mapping will give the proper indication of waterflow during floods.

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

B. Road Accidents

- a. Setting up of a Highway Safety Patrol along the highway, which will be a specialized division of the highway police to tackle road accidents.
- b. Provision of full time trained fire brigade personnel in at least all the municipalities.
- c. Provision of adequate signboards, speed breakers and guard stones near the accident prone spots.
- d. Some hospitals along the highway should be upgraded with X-ray machines, blood bank and surgical facilities.

- e. If necessary, bypasses should be constructed wherever the highway passes through densely populated localities.
- f. The risk at the accident-prone spots must be minimized by adequate construction/resurfacing/widening etc.

C. Epidemics

Health department needs to be provided with more water quality monitoring centers for effective surveillance of water quality principally during the monsoon months and during flood events. Bleaching powder should be adequately available with all the Gram panchayats. Rural hospitals should be upgraded to include blood bank and surgical facilities. Contingency plan for response should be prepared after identifying the epidemics that are likely to occur in the region. Maps of all the health facilities in the region with an inventory of drugs and vaccines, laboratory set ups, list of number of doctors and supporting staff etc. need to be kept ready and updated at regular intervals. First aid training will help to cope better during the emergency response period for epidemics. Personnel protection through vaccination is an effective mitigation strategy and will protect the persons at risk. Improving the sanitary conditions, drive to check and fumigate breeding places of any vector, disinfecting the water source, etc.

D. Fires

Provision of trained manpower to the fire brigades. Provision of fire engines and trained manpower to all the municipalities. All fire tenders should be equipped with wireless sets. The procedural delay for fire engines to move outside the municipal limits should be removed. The coordinating authority for this may be vested with a senior officer in the municipal administration.

C 1.1.1 Scope of Integrating Risk Reduction in Development Schemes

PWD is responsible for most of the govt buildings and there construction. However there are private builders in Jabalpur city and town development authority is responsible for the grant of permission and ensuring that they stick to the norms of construction.PWD has site engineers at important govt buildings involved in continuous inspection of buildings. Municipality has building officer who certifies the building before every mansoon season.

Disaster management is no more confined to revenue department. It is a subject of all the departments. The following activities have been considered in mainstreaming it into development activities.

1. The Disaster Management has been included in school curriculum at CBSE level.
2. The Disaster Management is also made compulsory to NSS / NCC students at college level. So that during disasters they can be called upon for certain help.
3. Various Disaster Management courses have been offered in different institutions, colleges, universities taking its significance into account.
4. In construction work the civil engineers have to follow Bureau of Indian Standards (BIS) to construct resistant structures.
5. Special budget at district, taluka and village level should be allocated for training of various teams against disaster, purchasing of equipments to save the life and property of the people, organizing mock drills to create awareness among the people, updating the disaster management plans, etc.
6. Government officers, staff are also trained under disaster management, so that their skill will be helpful at the time of disaster.
7. Earthquake resistant principle may be followed in Indira Awas Yojana, lifeline structures, all buildings may be insured by bank, private companies.
8. At district, taluka and Panchayat level the plan should be adopted to reduce the risk and vulnerability in various activities.
9. Fund allocation should be made by Zilla Parishad, Panchayat Samiti and Gram Panchayat to carry out the following DRM activities:-
 - a. To train Search and Rescue, First Aid groups
 - b. To create awareness among the people
 - c. To procure search and rescue materials
 - d. To evacuate and set up temporary shelter for disaster victims
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.
10. Follow a Periodic Building assessment schedule and undertake the process of retrofitting of potentially weak buildings, unsafe infrastructures.
11. Plan a coordination Mechanism to mitigation measures across departments, including RD, UD, PWD, NRHM, JNNURM and NREGA etc.
12. Identify and interact with research institutions to evolve mitigation strategies
13. Procedural steps for research, development and promotion of adoption of cost effective buildings should be framed and implemented
14. Adherence of zoning laws, status of techno legal regime at district level, ensuring proper enforcement of existing regulations and acts should be emphasized on.
15. Appropriate building codes will be made applicable for new engineered & non engineered constructions, and should be strictly enforced by local body. The Municipal Corporation of local area will ensure the construction as per Indian Standard Building Codes;
16. Infrastructure department will do the retrofitting of public buildings under their maintenance charge. Generally PWD, Rural Engineering Services and Housing Board maintain the public buildings. The expenditure for such retrofitting will be taken care under maintenance head.

17. Community awareness will be raised regarding seismic resistant building construction techniques and seismic retrofitting of existing buildings. Housing Board will be the nodal agency to provide training through workshops and demonstrations. PWD and RES will support MPHB in these efforts;
18. Community awareness will be raised regarding 'do's and don'ts' in the event of an earthquake with the involvement of Panchayati Raj institutions and CBOs. Revenue department will be the nodal agency for this activity.

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 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.

C 1.1.2 Training & Capacity Building

- Training and capacity building of Govt. officials.

Training given by DMI is the only Disaster related training that the officials get.

Medical Department has given training to all its onsite compounders and drivers trained in giving First Aid.

Homeguard, Police, PWD and Veterinary Department have their staff trained in dealing with such situations, but this is through one time training. Not many mock drills are planned/conducted for the officials.

- Community level trainings and public awareness activities, in partnership with NGOs, Pvt. Sector and Govt. Training institutions. Public awareness work done by some NGOs. Periodic camps are organized related to disaster, management but there is no fixed schedule of things, its done mainly in arbitrary manner.

C 1.1.3 Community Initiatives

Communities are always the first responders and hence the DDMA / Distt. Authority will ensure Community participation through initiatives like Community Based Disaster Management (CBDM) to promote local ownership, address local needs, and promote volunteerism. There is a list of swimmers and divers that are there in the district. Apart from this no initiative by the community was reported. There was no Community formed Task Force reported in the district.

The idea is to draft out disaster management plan at the grass root level in order to lessen the impact of disasters and to cultivate a culture of disaster mitigation, preparation, and quick responsiveness among members of the community.

The proposal calls for a set of measures including the setting up of disaster management committees and task forces at panchayat level, preparation and execution of panchayat disaster management plans, and conduct of regular trainings and mock drills. Although some work in Jabalpur is already been done in this area, all the committees formed are on the paper and they are not active. Hence, for preparing a community based disaster management plan, need is to strengthen the already formed committees, and form new ones at places where they do not exist.

Such initiatives, besides enhancing capacity building of the community, it will also reduce the degree of risks associated with disaster and reduces the dependency on external agencies.

C 1.1.4 Risk Management Funding

Insurance schemes are important source of funds for restoration of private business enterprises. The Collector will coordinate with Insurance Companies to speed up settlement of insurance claims. It will help in restoration of private business enterprises. He will also coordinate with commercial banks for ensuring smooth flow of financial assistance from commercial banks for restoration of private business enterprises.

Agriculture department shall provide seeds and the required finance as loans through local banks for the resumption of agriculture activities. The district administration shall elicit the support funding of agencies like Care, CRS etc. for the resumption of agriculture and livelihood activities.

Revenue/Book Circulars contains standing instructions of the Government for distribution of ex-gratia payments to poor families, who suffer from disasters to initiate their recovery process. This assistance will be provided very promptly to the poor families by the functionaries of the Revenue Department.

C 1.2 Preparedness Plan

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

C.1.2.1 Preparedness before response

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

1. Establishment of the Control Rooms

The district administration should ensure the operation of control rooms. The control rooms are presently run by major line departments at revenue, police, MSED, Hospital, etc. at taluka and district level should be functional. As in the case of floods an emergency control room is established in the collectorate to monitor and regulate the vulnerable areas with respect to floods.

2. Plan Updation

Disaster Management Plan needs updating at every interval. It includes the skilled manpower, their addresses and contact numbers, necessary equipments, medicinal stock, daily necessities, list of flood prone villages etc. All these things have to be updated after a certain interval of time in to have a current list of inventories in hand which helps in better planning during the case of emergency.

3. Communication System

Training is given for search and rescue teams, first aid teams disaster management teams at village, taluka and district level. These teams will provide timely help during any type of disaster. Provision of wireless sets at all Sub-division and Taluka Offices for effective communication of heavy rainfall/flood warning should be provided. Fire Brigades at all the Municipal Offices.. Effective and stricter implementation of flood zone regulations disallowing construction within 200 m of river banks. Widespread community awareness programmes in flood prone villages so that villages are sensitized about the flood hazard and there are no problems when there is need for evacuation.

4. Training for Disaster Management Team Members

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

5. Organization of Mock Drills

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

6. Community Awareness on Various Disasters

1. Construction of Earthquake Resistant Structures
2. Retrofitting the weak structures
3. House insurance
4. Construction of embankments for flood control
5. Rehabilitation of people in safe lands
6. Development of plans for shifting people from vulnerable area to safer area

C.1.2.2 Pre-Disaster Warning, Alerts

Procedural steps for operationalization of Pre disaster warning systems will be mentioned here. Also the Agencies responsible for hazards specific warning at district level, will be captured here.

Table C. 1.2.2

Hazards	Agencies
Ex:	
Flood	<p>IMD, PHE, irrigation Department and the flood control room</p> <p>Reports procured from weather department -> Teams sent to the concerned areas for getting the area evacuated if required. -> Loudspeakers, Radio, Newspapers, Local TV channels are made use of in this regard.</p>
Drought	<p>IMD</p> <p>Local TV Channels, Radio, Loudspeakers, Newspapers, Local Daily/ Weekly</p>
Industrial	<p>Department. of Industry, Army Public Relations Officer</p>
Fair	<p>Continuous caution announcements are made in the area of Fair.</p>

The above table is for reference purpose; please make the appropriate one, according to your district.

C.1.2.3 Evacuation stage

Procedural steps for evacuation of people under threat or likely to be affected by the disasters.

Warning Alert -> Local Authority is made to get the word spread as to where and how to assemble for being taken to a safe area -> Teams reach and make the people move to safe areas. Police department plays the major role in evacuating the people, as they are the ones who are assigned with this charge to.

The following steps are recommended for evacuation:

A special Search and Rescue team consisting of the police department personnel, Home guards, PWD workers and the person having past experience in dealing with disasters should be constituted.

The procedural steps for evacuation of people under threat or likely to be affected by the disasters are as follows:

1. Evacuation team should separate into smaller groups targeting individually on different level of casualties.
2. The unconscious and severely hurt will given the top most priority and sent for in the ambulances
3. The people needing first aid come next who should be treated promptly.
4. Activate all the emergency communication mechanisms
5. Logistics should be contacted immediately for making the provisions for transportation.
6. Temporary relief centers should be set up as soon as possible to house all the affected people or they should be immediately sent for the existing relief centers.

C 1.3 Response Plan

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

C 1.3.1 Incident Command System (ICS)

All 5 major command functions (mentioned below) in Incident command system, to be followed: There is no such command system as of yet but during monsoon season there is an emergency control room which works 24*7 to avoid floods and if unavoidable to mitigate the damage caused by it.

- a) Incident command
- b) Planning section Administration Level (DC, SP, CMO, etc.) **Understands Situation -> Gives orders accordingly.**
- c) Operations section– On field teams of each department. **Take orders -> Make their move.**

- d) Logistics section– The warehousing section of each department takes care of this and the instructions of releasing the goods/logistics is given from the Higher Authorities of the department.
- e) Finance/ Admin section– **Funds are received as per the regulation RBC 64. Funds are sanctioned depending upon the amount that the Admin approves.**

Proposed System:

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**



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

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

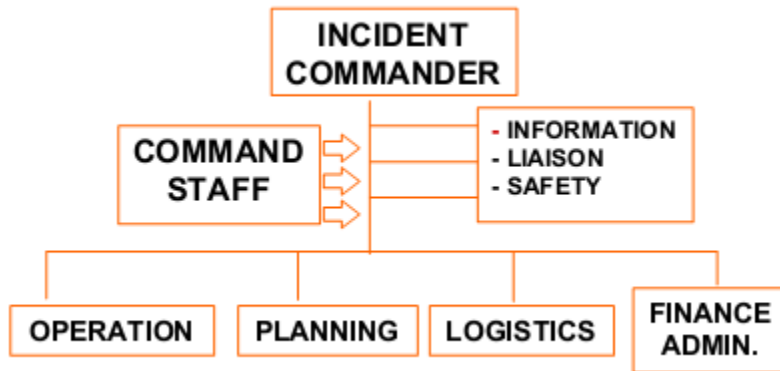
Collector/District Magistrate/Additional District Magistrate/Sub divisional Magistrate, ICS for Executives, Basic/Intermediate ICS, Incident Commander, Advance ICS, Area Command.

Category B

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.



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:

- Δ Assesses the situation and/or obtain a briefing from the prior Incident Commander.
- Δ Determine incident objectives and strategy.
- Δ Establish the immediate priorities.
- Δ Establish an incident command post.
- Δ Establish an appropriate organization.
- Δ ensure planning meetings are scheduled as required.
- Δ Approve and authorize the implementation of an Incident Action Plan.
- Δ Ensure that adequate safety measures are in place.
- Δ Co-ordinate activity for all Command and General Staff.
- Δ Coordinate with key people and officials.
- Δ Approve requests for additional resources or for the release of resources.
- Δ Keep agency administrator informed of incident status.

- Δ Approve the use of students, volunteers, and auxiliary personnel.
- Δ Authorize release of information to the news media.
- Δ Order the demobilization of the incident when appropriate.

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.

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

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.

△ Need to alert, warn or instruct the public

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

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

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

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

△ 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

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

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

△ 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

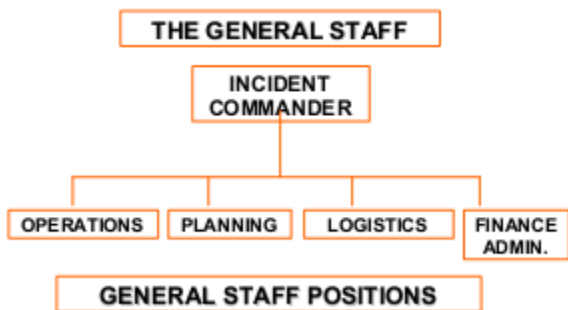
The Safety Officer's function on the Command Staff is to develop and recommend measures for assuring personnel safety, and to assess and/or anticipate hazardous and unsafe situations. Only one Safety Officer will be assigned for each incident. The Safety Officer may have assistants as necessary, and 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



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.

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

Δ The complexity of air operations and/or the number of aircraft assigned to the incident requires additional management support

Δ The incident requires both tactical and logistical use of air support

Δ 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

Δ Chemist

Δ Hydrologist

Δ Geologist

Δ Meteorologist

Δ 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:

Δ Obtain briefing from the Section Chief

Δ Participate in incident

Δ Determine current status of unit activities

Δ Confirm dispatch and estimated time of arrival of staff and supplies

Δ Assign specific duties to staff, supervise staff

Δ Develop and implement accountability, safety, and security measures for personnel and resources

Δ Supervise demobilization of the unit, including storage of supplies

Δ Provide Supply Unit Leader with a list of supplies to be replenished

Δ 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:

Δ Overseeing the check-in of all resources

Δ Maintaining a status-keeping system indicating current location and status of all the resources.

Δ 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:

Δ Display Processor – maintains incident status information obtained from

Δ Field Observers, resource status reports, etc. information is posted on maps and status boards as appropriate.

Δ Field Observer – Collects and reports on situation information from the field.

Δ Weather Observer – Collects current weather information from the weather service or an assigned meteorologist.

3. Documentation Unit

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 A 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
- 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:

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

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.

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.

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:

- Command
- Operations
- Logistics
- Planning
- Finance / Administration

C 1.3.2 Operational direction & coordination

Role and Responsibilities of ICS General Staff (Proposed)

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

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:

1. Ground or surface-based tactical resources
2. Staging Areas

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:

1. Single Resources
2. Task Forces
3. Strike Teams

Staging Areas

The second 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.

The Staging Area Managers report to the Operations Section Chief or to the Incident Commander.

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

1. Chemist
2. Hydrologist
3. Geologist
4. Meteorologist
5. 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:

- 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

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:

- Planning Section Chief
- A designated Unit Leader

Some examples of the more commonly used specialists are :

1. Meteorologist
2. Environmental Impact Specialist
3. Flood Control Specialist
4. Water Use Specialist
5. Fuels and Flammable Specialist
6. Hazardous Substance Specialist
7. Fire Behavior Specialist
8. Structural Engineer
9. Training Specialist

Logistics Section

The Logistics Section is responsible for the following:

1. Facilities
2. Transportation
3. Communications
4. Supplies
5. Equipment maintenance and fueling
6. Food Services
7. Medical Services
8. 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:

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

Please check with the DDMO / Nodal Officer, about the existing Incident Command System.

C 1.3.3 Rapid damage assessment & reporting**Table C 1.3.3****Table 1: Initial Assessment Report**

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

C 1.3.4 Distt. Search & rescue Team

Its headed by the district commandant homeguard and the members are the guards and ccand pc of the homeguards department. Team list has been procured.

Table C.1.3.4

S.No.	Name and designation of trained S&R Team member	Address with contact nos.
1	Ashish Khare Distrist Commandant Homeguards	09407131553
2	P.K. Pandaya Company Commandant Homeguards	09713598233
3	P.C.Sahoo Platoon Commandant	09977200696
	Remaining List attached	

C 1.3.5 Medical response**Table C.1.3.5**

S.No.	Name of team member	Designation	Contact no (off.)	Contact no (Res.)
1.	Dr B.S.Chouhan	CMO	2622202	09425386173
2	Dr. K.D.Baghel	Dean Medical College	2422851	2667002
3	Dr. P.K.Kasar	Superintendent Medical College	2422068	
4	Dr Ajit Dubey	Civil Surgeon	2621831	
5	Dr Jayant Tanvi Bale	District Ayurvedic Officer		9425161278
6	Dr S.L.Gupta	Health Officer Nagar Nigam Jabalpur		9926335190
7	Dr Kiran Patel	President IMA Jabalpur	2422851	2429586
8	Dr Jeetendra Jamdar	President Nursing Home Association	4005168	
9	Dr Ajit Dubey	Secretary, Red Cross Society Jabalpur	2621831	
10	Dr Praveen Kumar	CMO MPEB	2702580	
11	Rajesh Maheshwari	National Lions of India Jabalpur	2650959	
12	Dr J B Sen	Representative Family Planning	2650632	

C 1.3.6 Logistic arrangements

For an effective response from the relief team proper arrangements of the logistics are must. During the response phase, lots of resources are mobilized in terms of manpower, equipments and material. The relief workers and officials from outside the disaster area require transport, accommodation, food, etc. so that they can effectively perform the relief operations. Lot of equipments and materials has to be transported to the disaster site. All this requires logistic arrangements and coordination with different agencies.

In situation like Earthquake, the local transport infrastructure get crippled and immobilized. In such a situation, the local administration will try to mobilize the transport from outside. The drivers, cleaners and loaders etc. are required to work overtime and need proper care from the administration in terms of food, a place to park the vehicle and take rest. The team responsible for transport arrangement will try to take care of these basic requirements of the transport fleet. For running the transport fleet, petrol and diesel will be required and for this, appropriate arrangements will have to be made with the assistance of local oil companies, and dealers.

In a situation like Earthquake, the local infrastructure, which can be depended for arranging food, gets damaged. In such situation one needs to look for NGOs and caterers, who can organize emergency food on a really big scale. Such agencies needs to be identified in advance and requested during the emergency to organize the emergency food for relief teams and disaster victims. The relief officials and the disaster victims require food, even during the response phase. It will be the responsibility of the Food and Civil Supplies Department to arrange the food for the relief teams and disaster victims. The food can be provided to the relief teams and disaster victims, using the assistance of the local volunteers or the relief agencies themselves.

C 1.3.7 Communications

Sending all Out-Messages on behalf of Camp Officer of the Relief Camp. Data collection, record keeping, assistance in locating missing persons, information centre, organization of information for Site Operations Centre and on specific demands, maintaining In-Message and Out-Message register. In addition, 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 the truest information as far as possible. Rumors should not be spread. The correct numerical data should be published so that the public is not misguided.

C 1.3.8 Temporary shelter management**Table C 1.3.8**

S.No.	Name and address of safe shelters	Arrangement of food / free kitchen
	Have the list in hardcopy	

In many emergencies, local authorities would set up public shelters in schools, municipal buildings and places of worship. While they often provide water, food, medicine and basic sanitary facilities.

Living in Designated Emergency Shelters

- ◆ Stay in the shelter until the local authorities say it's safe to leave
- ◆ Restrict smoking and ensure that smoking materials are disposed off safely.
- ◆ Cooperate with local authorities and others staying in the shelter.
- ◆ Listen to radio broadcasts
- ◆ Watch out for fires
- ◆ Assist local authorities and volunteers in the management of water, cooked food and other relief supplies including medical care, if required.
- ◆ Make arrangement for pets and cattle before going to a public shelter.
- ◆ Organize recreation for children.
- ◆ Assist local authorities with the assistance of community members to maintain law and order.
- ◆ Immunize the population against epidemics.

Temporary shelter management are taken care of by-

1. Home departments
2. Fisheries department
3. Local NGO's and CBO's

Check with Revenue Deptt , DC office for detailed information.

C 1.3.9 Law & order

Maintaining law & order is major responsibility of Police, apart from it other stakeholders are also involved in it. This section will throw light on the coordination amongst the key functionaries and the necessary arrangements to be made at the district level, for maintaining the law & order.

Police department assigns the duty to respective TIs for the control of law and order and they are in coordination with the senior official to maintain law and order.

Please check with DDMO and Police Dept. to throw more light on it.

C 1.3.10 Public grievances/missing persons search/media management

A committee at the district level has to be constituted under the chairmanship of the District Collector to address the grievances of the public regarding missing persons. The search and rescue team should search for the missing persons living or dead.

Media Management:-

Media is an important source of information for the general public, especially in a disaster situation. Even the Government officials get a lot of useful information about the field situation from the media reports. Since the disaster management involves fast communication of information to the community relating to warning of a likely event and the arrangements for emergency response. The administration must utilize the local media resources for communicating with the local community. In a disaster situation, not only the people directly affected but their relatives and friends are also anxious to know about the welfare of their acquaintances. In such a situation, the media is able to inform the people about the welfare of the people. This plan has recognized the power of the media in keeping the people and the administration informed and seeks to utilize the media for the following purposes:

- The nature of the likely hazards, which may affect the lives of the people of the district and the ways to protect their lives and properties from the hazard;
- Increasing community awareness about the mitigation measures that can protect the lives and properties from the hazards;
- Communicating an advance warning of impending disaster to the people in order to give them time to take any protective action required;
- Identity of the people affected by the disaster and the nature of the effect;
- Arrangements made by the administration for the relief to disaster victims;
- Raising the awareness of the community to include mitigating measures for the recovery process;
- Keeping a watch over the relief operations and to keep the Government and the people informed about the same.

Thus, this plan provides for using the reach of the media with the people through all the four phases of disaster management. In Madhya Pradesh, District Collector interacts with the media through Public Relations Officer. The same arrangement will work even in relation to disaster management. In the absence of the Collector, Officer-in-charge of DECR will issue the press release through PRO.

There are certain cares and measures that must be taken while dealing with the media:

Principles of media

- The media should be managed rather than controlled
- Cooperation with the media is preferable to confrontation.
- Avoid public disputes within your organisation / agency and with others.
- The media is a communication medium to, and between, parts of the community.
- They can help to control convergence and rumour.
- They can list victim entitlements and promote self-help principles

How can media help:

- Provide information to disaster affected people about the nature of common reactions and the services / assistance available
- Educate the wider community about the experiences and needs of the affected people
- Provide feedback to the affected community about the support available from the remainder of the community.
- Provide opportunities for reflection, evaluation, comparison etc through talkback and anecdotes.

Media management:

- Talk to the interviewer (not to camera)
- Talk in short, simple chunks of information. One thought per sentence.
- Keep to the facts - avoid grey areas.
- If you are unclear then say so.
- Relate to your audience.
- Be prepared - have a statement ready.
- Stick to the facts - do not be led into “hypotheticals”
- If you promise to come back with more information then do so
- Never push the media away or lose your composure
- Never say something “off the record”.

- Avoid “NO COMMENT”.
- Material will be edited. Avoid dependent sentences.
- Avoid YES or NO answers.
- Change negatives into positives.
- Adjectives aren’t really necessary.
- In a media release get the key points in first.
- Approximate large numbers.

C 1.3.11 Animal care

Under this, the major function will be of Animal & Husbandry deptt, to treat the cattle, disposal of carcass, with a view to restore public life, and arranging necessary equipments in the affected areas.

Team of Veterinarians along with helping staff reaches the site. Its functions are :

- i) Provides vaccination & medication to the injured animals.**
- ii) Get the carcass buried properly so that not disease or water pollution occurs.**

The Animal Husbandry Department will organize special animal relief camps in coordination with Revenue Department, Nagar Nigam and allied support work services. The following services will be provided in the camps:

- To provide shelter to the affected animals by erecting temporary sheds
- To provide feed, fodder and potable drinking water
- Treatment of injured and sick animals by establishing a Veterinary Treatment Post to ensure effective treatment of animals
- List of animals would be prepared with details of their owners and distinguished marking will be made
- Arrangement for proper disposal of animals excreta
- Disposal of carcasses from the affected area shall be done immediately
- To prepare a list of dead animals
- Arrangements for grazing and milking of cows will be undertaken as per existing regulations
- To provide adequate veterinary cover, mobile and static hospitals will be established
- Pre monsoon vaccinations can be administered to prevent diseases and hence outbreak of epidemics.

C 1.3.12 Management of deceased

The Carcasses Disposal team is responsible for the clearing of carcasses after the disaster. The team should put in all efforts to check spread of diseases by disposing off the carcasses at the earliest and in the right manner. The health department will immediately start the procedure for post mortem of the dead persons as per the rules. Disposal of dead bodies is to be carried to prevent the outbreak of epidemics. Arrangement should be made to issue death certificates of the deceased to the relatives.

C 1.3.13 NGOs & Voluntary organizations

The contribution of NGOs and voluntary agencies during the response phase is generally invaluable. It has been the experience that many NGOs and voluntary agencies tend to provide relief on their own, without having any coordination or contact with the District Collector, who coordinates the response of Government agencies. It has also been observed that the relief provided by so many agencies tends to get targeted on the habitations on the main highways and roads or the main administrative towns. Consequently the victims living in interior villages and localities have to wait to get relief, while victims of habitations located on the main roads get far in excess of what they actually need. Therefore, there is a need of coordinating the relief efforts of NGOs and voluntary agencies also so that the relief reaches all the victims as per their needs. This coordination will be achieved through a working group, having representatives of important NGOs and some representatives from the local administration. This working group will try to coordinate the relief efforts of NGOs and voluntary agencies so that the NGOs and the voluntary agencies know the locations where their services are most required. Since most of relief through NGOs comes from outside the districts, it will be desirable to have a similar arrangement at the State level to advise the NGOs and voluntary agencies about the type of relief and the place where the relief is urgently required.

NGOs and CBOs have responded promptly and effectively in most of the emergencies both during the immediate response and in the recovery phases. Even the NGOs located far away from the disaster affected area have rushed their relief teams in. There is a need to coordinate the activities of a large number of NGOs and CBOs. This will be achieved by designating one of the local NGOs as the coordinator for activities and relief materials being arranged by other NGOs. The designated local NGO will provide the interface between the large number of NGOs and the district administration.

C 1.3.14 Relief management planning

Responsibilities and functions of Infrastructure desk

- Organize and coordinate clearance of debris
- Temporary Repairs to damaged infrastructure

This would be the responsibility of the vital services desks viz. PWD, Public Health & Engineering Department (PHED), Water Resource Department and works department of Municipal Corporation. The Desk Officers would be the nodal officer in-charge to coordinate and monitor the restoration activities done by their respective departments.

- Power
- Water
- Transport
- Telecommunication
- Roads
- Bridges
- Canals
- Public buildings

Construction of facilities

- Shelters with sanitation and recreation facilities as per the standards
- Provision of hand-pumps and borewells
- Temporary structures for storage
- Educational facilities
- Medical facilities
- Postal facility
- Helipads

Responsibilities and functions of health desk

A. Organize and maintain records on

Coordination and monitoring of these activities would be the responsibility of health desk headed by Chief Medical and Health Officer (CMHO).

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

B. Assess, supply and supervise

- Medical relief for the injured
- Number of ambulances required and hospitals where they could be sent, (public and private);
- Medical equipment and medicines required

- Special information required regarding treatment as for epidemics etc.

C. Supervision of maintenance of standards

- Identification of source for supply of drinking water through tankers and other means of transport
- Transit and relief camps for cooking arrangements, sanitation, water supply, disposal of waste, water stagnation and health services.
- Communities for storage of rations, sanitation, water supply, disposal of waste, water stagnation and health services.
- Standards in cattle camps with arrangements for water, fodder disposal of solid waste, veterinary services.

Responsibilities and functions of logistics desk

A. General

The Additional District Magistrate (ADM) would be the incharge of logistics desk. However, the activities mentioned below would also require assistance of police desk. It is proposed that the logistics and police desks work in close coordination for efficient execution of activities in the field.

- Assessment of reinforcement needs including manpower and deployment of resources as per information
- Requirement, availability and location of depots, and transportation of wood to the locations for mass cremation
- Identification of location where mass cremation/burial can be carried out and Manpower and transport that would be required for this work;
- Identification of location where carcasses can be disposed of and Manpower and transport that would be required for this work;
- Requesting for additional resources from other district / divisional headquarters / EOC. Arrangements with petrol pumps for supply of fuel for authorized relief vehicles against credit coupons
- Coordinating and supervising issuing of Village relief tickets to affected families
- Ensuring safe storage, and transport of relief Supplies
- Coordinate supplies distributed directly by NGOs and other organisations including private donors
- Ensure proper maintenance of vehicles and equipment

B. Coordination of Transport - with

- Railways
- MSRTC

- Private transporters
- Boat Operators
- State Government Aircraft
- State Government Helicopters

C. Organizing Transport for

- Rescue parties
- Relief Personnel
- Marooned persons
- Water, medicines, first aid and cooked food for marooned persons and Volunteers
- Relief Materials
- Seriously injured and Sick.

C 1.4 Recovery and Reconstruction Plan

This section will restore normalcy to the lives and livelihoods of the affected population, by short and long term measures. Short-term recovery will return the vital life support systems to minimum operating standards while long term rehabilitation will continue till complete redevelopment of the area takes place.

Insurance schemes are an important source of funds for reconstruction and repairs of private residential buildings damaged from the disaster. The community needs to be motivated through community awareness programmes to insure their properties. Commercial banks also provide financial assistance for reconstruction and major repairs of private residential buildings damaged from disasters. The house owners will be motivated to obtain financial assistance from commercial banks for this purpose.

NGOs and donor agencies also provide financial assistance for reconstruction / repair of private houses, particularly to the poor families, who cannot afford to avail financial assistance from commercial banks at normal terms. The Collector will coordinate with NGOs and donor agencies to ensure that the concessional assistance gets targeted to the really poor and needy families. The NGOs together with business organization shall be encouraged to adopt the various villages for reconstruction.

Housing Board in collaboration with PWD, RES will organize technology demonstration camps in the affected areas to inform the people about seismically appropriate building techniques so that new constructions are not vulnerable to the identified hazards

Administrative Relief

The district is the primary level with requisite resources to respond to any natural calamity, through the issue of essential commodities, group assistance to the affected people, damage assessment and administrating appropriate rehabilitation and restoration measures.

The district level relief committee consisting of official and non-official members including the local legislators and the members of parliament review the relief measures.

A district is sub-divided into sub-divisions and tahsils or talukas. The head of a subdivision is called the Sub-Division Officer (SDO) while the head of a Tahsil is known as a Tehsildar.

When a disaster is apprehended, the entire machinery of the district, including the officers of technical and other departments, swings into action and maintains almost continuous contact with each village in the disaster threatened area.

C 1.4.1 Restoration of basic infrastructure

- Housing and other important infrastructure damage will be addressed through the owner driven construction, financial, technical and material assistance provided by the Govt.

Insurance schemes are an important source of funds for reconstruction and repairs of private residential buildings damaged from the disaster. The community needs to be motivated through community awareness programmes to insure their properties. Commercial banks also provide financial assistance for reconstruction and major repairs of private residential buildings damaged from disasters. The house owners will be motivated to obtain financial assistance from commercial banks for this purpose.

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Housing Board in collaboration with PWD, RES will organize technology demonstration camps in the affected areas to inform the people about seismically appropriate building techniques so that new constructions are not vulnerable to the identified hazards.

C 1.4.2 Reconstruction of damaged buildings/social infrastructure

Reconstruction of damaged buildings will be addressed and supported through the advance tools like Insurance, Short-term Loans, and by any other important means, which are affordable.

Houses should be reconstructed in the disaster hit areas according to the following instructions:

1. Owner Driven Reconstruction
2. Public Private Partnership Program (PPPP)
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.
5. Owner Driven Reconstruction
6. Financial, technical and material assistance provided by the government.
7. The designs for seismic reconstruction of houses provided by the government.
8. The material assistance provided through material banks at subsidized rates.
9. Design of 10 model houses provided to the public to choose from with an option to have one's own design.

C 1.4.3 Restoration of livelihoods

Restoration of livelihoods in post disaster phase will be taken care of by the- NGO's , Forest department (specifically in tribal areas, 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

- This section will take care of psycho social needs of the affected victims, including women and children. The provision of trauma handling and social rehabilitation will be clearly mentioned here.

The need of psychological Rehabilitation is important aspect of recovery management. The women who are widowed and children, who get orphaned, require psychological treatment to restart their normal life. This process is very gradual and requires patience. The local volunteers and non-government organizations will organize camps on regular basis for such rehabilitation. Apart from this, Social Welfare Department will conduct psychotherapy sessions on regular basis. The Social Welfare department with the help of the NGOs and other professional bodies shall establish counselling centres for the psychological rehabilitation of the persons affected by the disasters. These centres shall work on similar lines of family counselling centres, which are being run under the Central Social Welfare Board.

The district administration shall accord priority for the recovery and rehabilitation of the weaker sections of the society like the Scheduled Castes and Scheduled Tribes as they normally take more time and efforts to recover from the disasters because of the economic and sociological reasons.

C 1.5 Cross cutting elements

C 1.5.1 Community Based Disaster Management

Communities are always the first responders and hence the initiatives pertaining to Community participation, promote local ownership, address local needs, and promote volunteerism, will be captured. The district level plan will be prepared, by incorporating the information, needs and local vulnerability, keeping in view the community participation at the sub district level.

The role and importance of community, under the leadership of the local authorities, Panchayati Raj Institutions (PRIs) and Urban Local Bodies (ULBs), being the bedrock of the process of disaster response, is well recognized. For their immediate support, there are other important first responders like the police, State Disaster Response Force (SDRFs), Fire and Medical Services. The NDRF will provide specialist response training whenever required. In serious situations, the resources of all NDRF battalions (18 teams per battalion), on an as required basis, will be concentrated in the shortest possible time in the disaster affected areas. Other important responders will be the Civil Defence, Home Guards and youth organisations such as NCC, NSS and NYKS. The deployment of the armed forces will also be organised on as required basis. Establishment/raising of NDRF should progressively reduce deployment of the Armed Forces. However, Armed Forces would be deployed only when the situation is beyond the coping capacity of State Government and NDRF.

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.

In preparedness plan, vaccinations for children and pregnant women should be given so that they are immune to any kind of epidemics that might break out after the disaster.

Special workforce should be trained to help old people evacuate their homes after the disaster. Awareness and sensitization among the men of the community should be done to evacuate the old people, disabled and women and children first and then evacuate themselves. First aid must be catered to the vulnerable groups and then to the others. Special Medical equipments required by the disabled people should be kept at disposal when and where required.

C 1.5.3 Addressing climate induced anthropogenic issues

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

Because of the change in climatic dynamics due to Global warming, etc the demarcation of seasons is not proper and rainy season which should have started from 15th of June, is starting from June 1st itself. Because of this the flood preparedness should change with respect to the change of this climatic change.

The changing monsoon pattern and intensity of rains should bring in resistant varieties of crops which can withstand these changes. Awareness regarding these crops should be brought in farmer community.

Since some disasters like hailstorms cannot be predicted, crop insurance should be ensured for all the farmers.

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

STANDARD OPERATING PROCEDURES

Department of Revenue and Relief

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

During Disaster
<ul style="list-style-type: none"> • Activate DEOC in full form. • To coordinate and plan all activities with the ESFs. • Conduct Rapid Assessment and launch Quick Response. • Conduct survey in affected areas and assess requirements of relief. • Distribute emergency relief material to affected population. • Coordinate all activities involved with emergency provisions of temporary shelters, emergency mass feeding, and bulk distribution of coordinated relief supplies for victims of disasters. • Coordinate NGO, INGO and international agencies interventions/support.
After Disaster
<ul style="list-style-type: none"> • Organise initial and subsequent technical assessments of disaster affected areas and determine the extent of loss and damage and volume and nature of relief required. • Keep the DDMA informed of the situation. • Ensure supply of food, drinking water, medical supplies and other emergency items to the affected population. • Visit and coordinate the implement of various rehabilitation programmes. • Coordinate the activities of NGOs in relief and rehabilitation programmes. • Allocate funds for the repair, reconstruction of damaged infrastructure after considering their overall loss and damage

Department of Home

Non Disaster Time
<ul style="list-style-type: none"> • Vulnerability map of the block / Tehsil • Resource Inventory, Capacity analysis. • List of cut off areas with safe route map for communication. • Formulation/ Updation of Disaster Plan for the District.
Warning Time
<ul style="list-style-type: none"> • List of storage facilities, dealers of food. • Control room setup/assignment of control room duty. • Pre-positioning of staff for site operation centres. • Pre-arrangements to be made as per the demand of various departments.

<ul style="list-style-type: none"> • During Disaster
<ul style="list-style-type: none"> • Arrangement of alternative communication/generator sets etc. • Arrangement of vehicles/boats of for evacuation. • Dissemination of warning/coordination with District Control room. • Monitor the working of various departments and make frequent visits to disaster struck areas to cross-check.
<ul style="list-style-type: none"> • After Disaster
<ul style="list-style-type: none"> • Estimating the loss and damage and keep a record. • Share experiences with all the departments. • Continuous aid & proper arrangements till situation is under control. • Monitor that the Repair & Restoration work is in progress as planned. • Examine the performance reports of various departments. • Examine the reports in order to make amendments and prepare a better strategy by taking inputs from all departments.

Department of Health

<ul style="list-style-type: none"> • Non Disaster Time
<ul style="list-style-type: none"> • Check on the tasks done at Zila, Tehsil & Block level • Demarcate areas prone to epidemics and other similar disasters. • Coordination with private health organisations • Demarcate areas where medical camps can be set. • Take regular inputs from Swastha Kendras about any unwanted/hostile conditions in terms of endemic/epidemic diseases. • Awareness among people about diseases & how can they be prevented from spreading. • Generators to be made available in all major hospitals. • Prepare a list of inventories required in case of disaster(vehicles/equipments/medicines)
<p>Warning Time</p>
<ul style="list-style-type: none"> • Construction & repair of IEC inventory. • ORS & other important medicines to be procured as requirement. • Training of employees and people regarding the basic treatment in case of flood/loo/minor bruises etc. • Procure necessary medicines for cases that are otherwise rare like snake bite, chlorine for cleaning water etc. • Prepare mobile units for sensitive & prone to be hit areas. • Identification of sites in probable disaster areas for site operation areas

During Disaster

- Send task force with necessary medicines to affected areas.
- Procure required medical equipments & medicines in case they fall short of it.
- Strong emphasis to be given to sensitive areas.
- Ensure that appropriate no of Staff/Doctors are present at the affected areas.
- Ensure cleanliness at the medical camps.
- Frequent checks on the Staff/Doctors on duty.
- Postmortem of dead bodies.

After Disaster

- Monitoring against spreading of diseases
- Continuous medical aid & proper arrangements till situation is under control
- Dead/Injured counselling
- Injured/handicapped to be treated and arrangement for healthy living facilities
- Provide healthy rehabilitation to disaster affected people.

Department of Transport

Non Disaster Time

- Designate one Liaison Officer of the department as the Focal Point and inform all concerned.
- Develop and implement disaster management plan for the department.
- Carry out survey of condition of all highway systems at state and district level.
- Identify and inventories transport vehicles available with the department and ensure that they are all in good working condition.
- Identify and inventories transport vehicles available with the private operators in the district.
- Allocate additional force to possible Disaster prone roads/routes identified
- Ensure that the force so allocated are aware of the possible disaster prone spots on these routes along with the possible type of disaster which may happen, as in the case of Petrol and Diesel transport vehicles leading to and from the IOC depot.
- Make departmental mitigation plan and ensure its implementation.
- Enforce the speed limits in the government vehicles regulated by the department and organize departmental awareness programs for the same

Warning Time
<ul style="list-style-type: none">• Depute an officer at the DEOC.• Ensure availability of fuel, recovery vehicles and equipment.• Take steps for arrangement of vehicles for possible evacuation of people
During Disaster
<ul style="list-style-type: none">• Establish contact with the DEOC.• Take steps for transportation of relief personnel and material to affected areas.• Take steps for movement of affected population to safer areas.• Collate and disseminate information regarding operational and safe routes and alternate routes, fuel availability etc. to personnel operating in the field.• Launch recovery missions for stranded vehicles.
After Disaster
<ul style="list-style-type: none">• Assess damage to transportation infrastructure.• Take steps to ensure speedy repair and restoration of transport links.

Department of Public Works

Non Disaster Time
<ul style="list-style-type: none">• Designate one Liaison Officer in the department as the Disaster Preparedness Focal Point. The Chief Executive Engineer will be the liaison.• Take precautionary steps for the protection of government property against possible loss and damage during disaster.• Formulate guidelines for safe construction of public works.• Prepare list, with specifications and position, of heavy construction equipment within the district.• Organize periodic training of engineers and other construction personnel on disaster resistant construction technologies.• Inspect all roads, road bridges by a bridge engineer, including underwater inspection of foundations and piers. A full check should be made on all concrete and steel works.• Inspect all buildings and structures of the state government (including hospital buildings) by a senior engineer and identify structures which are endangered by the impending disaster.• Emergency tool kits should be assembled for each division, and should include:• The designation of routes strategic to evacuation and relief should be identified and marked, in close coordination with police and district control room.• Prepare mitigation plan for the department and enforce the same.

- Advise the district disaster management authority on structural mitigation measures for the district.
- Repair, Maintenance and retrofitting of public infrastructure.
- Identify / prioritize mitigation activities of lifeline buildings and critical infrastructure and coordinate with the DDMA for its implementation.
- Place danger sign boards in the areas highly prone to specific type of disasters, such as road accidents etc.

Warning Time

- Establish radio communications with DEOC.
- Depute one representative at the DEOC as per the directions from DDMA.
- Instruct all officials at construction sites to keep manpower and materials prepared for protection and repair of public works.
- Direct construction authorities and companies to preposition necessary workers and materials in or near areas likely to be affected by disaster.
- Vehicles should be inspected, fuel tanks filled and batteries and electrical wiring covered as necessary.
- Extra transport vehicles should be dispatched from district headquarters and stationed at safe strategic spots along routes likely to be affected.
- Heavy equipments, such as front-end loaders, should be moved to areas likely to be damaged and secured in a safe place.
- Establish a priority listing of roads which will be opened first. Among the most important are the roads to hospitals and main trunk routes.
- Give priority attention to urgent repair works that need to be undertaken in disaster affected areas.
- Work under construction should be secured with ropes, sandbags, and covered with tarpaulins if necessary.
- Emergency inspection by mechanical engineer of all plant and equipment in the district workshops.

During Disaster

- Provide assistance to the damage assessment teams for survey of damage to buildings and infrastructure.
- Adequate road signs should be installed to guide and assist the drivers.
- Begin clearing roads. Assemble casual laborers to work with experienced staff and divide into work-gangs.
- Mobilize community assistance for road clearing by contacting community organizations and village disaster management committees.
- Undertake cleaning of ditches, grass cutting, burning or removal of debris, and the cutting of dangerous trees along the roadside in the affected area.
- Undertake construction of temporary roads to serve as access to temporary transit and relief camps, and medical facilities for disaster victims.
- As per the decisions of the District Emergency Operations Center undertake construction of temporary structures required,

<p>for organizing relief work and construction of relief camps, feeding centers, medical facilities, cattle camps and Incident Command Posts.</p> <ul style="list-style-type: none"> • If possible, a review of the extent of damage (by helicopter) should be arranged for the field Officer-in-Charge, in order to dispatch most efficiently road clearing crews, and determine the equipments needed. • If people are evacuating an area, the evacuation routes should be checked and people assisted. • Identify locations for setting up transit and relief camps, feeding centers and quantity of construction materials and inform DEOC accordingly. • Take steps to clear debris and assist search and rescue teams. • Provide sites for rehabilitation of affected population
<p>After Disaster</p> <ul style="list-style-type: none"> • Carry out detailed technical assessment of damage to public works. • Assist in construction of temporary shelters. • Organize repairs of buildings damaged in the disaster • Prepare detailed programs for rehabilitation of damaged public works. • Arrange technical assistance and supervision for reconstruction works as per request.

Department of Irrigation and Water Resources

<p>Non Disaster Time</p> <ul style="list-style-type: none"> • Communication establishment with District and Block/ Tehsil Control Rooms and departmental offices within the district. • An officer to be appointed as nodal officer. • Activation of flood monitoring mechanism • Methods/communication arrangement of alerting officers on various sites established • Check the preparation level of the department. • Identify the areas that face the maximum flow of the major rivers and also make the locals aware about it. • Identify the flood prone areas and demarcate them and also send a flood surveillance team to such areas. • Mark the maximum safe level of water at all the embankments of rivers, reservoirs and dams.
<p>Warning Time</p> <ul style="list-style-type: none"> • Mechanism evolved for forewarning settlements in the down stream/evacuation/coordination with other dam authority. • Identification of materials required for response operations • Repairs/ under construction activity are well secured • Water level gauges marked • Inlet and outlet to tanks are cleared

<ul style="list-style-type: none"> • Watch and ward of weak embankments & stock piling of repair materials at vulnerable points • Guarding of weak embankments • All staff informed about the disasters, likely damages and effects. • Procure necessary inventory for flood situations and keep it properly maintained. • Inventories for the case of breakage of dam/embankments like sand sacks, rocks, etc need to be brought and checked well in advance.
During Disaster
<ul style="list-style-type: none"> • Surveillance of flood hit/susceptible areas. • Make announcements about the coming flood. • Usage of advanced technology like GPS to calculate damage and the areas where maximum damage would occur. • Safety of equipments of the Irrigation department to be maintained. • Survey of major dams, embankments, bridges, channels etc is done. • Emergency help services to areas where bank got broken.
After Disaster
<ul style="list-style-type: none"> • Estimating the loss and damage and keep a record. • Surveillance for protection of people. • Share experiences with the department. • Formulate a checklist and re-prepare an emergency plan. • Training of staff to minimize the loss of life/property.

Department of Agriculture

Non Disaster Time
<ul style="list-style-type: none"> • Designate a focal point for disaster management within the department. • Identify areas likely to be affected. • Arrange for keeping stock of seeds, fertilizers and pesticides. • A pests and disease monitoring system should be developed to ensure that a full picture of risks is maintained. • Historical data to be gathered on the drought prone areas.
Warning Time
<ul style="list-style-type: none"> • Provide timely warning to DEOC/DDMA about droughts. • Check available stocks of equipments and materials which are likely to be most needed after the disaster. • Stock agricultural equipments which may be required after a disaster

<ul style="list-style-type: none"> • Determine what damage, pests or diseases may be expected, and what drugs and other insecticide items will be required, in addition to requirements of setting up extension teams for crop protection, and accordingly ensure that extra supplies and materials, be obtained quickly. • Provide information to all concerned, about disasters, likely damages to crops and plantations, and information about ways to protect the same. • All valuable equipments and instruments should be packed in protective coverings and stored in room the most damage-proof
During Disaster
<ul style="list-style-type: none"> • Depute one liaison officer to the DEOC. • Monitor damage to crops and identify steps for early recovery. • Estimate the requirement of Seeds Fertilizers Pesticides, and Labour. • Organize transport, storage and distribution of the above with adequate record keeping procedures. • Ensure that adequate conditions through cleaning operations are maintained to avoid water-logging in flooded areas.
After Disaster
<ul style="list-style-type: none"> • Quantify the loss and damage within the quickest possible time and finalize planning of agriculture rehabilitation. • Ensure availability of adequate supply of seeds, seedlings, fertilizers, pesticides and agricultural implements. • Assist farmers to re-establish their contacts with agriculture produce market and ensure that appropriate prices be offered to them.

Department of Rural Water Supply & Sanitation

Non Disaster Time
<ul style="list-style-type: none"> • Provide clean drinking water in all areas rural/urban. • Regular cleaning of nalas and prevent them from choking. • Facilitate proper drainage in all areas to prevent diseases.
Warning Time
<ul style="list-style-type: none"> • Proper arrangement of water tankers in good condition. • Arrange for generators in advance. • Make necessary arrangements of chlorine tablets for disaster prone/expected areas. • Repair the platforms of tube wells if required and any other necessary repairs if required to avoid damage.

During Disaster
<ul style="list-style-type: none"> • Cleaning water sources and continuous monitoring. • Supply of clean water at hospitals and medical camps. • Provide water through water tankers wherever required. • Provide emergency help to clean and start tube wells & other water sources. • Repair of damaged water sources to be carried out. • Aware people about how to keep the hand pumps free of microbial infections.
After Disaster
<ul style="list-style-type: none"> • Reinforcement & reconstruction of damaged sources and to keep records. • Share experiences with the department. • Training of employees. • Formulate a checklist and re-prepare an emergency plan.

Department of Veterinary

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

- Veterinary First Aid centre/stockman sub-centre at most of the areas to me made and all the wings should be ready to combat the situation.
- Getting the animals back to their owners and returning the stray ones to Nagar Maha Palika.
- Cleaning of temporary shelters.

Department of Fire Service

Non Disaster Time

- Strict enforcement of laws made for the security of Fire squad and proper proceedings to be done in case the law is violated.
- Regular check of equipments and procuring new ones as and when necessary.
- Demarcating Industries and areas susceptible to fire, events that are susceptible to fire etc.
- Aware people about their safety how to mitigate fire & its effects.
- Training of employees keeping their safety in mind.
- The blueprint of any building/house should not be accepted without proper Fire Safety measures.

Warning Time

- Train people how to mitigate fire in early stages and foremost how to avoid it.
- Training of people on how to react in an emergency situation.
- Train staff and Raj Mistri's about latest Fire Fighting techniques

During Disaster

- Find a safe way to save people trapped in fire in a house/ building/ aero plane/ train/ industry/ boiler etc.
- Get control over fire and minimize damage in case of an explosion.
- Control the situation in case of gas leak or leakage of some dangerous chemical.

After Disaster

- Help other departments in search & rescue and estimation of damage.
- Share experiences with the department.
- Training of employees about new disasters (related to fire) that can occur.
- Formulate a checklist and re-prepare an emergency plan.

Department of Telecommunications

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

Home Guards

Non Disaster Time
<ul style="list-style-type: none"> • Get details of the staff with their address and phone numbers • Arrange for details of fuel arrangement for ships-mechanized launches at the time of emergency. • Do's and Don'ts to be observed during emergencies and details of priorities should be given to the staff. • Set up for evacuation of people from affected area of the river side area. • Details of buildings, vehicles and equipments and list of contractors with vehicles and equipments should be procured. • Prepare map showing rivers and the important routes • Maintain communication equipments, telephone line, telex lines, megaphone and amplifiers with statistical data. • Make a list of details of important telephone numbers of water supplies, control room, hospitals, drainage system, railway stations, bus depots, strategically important places, Army Air force Navy camps and other sensitive places, major industrial units, and other communication channels which can be used during emergency. • Ensure the arrangement for transportation & evacuation of people from the affected areas.

<ul style="list-style-type: none"> • Prepare the action plan regarding repairs and alternative ways in case of disruption of transportation. • Prepare plan showing the alternative routes and arrangement for transportation of goods etc; during emergencies. • Inspect the garages and control point etc; which are damage prone. • Make due arrangement for materials to restore the facilities in case the movement of the materials and goods on the ports are damaged. • Prepare an action plan to avail on temporary bases, the technical personnel from the nearby district which is not affected. • Collect the details of swimmers in the district. • Make arrangement for sufficient fuel during emergency.
<p>Warning Time</p> <ul style="list-style-type: none"> • Maintain the equipments available such as cranes, diesel generator, earth mover machines, de-dusting pumps, cutters, tree cutters, ladders, ropes, flood lights, shovels, axes, hammers, RCC cutters, etc. which can be used during emergency and will ensure that those are in the working conditions. • Take due care to see that the transportation at shelters and emergency hospital is not disrupted during calamities. • Prepare a list of public properties related to transport department, which are in the damage prone area and will arrange in advance to minimize the damage. • Specifically take action to ensure that the fishermen do not move out for fishing as well as sailing during the final warnings of flood, etc. • Evacuate the fishermen to a safe place and if they deny, to get it done forcefully. • Ensure that the warning signals are received in time and shown immediately to the people.
<p>During Disaster</p> <ul style="list-style-type: none"> • Undertake the work of search and rescue and also the relief work • Set up a temporary special control room and information centre at the main bus station. • Immediately contact the district control room and will assist in the work • Ensure that the staff is on duty at the headquarters. • Assign the work to be done by the subordinate officers and staff regarding transportation under DDMP and to send them to their sites. • Ensure the availability of resources included in the DDMP and will make due arrangements to get those during emergency. • Consult the liaison officer to close the ports and sailing in the rivers, which is damage prone or dangerous for the safety of the people as well as the property. • Assist the administration to send the messages regarding warning to the remote area
<p>After Disaster</p>

- Follow the instructions of District Liaison Officer.
- Carry out the duty assigned for search and rescue work.
- Engage the resources and manpower available to manage the disaster.
- Review the matters regarding closing of movement at the port for safety measures and will ensure that it is restarted very soon.
- To contact the district control room if additional equipments, vehicles, manpower, technical personnel are necessary to restore the port related activities.
- Prepare a primary survey report of damage and send it to the District Control Room and to the administrative head.
- Collect the details of approach roads connecting the damaged area and get them repaired in co-ordination with the competent authority

Rural Development Department

Non Disaster Time

- Designate one Liaison Officer in the department and the district as the Disaster Management Focal Point.
- Develop a district disaster management plan for the department.
- Prepare maps showing population concentration and distribution of resources.
- Encourage disaster resistant technological practices in buildings and infrastructure.
- Encourage the people in earthquake prone areas to adopt earthquake resistant technologies.
- Report activities in periodic meetings of the district disaster management advisory committee and to DDMA.
- In coordination with PWD conduct regular training to the engineers of the department.
- Appoint one officer as focal point for mitigation activities
- On the basis of its developmental responsibility, liaise with other line departments and agencies for a coordinated mitigation approach.
- In coordination with the DDMA, conduct building assessments, identification of structural and non structural mitigation activities.
- Organize awareness programmes for BDO's, Panchayat secretaries and Gram Pradhans on structural and no-structural mitigation activities.

Warning Time

- Focal Point in department to keep in touch with the DEOC.
- Alert all concerned about impending disaster.
- Ensure safety of establishments, structures and equipment in the field
- Ensure formation of committee for rescue, relief and rehabilitation work and local volunteer teams.

During Disaster
<ul style="list-style-type: none"> • Ensure information flow from affected Gram Panchayats and maintain regular contact with DEOC (24 hrs). • Support revenue department in establishing ICP's in the affected areas • Ensure availability of drinking water at times of need. • Provide necessary infrastructure to carry out relief works • Assess initial damage
After Disaster
<ul style="list-style-type: none"> • Quantify the loss/damage • Organize reconstruction of damaged houses on self help basis with local assets and materials received from the government. • Take up repair/reconstruction work of infrastructure damaged by disaster

Panchayat Raj

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

Forest Department

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

Department of Food & Civil Supplies

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

Electricity Department

Non Disaster Time
<ul style="list-style-type: none"> • Prepare and manage inventory for emergency operations. • Training of electricity department workers and make sure that proper norms are being followed at the time of installation of various electric units/instruments. • Make various applicable and implementable schemes regarding the setup and examination of electrical units/instruments. • Make people aware so as to minimize the damage to life/limb caused due to electricity.
Warning Time
<ul style="list-style-type: none"> • Make provisions for providing electricity to rehabilitation centers in disaster hit areas & to cut off electric supply from risky areas in case of emergency. • Follow proper regulations monitor continuously so that in case of wire breakage the current does not spreads. • Make proper arrangements and follow stringent norms such that in case of a natural calamity, (like earthquake, flood, cyclone etc) the high tension line does not get damaged.
During Disaster – Response

<ul style="list-style-type: none"> • Cut off electricity immediately after receiving information about any disaster so as to minimize the damage caused. • Survey the spot and estimate (also help in estimation) the damage caused. • Be ready to provide electricity in areas where it is needed and can be provided safely. • Make a plan about how to re supply electricity to important areas, site operation centers, Industries, etc. • Examine and repair major poles, transformers & wires necessary for getting electricity supply back to areas needed. • Minimize the damage caused to life by demarcating dangerous areas and cutting electricity in time. • Restore the electricity facility in affected areas.
After Disaster – Recovery and Rehabilitation
<ul style="list-style-type: none"> • Repair of damaged poles, transformers and conductors etc as soon as possible to restore electricity in the district. • Surveillance for protection of people. • Share experiences with the department. • Formulate a checklist and re-prepare an emergency plan.

Department of Education

Non Disaster Time – Preparedness
<ul style="list-style-type: none"> • Identify one Liaison Officer in the department at district level as Disaster Management Focal Point. • Develop district level disaster management plan for the department • In consultation with DDMA, state education directorate and state education board include disaster related subjects in the curricula in schools, and colleges. • Arrange for training of teachers and students on Dm and school safety activities. • Ensure that all schools and colleges develop their disaster management plans. • Ensure that construction of all educational institutions in earthquake zones is earthquake resistant. • Conduct regular mock drills in the educational institutes
Non Disaster Time –Mitigation
<ul style="list-style-type: none"> • Identify structural and non structural mitigation measures and get them implemented. • In coordination with the SSA &/or Public works department assess schools and colleges buildings conditions and place the proposal of retrofitting of the structurally unsafe buildings with the state education department and/or DDMA. • Make departmental mitigation plan and ensure its implementation. • Ensure that earthquake resistant features are included in new school buildings.
During Disaster – Response

<ul style="list-style-type: none"> • In the event of disaster, place required number of education institutions and their buildings, under the DEOC for use as emergency shelter and relief centre, if necessary. • Students and staff trained as task forces as part of the school disaster management planning's can provide local voluntary assistance for distribution of relief material and assistance to special needy people in the locality.
After Disaster – Recovery and Rehabilitation
<ul style="list-style-type: none"> • Determine the extent of loss in educational institutions and submit the report to DDMA and state education department.

Department of Industrial Health and Safety

Non Disaster Time –
<ul style="list-style-type: none"> • Designate one Liaison Officer in the Department as the Disaster Management Focal Point at district level. • Ensure all possible steps for the security of manpower, implements, stock, installations/factories etc. • Prepare listing and locations of industries and establishments for possible sourcing of relief material during disasters in the district. • Ensure training on preparedness programmes to be adopted at different levels for all manpower employed in factories and establishments in disaster vulnerable areas. • Issue disaster management guidelines to all the industries and ensure on-site and off-site plans for all industries. • Prepare and disseminate guidelines for the labor security and safety. • Prepare and implement rules and regulations for industrial safety and hazardous waste management. • Support the State Pollution Control Board to enforce the law for preventing environmental disaster in chemical industry or industries emitting toxic gases and effluents. • Issue detailed instructions to the employees about their duties and responsibilities in precautionary, disaster and post-disaster stages of normal disaster. • Prepare and disseminate public awareness material related to chemical accidents. • Prepare & implement department's mitigation plan for the district
During Disaster
<ul style="list-style-type: none"> • Evacuation of the workers from the Industrial area vicinity • Request industries to provide emergency relief material such as food products, temporary shelter, medicines and medical equipment and search & rescue equipment. • During any industrial disaster, respond as per the disaster management plan of the respective industry or as per the guidelines for the specific hazard involved in the event.
After Disaster
<ul style="list-style-type: none"> • Take steps to plan for rehabilitation of industries adversely affected by disasters.

Department of Urban Development

<p>Non Disaster Time</p> <ul style="list-style-type: none"> • Designate one Liaison Officer in the department at district level as the Disaster management Focal Point. • Develop a disaster management plan for the department, including the identification of location of camps for different type of disasters, existing locations that can be used as shelters, inventories of agencies that can be used for tent establishment. • To conduct regular training the staff on minimum standards for shelter, relief camps and tent structures. • Prepare department’s disaster management plan. • Develop alternative arrangements for population living in structures that might be affected after the disaster.
<p>Mitigation</p> <ul style="list-style-type: none"> • Designate one Liaison Officer in the department as focal point for the mitigation activities. • Coordinate with the DDMA for implementation of mitigation activities in the urban areas. • Prepare & implement department’s mitigation plan
<p>Alert and Warning Stage</p> <ul style="list-style-type: none"> • In case of damage to offices, assist local authorities to establish and house important telecom equipment and officials at the earliest • Setting up water point in key locations and in relief camps
<p>Response</p> <ul style="list-style-type: none"> • Quick assessment of damaged areas and areas that can be used for relief camps for the displaced population • Locate adequate relief camps based on survey of damage • Clear areas for setting up relief camps • Locate relief camps close to open traffic and transport links • Set up relief camps and tents using innovative methods that save time • Provide adequate and appropriate shelter to the entire population • Coordinate with other ESFs in equipping shelter and relief sites with basic needs of communication and sanitation. • Maintaining and providing clean water • Procurement of clean drinking water. • Coordinate with DEOC & ICP’s for proper disposal of dead bodies in the urban areas.
<p>Recovery and rehabilitation</p> <ul style="list-style-type: none"> • Implement recovery & rehabilitation schemes through municipalities for urban areas.

Indian Red Cross and NGOs

Non Disaster Time
<ul style="list-style-type: none">• Take steps for preparing community based disaster management plans with facilitation from DDMA.• Identify volunteers in disaster prone areas and arrange for their training.• Awareness raising programs, seminars and meetings with the people for improving their capacity to face disasters.• Maintain contacts with District Administrators on its activities.• Ensure road communication and pre-positioning of relief material as close as possible to disaster prone communities.
Alert and Warning Stage
<ul style="list-style-type: none">• Issue warning notice to all concerned including the preparedness programs Designate a liaison officer for maintaining link with the DEOC of the District.• Keep the survey and relief team of head quarters on stand-by in readiness with required transport and equipment.• Mobilise volunteers and issue instructions for sending them to potential disaster affected areas.• Take part in evacuation programme of population with close cooperation of volunteers• Coordinate with pre identified NGOs for possible joint operations.
During Disaster :
<ul style="list-style-type: none">• Ensure survey of loss and damage in affected areas and dispatch of relief teams from concerned Red Crescent Society Units.• Assist the Province Government to determine loss, damage and needs related information.• Give emergency assistance to disaster affected people especially in the following cases:• Help in rescue and evacuation work, temporary shelter, first aid, food and clothing,• Arrange for distribution of relief material received from Red Crescent Unit of areas not affected by disaster and from headquarters.• Send request for requirement of relief and rehabilitation to the International Federation of Red Cross and Crescent Societies (IFRC) after informing about loss and damage due to disaster.
After Disaster
<ul style="list-style-type: none">• Participate in reconstruction and rehabilitation programmes in special circumstances.• Take steps for correct and effective evaluation of preparedness work and for correcting errors/weakness in such work.• Extend Cooperation to the district EOC for disaster documentation.

C 2.2 Hazard specific SOPs for designated Departments and Teams

Hazard Specific SOPs and checklists for all concerned departments, authorities, designated disaster management teams, committees and the sub committees at district and sub district level, will be prepared and maintained.

Preparedness Checklist for the District Collector

- Preparation of the DDMAP with the assistance of DDMC.
- Setting up District Control Room.
- Under the DDMP, district level agencies would be responsible for directing field interventions through various agencies right from the stage of warning to relief and rehabilitation.
- At the disaster site, specific tasks to manage the disaster will be performed.
- Collector will be an integral part of the DCR.
- Collector will be assisted by SOC.
- SOC will be headed by a Site Manager.
- Site Manager will co-ordinate the activities at various camp sites and affected areas.
- The site Operations Centre will report to the District Control Room.
- The Collector will co-ordinate all the field responses which include, setting up
- Transit Camps, Relief Camps and Cattle Camps.

Preparedness Checklist for the Police Department

- The department is familiar with the disaster response plan and disaster response procedures are clearly defined.
- Orientation and training for disaster response plan and procedures undertaken.
- Special skills required during emergency operations imparted to the officials and the staff.
- Reviewed and updated the precautionary measures and procedures, the precautions to be taken to protect equipment, the post-disaster procedures to be followed.
- Adequate warning mechanisms established for evacuation.
- An Officer has been designated as Nodal Officer for Disaster Management.
- Sources of materials required for response operations have been identified.

Preparedness Checklist for the Health Department

- The department is familiar with the disaster response plan and disaster response procedures are clearly defined.
- Orientation and training for disaster response plan and procedures undertaken.
- Special skills required during emergency operations imparted to the officials and the staff.
- Reviewed and updated the precautionary measures and procedures, the precautions to be taken to protect equipment, the post-disaster procedures to be followed.
- A hospital plan for the facilities, equipment and staff of that particular hospital

- based on “The Guide to Health Management in Disasters” has been developed.
- Hospital staff is aware of which hospital rooms / buildings are damage proof.
 - All the staff of the hospital has been informed about the possible disasters in the district, likely damages and effects, and information about ways to protect life, equipment and property.
 - An area of hospital identified for receiving large number for casualties.
 - Emergency admission procedures with adequate record keeping developed.
 - Field staff oriented about DDMP, standards of services, and procedures for tagging.
 - An Officer has been designated as Nodal Officer for Disaster Management.
 - Sources of materials required for response operations have been identified.

Preparedness Checklist for Electricity Department.

- The department is familiar with the disaster response plan and disaster response procedures are clearly defined.
- Orientation and training for disaster response plan and procedures undertaken.
- Special skills required during emergency operations imparted to the officials and the staff.
- Reviewed and updated the precautionary measures and procedures, the precautions to be taken to protect equipment, the post-disaster procedures to be followed.
- An Officer has been designated as Nodal Officer for Disaster Management.
- Sources of materials required for response operations have been identified.

Preparedness Checklist for Water Supply Department

- The department is familiar with the disaster response plan and disaster response procedures are clearly defined.
- Orientation and training for disaster response plan and procedures undertaken.
- Special skills required during emergency operations imparted to the officials and the staff.

- Reviewed and updated the precautionary measures and procedures, the precautions to be taken to protect equipment, the post-disaster procedures to be followed.
- Adequate warning mechanisms for informing people to store an emergency supply of water have been developed.
- Procedures established for the emergency distribution of water if existing supply is disrupted.
- An Officer has been designated as Nodal Officer for Disaster Management.
- Sources of materials required for response operations have been identified.

Preparedness Checklist for Irrigation Department

- The department is familiar with the disaster response plan and disaster response procedures are clearly defined.
- Orientation and training for disaster response plan and procedures undertaken.
- Special skills required during emergency operations imparted to the officials and the staff.
- Reviewed and updated the precautionary measures and procedures, the precautions to be taken to protect equipment, the post-disaster procedures to be followed.
- Flood monitoring mechanisms can be activated in all flood prone areas from 1st of June.
- All staff is well aware of the precautions to be taken to protect their lives and personal property.
- Each technical assistant has instructions and knows operating procedures for disaster conditions.
- Methods of monitoring and impounding the levels in the tanks evolved.
- Methods of alerting officers on other dam sites and the district control room, established.
- Mechanisms evolved for forewarning settlements in the downstream, evacuation, coordination with other dam authorities.
- An Officer has been designated as Nodal Officer for Disaster Management.
- Sources of materials required for response operations have been identified.

Preparedness Checklist for Telephone Department

- The department is familiar with the disaster response plan and disaster response procedures are clearly defined.
- Orientation and training for disaster response plan and procedures undertaken.
- Special skills required during emergency operations imparted to the officials and the staff.
- Reviewed and updated the precautionary measures and procedures, the precautions to be taken to protect equipment, the post-disaster procedures to be followed.
- An Officer has been designated as Nodal Officer for Disaster Management.
- Sources of materials required for response operations have been identified.

Preparedness Checklist for PWD

- The department is familiar with the disaster response plan and disaster response 2 procedures are clearly defined.
- Orientation and training for disaster response plan and procedures undertaken.
- Special skills required during emergency operations imparted to the officials and the staff.
- Reviewed and updated the precautionary measures and procedures, the precautions to be taken to protect equipment, the post-disaster procedures to be followed.
- All officers are familiar with pre-disaster precautions and post-disaster procedures for road clearing and for defining safe evacuation routes where necessary.
- An Officer has been designated as Nodal Officer for Disaster Management.
- Sources of materials required for response operations have been identified.

Preparedness Checklist for Agriculture Department

- The department is familiar with the disaster response plan and disaster response procedures are clearly defined.
- Orientation and training for disaster response plan and procedures undertaken.

- Special skills required during emergency operations imparted to the officials and the staff.
- Reviewed and updated the precautionary measures and procedures, the precautions to be taken to protect equipment, the post-disaster procedures to be followed.
- Information provided to all concerned officers about the disasters, likely damages to crops and plantations, and information about ways to protect the same.
- The NGOs and the other relief organizations are informed about the resources of the department.
- An Officer has been designated as Nodal Officer for Disaster Management.
- Sources of materials required for response operations have been identified.

Preparedness Checklist for Animal Husbandry

Department

- The department is familiar with the disaster response plan and disaster response procedures are clearly defined.
- Orientation and training for disaster response plan and procedures undertaken.
- Special skills required during emergency operations imparted to the officials and the staff.
- Reviewed and updated the precautionary measures and procedures, the precautions to be taken to protect equipment, the post-disaster procedures to be followed.
- Hospital staff is aware of which hospital rooms / buildings are damage-proof.
- All the staff of the veterinary hospitals and centres have been informed about the possible disasters, likely damages and effects, and information about the ways to protect life, equipment and property.
- An area of the hospital identified for receiving large number of livestock.
- Emergency admission procedures with adequate record keeping developed.
- An Officer has been designated as Nodal Officer for Disaster Management.
- Sources of materials required for response operations have been identified.

C 3 Financial Provisions for Disaster Management

According to ACT No. 53 of 2005 – the Disaster Management Act, 2005, Chapter IX, Finance, Account and Audit.)

The following Funds are recommended to be established for fulfilling the needs during disasters:

Establishment of funds by the State Government

The State Government shall immediately after notifications issued for constituting the State Authority and the District Authorities, establish for the purposes of this Act the following funds, namely:-

- a) The fund to be called the District Disaster Response Fund;
- b) The fund to be called the District Disaster Mitigation Fund;

Funds generation:

Reconstruction and rehabilitation projects are resource intensive. These projects have been financed in the past primarily through the state exchequer. In the recent past funds have also been raised from international agencies. Government of MP shall finalize the fund generation mechanism, including the covenants and measures that govern fund inflow and disbursement and usage. This includes:

1. Estimation of funds required based on detailed damage assessment report and consolidation of the same and the sectoral and regional heads.
2. Contracting with funding agencies and evolving detailed operating procedures for fund flow and corresponding covenants.

FUND DISBURSEMENT AND AUDIT:

The funds raised from funding agencies are usually accompanied by stringent disbursement and usage restrictions. It is therefore important to monitor the disbursement of such funds to ensure that none of the covenants are breached. MPSDMA in conjunction with relevant agencies shall monitor disbursement of funds to avoid duplication the funds and relief/ rehabilitation activities to be routed through the SDMA executive committee / DDMA only.

Emergency procurement and accounting

Where by reason of any threatening disaster situation or disaster, the National Authority or the District Authority is satisfied that immediate procurement of provisions or materials or the immediate application of resources are necessary for rescue or relief, -

- a) it may authorize the concerned department or authority to make the emergency procurement and in such case, the standard procedure requiring inviting of tenders shall be deemed to be waived;
- b) A certificate about utilization of provisions or materials by the controlling officer authorized by the National Authority, State Authority or District Authority, as the case may be, shall be deemed to be a valid document or voucher for the purpose of accounting of emergency, procurement of such provisions or materials.

C 4 Coordination mechanisms with other stakeholders

C 4.1 Mapping of stakeholders in the District

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

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

C 4.1.1 Private and Public Sectors:

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

Historically, corporate sectors have been supporting the disaster relief and rehabilitation activities. However, the involvement of corporate entities in disaster risk reduction activities is not significant. Corporate entities should redefine their business community plan to factor in hazards, risks and vulnerabilities. They should also create value in innovative social investments in the community. Public Private Partnership between the Government and private sector would also be encouraged to leverage the strengths of the latter in disaster management. The NDMA and SDMA need to network with the corporate entities to strengthen and formalize their role in the DM process for ensuring safety of the communities.

C 4.1.2 Non Governmental Organizations and Community Based Organisations:

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

C 4.1.3 Religious Institutions:

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

volunteers during response and recovery activities. Details of all these institutions and allied information will be provided here.

C 4.1.4 Academic Institutions:

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

C 4.1.5 International Humanitarian Organizations:

There are many international humanitarian organizations that support government agencies worldwide during emergencies. These agencies as per their mandates support during the different phases of the disaster management cycle. In this section, a comprehensive list of all the concerned international humanitarian organizations will be prepared, with contact details.

C 4.2 Responsibilities of the stakeholders

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

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

During emergencies district may require support from other adjoining districts, which are not affected by disasters. 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.

(As reported by the Nodal Officer, Inter District Cooperation & Communication is one of the major issue/problem. In this regards she suggested that:

- i) Contact of the Neighbouring district authorities who shall be contacted at times of need should be made available to the district authorities.**
- ii) Ample power should be given for both (the requesting & the responding district authorities) to work on the coordination part at the earliest.**

- iii) **Neighbouring districts should be having orders to provide all the possible support to the district facing any kind of disaster. Although this has to be done only when the district authorities of the affected district ask for the support.**
- iv) **For extreme cases, Point of Contact from Army/Navy/AirForce should also be given to the District Authorities.**

While devising the Inter District Coordination mechanism, the Divisional level approach to be kept in mind. The views of Divisional In charge have to be captured and addressed.

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

District level

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

Structure for Flood Management in the District

1. Sub-Divisional Committee for Flood Management

At sub-division level a committee has been constituted, which has the responsibility to do necessary arrangements for rescue, relief, safe drinking water and primary health care facilities in a flood situation. The members of the committee comprise of:

- Sub-divisional Magistrate
- DFO
- City Superintendent of Police
- Executive Engineer.
- Executive Engineer, Water Resource Department
- Commissioner, Municipal Corporation
- District Food Officer/Assistant DFO/Food Inspector (City & Rural Area)
- SDO, PWD, Building and Roads.
- SDO, Telecommunication.
- SDO

- Assistant Surgeon, Vet. Department.
- CEO, Janpad panchayat
- Depot Manager, MP State Road Transport Corporation
- CMO
- Assistant Engineer, MPEB (Concerned Sub-division)

C 7 Dissemination of DM Plan

After the approval of plan by SDMA, the concerned DDMA will be responsible for dissemination of the plan.

The district disaster management plan must be disseminated at three levels;

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

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

C 7.1 Plan Evaluation

The purpose of evaluation of DDMP is to determine

1. the adequacy of resources
2. co-ordination between various agencies
3. community participation
4. partnership with NGOs

The plan will be updated when shortcomings are observed in

1. Organizational structures
2. Technological changes render information obsolete
3. Response mechanism following reports on drills or exercises
4. Assignments of state agencies

Individuals and agencies assigned specific responsibilities within this Plan will prepare appropriate supporting plans and related standard operating procedures, periodically review and update alerting procedures and resource listings, and maintain an acceptable level of preparedness.

C 7.2 Plan Update

The DDMP is a “living document” and the Collector along with all line departments will update it every year taking into consideration

- The resource requirements

- Update of human resources
- Technology to be used
- Co-ordination issues

An annual conference for DDMP update will be organized by the Collector. All concerned departments and agencies would participate and give recommendations on specific issues. The new plan should be handy and precise. It should be so designed that it will definitely help the officials to take quick actions during the disaster. 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.

C 8 Annexure

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

C 8.1 District profile

District Disaster Management Urban Committee

Urban Disaster Management Committee Zone Wise.	
Zone 1:Garha.	Zone 3: Sanjay Gandhi Nagar
Members	Members
Team Leader :-Deputy Collector	Team Leader :-SDM Kotwali
Deputy Superintendent of Police (Member)	CSP Kotwali
Executive Engineer Nagar Nigam (Garha)	Executive Engineer Nagar Nigam (Sanjat Gandhi)
Tehsildar Nazul	Nayab Tehsildar Nazul
Revenue Inspector	Revenue Inspector
Revenue Inspector	Revenue Inspector
Revenue Inspector	Revenue Inspector
Revenue Inspector	Revenue Inspector
Zone 2:Gorakahpur	Zone 4:-Civil Line

Members	Members
Team Leader :-SDM Gorakhpur	Team Leader :-SDM Ranjhi
SP City	CSP Ranjhi
Executive Engineer Nagar Nigam (Gorakhpur)	Executive Engineer Nagar Nigam (Ranjhi)
Tehsildar Nazul	Nayab Tehsildar Nazul
Revenue Inspector	Revenue Inspector
Revenue Inspector	Revenue Inspector
Revenue Inspector	Revenue Inspector
Revenue Inspector	Revenue Inspector
Revenue Inspector	Revenue Inspector
Zone 5:Ghantaghar.	Zone 6:Mantalya.
Members	Members
Team Leader :-SDM Omti	Team Leader :-SDM Mohalpur
SP City	SP City (Civil Lines)
Executive Engineer Nagar Nigam (Ghantaghar)	Executive Engineer Nagar Nigam (Civil Lines)
SLR Land Revenue	SLR Land Revenue
Revenue Inspector	Revenue Inspector
Revenue Inspector	Revenue Inspector
	Revenue Inspector
	Revenue Inspector
Zone 7:Cheritaal.	Zone 8:Cant.
Members	Members
Team Leader :-TI Lardganj	Team Leader :-Deputy Collector
DSP Rural	SLR Land Revenue
Executive Engineer Nagar Nigam (Cheritaal)	Executive Engineer Nagar Nigam (Cant)

SLR Land Revenue	SLR Land Revenue Nazul
Revenue Inspector	Revenue Inspector
Revenue Inspector	Revenue Inspector
Revenue Inspector	Revenue Inspector
Revenue Inspector	

District Disaster Management Rural Committee

Rural Disaster Management Committee	
Sub Division :-Jabalpur	Sub Division :- Zone 1Jabalpur
Team Leader :- SDM (Revenue) Jabalpur	Team Leader :-Chief Executive Engineer (Janpad Panchayat Jabalpur)
Members	Members
DSP Rural	Additional Tehsildar Jabalpur-2
SDO PWD	Additional Tehsildar Khamariya
Additional Engineer RES	Additional Subdivision Officer
Additional Engineer PHE	Deputy Engineer
Additional Engineer MPEB	Sub Division Medical Officer
Tehsildar Jabalpur	
Nayab Tehsildar Maharajpur	
Sub Division :- Zone 2 Kundam	Sub Division :-Panagar
Team Leader :-CEOJanpad Panchayat Kundam	Team Leader :- CEO Panagar
Members	Nayab Tehsildar Panagar
Tehsildar Kundam	SDO Panagar

Sub Divisional Officer Kundam	Deputy Engineer
Deputy Engineer	Sub Division Medical Officer
Sub Division Medical Officer	Sub Division :-Sihora
Deputy Engineer	Team Leader :- CEO Sihora
	SDO Police
	SDO PWD
	SDO RES
	Additional Engineer PHE
	Additional Engineer MPEB
	Tehsildar Sihora

C 8.2 Resources

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

(List Procured)

LIST OF INVENTORY AVAILABLE WITH HOMEGAURDS

Name of Equipment	Availability
Boats	07
Engine Motor Boats	07
Inflatable Boats	01
Tarpoling	03
Generator	01
Binocular	04
Anchor	04
Sabbal	04
Gaiti	02
Search Light	05
Hx SAW	02
Drum 200 ltr	20
Stretcher	03
Ropes	Sufficient
Life Jacket	117

Life Boy	61
Boat Hook	04
Inflatable Boat Foot Pump	02
Megaphone Ahuja Make	10
Fire Extenguisher	10
Electrical Drill Machine	05
Drill Pit Set	10
Torch with Cell	21
Extension Ladder	05
Helmet	04
Water Proof Tent	07
Snatch Back Pulley	04

LIST OF INVENTORY WITH MUNCIPALITY	
NAME OF EQUIPMENT	AVAILABILTY
Dumpers	07
JCB	10
Water Tankers	40
Trucks 608	06
Sewer Jetting M/c	02
Crains	02
Road Rollers	01
Fire Engines	07
Mortury Vans	03
Rescue Van	01
Fogging M/c	02
Road Sweeping M/c	02
Lighting Repair	01
Tractors	24

List of Swimmers Homegaurd			
Sl no	Enrollment No	Post	Name
1	11	CHM	Ramgopal Dubey
2	76	HAV	Ambika Awasthi
3	16	NK	Lal Bahadur
4	88	NK	Balwaan Singh
5	89	NK	Dilraj Singh
6	159	NK	Sone Lal

7	546	NK	Prakash Upadhayay
8	540	NK	Amritlal Pandey
9	78	LNK	Ramprasad Yadav
10	14	LNK	Tilkeshwar Paroha
11	95	SK	Lamu Singh
12	585	SK	Tejilal
13	320	SK	Sushil Jhariya
14	483	SK	Jethu Singh
15	188	SK	Ranjeet Singh
16	247	SK	Omkar Singh
17	307	SK	Vijay Choudhary
18	529	SK	Robbie Robert
19	345	SK	Ramshankar Dubey
20	146	SK	Nicholas Paul
21	154	SK	Dhananjay Rawat
22	594	SK	Sanad Kumar
23	258	SK	Premlal Jhariya
24	343	SK	Mukesh Patel
25	186	SK	Dharam Singh
26	153	SK	Ganesh Ram Razak
27	443	SK	Narayan Barkade

C 8.3 Media and information management

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

C 8.4 Important Contact numbers

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

RVENUE OFFICERS, JABALPUR

Designation	Name	Mobile No.
Collector	Shri Gulshan Bamra	9425019108
ADM	Shri Akshay Singh	8085457689
SDM Jabalpur	Shri Sanjay Jain	9425145582
SDM Patan	Shri Rajendra Prasad Pandey	9425476189
SDM Gorakhpur	Shri N N Behra	9827041887
SDM Ranjhi	Shri Rajendra.K. Rai	9425466385

SDM Kotwali	Smt Nidhi singh Rajput + OIC Lokseva	9425208153
SDM Omti	Smt Sunanda Panchbhai + OIC Land Record	9425802012
SDM Sihora	Shri Amit Tomar IAS	8085452555
SDM Gohalpur	Shri Amresh Shrivastav	8120581678
Dy. Collector	Shri SK Sav	9425176375
Jt. Collector	Shri Alok Shrivastav	9425146505
Tehsildar Jabalpur	Shri Rishabh Jain	9425304945
Add. Tehsildar Panagar	Shri Dharmendra Mishra	9425174487
Tehsildar Gorakhpur	Shri P.S.Tripathi	9425185783
Tehsildar Kotwali	Shri Suresh K Gupta	9425184481
Tehsildar Sihora	Shri J.P.Yadav	9425483885
Tehsildar Gohalpur	Shri Mohd. Shahid Khan	9425860985
Tehsildar Majholi	Shri Manendra Kumar Singh	9425832344
Tehsildar Panagar	Shri Madansingh Raghuvanshi	9425039922
Tehsildar Ranjhi	Shri VK Karn	9424312042
Tehsildar Kundam	Shri SK Chandel	9425356860
Tehsildar Omti	Smt Rashmi Chaturvedi	9425891709
Tehsildar Patan	Shri Ajay Patel	9425493941
Tehsildar Bargi	Shri Vijay K Sen	9893150269
Tehsildar Cantt (Gorakhpur 2)	Shri Mahesh Pandey	9425465171
Nayab Tehsildar Jabalpur	Smt Anshu Soni	9575767333
Tehsildar Shahpura	Shri Pankaj Mishra	9425344560
Nayab Tehsildar Katangi	Shri Mohd. Siraaj	9425460629
Nayab Tehsildar Kundam	Shri Buddh Sing Masram	9425445979

Nayab Tehsildar Majholi (Poda)	Shri Omshanker Sharma	9977422549
Nayab Tehsildar Gorakhpur	Shri D K Soni	9425899597
Nayab Tehsildar Majhgawan	Shri SR Tamia	9039586268
Nayab Tehsildar Chargawan	Shri Shankerlal Gupta	9425411738
Nayab Tehsildar Khamariya	Smt. Swati. R .Surya	9425324926
Nayab Tehsildar Pipariya	Shri Anoop Shrivastav	9827151606
Nayab Tehsildar Majholi	Shri Mahendra Patel	9425317465
Nayab Tehsildar Katangi2/Patan	Shri Rajendra Kumar Verma	9827092134
Dy Comm LR	Shri Anil Shukla	9425158560
SLR	Shri T D Meshram	9425854822
SLR (Land Management)	Shri Nandlal Tumrali	9826931645
SLR Diversion (HQ)	Shri Vineet Tiwari	9425363498
SLR Diversion (Rural)	Shri Ramcharan Jharia	9925830525
ASLR	Shri Shriram Jharia	9424685663
ASLR	Shri Indrasingh Sodiya	9425417282
ASLR (Najool)	Shri Mayaram Kol	9424676845
ASLR (Najool)	Shri Madan Shrivastav	9425359352
ASLR	Shri Arjunsingh Verma	9926408233
OS	Smt. Kiran Jain	7612424811
Protocol Officer	Shri Rajendra.K. Rai	9425466385
Ass. Protocol Officer	Shri Vineet Tiwari	9425363498
Clerk Protocol	Shri Rajeev Upadhyay	9926686222

POLICE

JABALPUR

Designation	Name	Phone No.	Mobile No.
IG Jabalpur Range	Shri V Madhukumar	07612676103	9827026000
DIG Jabalpur Range	Ms Sonali Mishra	07612676105	9754033860
SP Jabalpur	Shri Santosh Kumar Singh	07612676111	9425403242
SP Special Branch	Shri Atul Singh	07612676114	9407078999
SP Radio	Shri M M Khan	0761	9425079126
Addl. SP (City)	Shri Satyendra Shukla	07612676120	9425176744
Addl SP (Rural)	Shri T.K.Vidyarthi	07612676130	9425411400
Addl SP HQ	Shri A K Shukla	09425182646	9993744369
DSP Traffic	Shri KL Thakur	-	9425014299
DSP HQ	Shri Ratnesh Singh	07612676190	9425417722
DSP Rural	Shri Mithilesh Tiwari	07612676212	9009666649
Dy Comm. 6th Bat.SAF	Shri AK Shukla	0761	9425409105
DSP Crime		07612676117	
SP AJK	Shri RS Belvanshi	07612403300	9425158852
DSP AJK	Shri JD Bhonsle Shri RS Kalda	07612676378	9425469668
DSP Dist. Special Branch	Shri BK Shukla	07612676116	9685178760
DSP Line	Shri MK Pathak	07612676329	9425465511
CSP Kotwali	Shri Rajesh Dandotiya	07612676140	9425126506
CSP Omti	Shri Rakesh Khakha	07612676150	9425120055
CSP Ranjhi	Shri Guru Prasad Parashar	0761	9425400800
CSP Gorakhpur	Shri Sandeep Mishra	07612676170	9425411933
CSP Gohalpur	Shri CN Dubey	07612676180	7869074226
DSP Traffic	Shri RL Badoliya	07612676190	9425417722
SDOP Sihora	Shri Suryakant Sharma	07624230470	9826194059
SDOP Patan	Shri Ashok Pandey	07621220621	9425452500
TI Kotwali	Shri Hemant Tiwari	07612676141	9425173738
TI Lordganj	Shri Upendra Dixit	07612676142	9425644371
TI Madan Mahal	Shri DS Barkade	07612676143	9893267508
TI Omti	Shri DL Tiwari	07612676151	9425162500
TI Belbagh	Shri Shivendra Singh	07612676152	9425358059
TI Civil Lines	Shri RK Richariya	07612676153	9424982556
TI Ranjhi	Shri JBS Chandel	07612676161	9425343999
TI Ghamapur	Shri Devlal Prem	07612676162	9826996963

TI Khamaria	Shri Shrikant Dwivedi	07612676163	9425357307
TI Gorakhpur	Shri RS Parmar	07612676171	9425096323
TI Garha	SI Shri AK Shrivastav	07612676172	9826310978
TI Cantt	Shri Bharat Dubey	07612676373	9425331492
TI Gohalpur	Shri Samarjeet Singh	07612676181	9425330754
TI Hanumantal	SI Shri NS Khandate	07612676182	9425484593
TI Adhartal	Shri Shivnarayan Dubey	07612676383	9425418000
TI Panagar	SI Shri Rajkumar Mishra	07612350023	9424668390
TI Barela	Si Shri Charandas Panoriya	07612890421	9425484933
TI Bheraghat	Shri Tarun Nayak IPS	07612830429	9479994034
TI Bargi	Shri Arjun Uike	07612860350	9425854391
TI Kundam	Shri DR Roniya	07623250586	9425728080
TI Chargavan	Shri Kamlesh Chauria	07621271550	9425026952
TI Patan	Shri AP Dwivedi	07621220421	9425184024
TI Katangi	Shri Hakim Singh Pawar	07621268621	9425150544
TI Shahpura	Shri Yakub Khan	07621230234	9993930352
TI Belkheda	Shri Devi Singh Thakur	07621264478	9827255630
TI Sihora	Shri Bhupendra Singh Yadav	07624230610	9425167650
TI Majholi	Shri DS Dubey	07624244429	9893760193
TI Majhgavan	Shri SK Dwivedi	07625271231	9425357362
TI Mahila Thana	Smt. Ruchita Chaturvedi	07612676138	9993585088
SP EOW	Shri Purushottam Sharma	0761	9425365278

**DEVELOPMENT OFFICERS,
JABALPUR**

Designation	Name	Mobile No.
CEO ZP	Shri Vishesh Garhpale	9669266077
CEO JDA	Shri Awadh Shrotriya	9425047772
EE RES	Shri VS Verma	9425150983
GM MPRRDA	Shri P.K.Jain	9425162970
JD TNCP	Shri R.K.Pandey	9229830391
Dy Comm Housing Board	Shri Mahendra Singh	9826288136
EE Housing Board 1	Shri Deepak Bansod	9827076450

EE Housing Board 2	Shri M L Thakurey	9424025255
EE (Electrical) HB	Shri R S Dwivedi	9893551867
PO DUDA (Charge)	Shri Dinesh Sahu	9425384264
APO DUDA	Shri Subhash Jain	9425893450
DD Urban Administration	Shri V N Pateriya	9425159210
EE PWD Div 1	Shri N L Wadhvani	9425455664
EE PWD Div 2	Shri SR Baghel	9425484992
EE PWD (E&M)	Shri R R Shakya	9425006057
SE PWD (E&M)	Shri U K Gautam	9425323142
SE NH	Shri RC Choudhary	9425158298
EE NH	Shri MM Chaterjee	9425155709
EE Bridge Corporation	Shri VK Diwakar	9424966945
EE PHE	Shri R K Shakyawar	9425131699
CMO Sihora	Shri R.P.Soni	9893414794
CMO Panagar	Shri Manoj Shrivastav	9893220160
CMO Katangi	Shri M.K.Tiwari	9893547508
CMO Majholi	Shri Pradeep Kumar Jharia	9406782069
CMO Patan	Shri P.N.Singh	9827014081
CMO Bheraghat	Shri Ganesh Prasad Choubey	9893828799
CMO Barela	Shri L.D.Dwivedi	9981096219
CMO Shahpura	Shri Imtiaz Hussian	9826430394

NATIONAL HIGHWAY

Designation	Name	Mobile No
Project Director	Shri Vivek Jaiswal	9425175457
SE	Shri RC Choudhary	9425158298
EE	Shri MM Chaterjee	9425155709

**PANCHAYAT/SOCIAL JUSTICE,
JABALPUR**

Designation	Name	Phone No.	Mobile No.
CEO ZP	Shri Vishesh Gadpale IAS	07612624860	9669266077
CEO JP Jabalpur	Smt Pratibha Parte	07612678182	9424900320
CEO JP Panagar	Shri S. Mohd. Mehboob	07612350239	9425170343
CEO JP Sihora	Shri SK Sachan	07624230824	9425175630
CEO JP Majholi	Shri Mukesh Jain	07624244510	9425133867
CEO JP Kundam	Shri P.L. Yadav	07623250527	9425447184
CEO JP Shahpura	Smt Sunita Choubey	07621230671	9424320551
CEO JP Patan	Shri SS Sharma	07621220584	9425419611
President ZP	Shri Bharat Singh Yadav		9425357176
Vice-President ZP	Shri Khiladi Singh Armo		9425659718
President Janpad Panchayat Jabalpur	Smt Hemlata Paraste		9425863015
Vice President Janpad Panchayat Jabalpur	Shri Shivkumar Patel		
President Janpad Panchayat Panagar	Shri Abhilash Kashyap		
Vice President Janpad Panchayat Panagar	Shri Vairagya Patel		
President Janpad Panchayat Sihora	Smt Omkari Patel		9425465593
Vice President Janpad Panchayat Jabalpur	Shri Vinod Shrivastav		
President Janpad Panchayat Majholi	Smt Urmila Dahiya		9424630243
Vice President Janpad Panchayat Majholi	Smt Kiran Gupta		9425384102
President Janpad Panchayat Kundam	Shri Manish Soni		9425867318
Vice President Janpad Panchayat Kundam	Shri Ravi Mahobiya		9424323057
President Janpad Panchayat Patan	Smt Snehlata Singh		9425155118
Vice President Janpad Panchayat Patan	Smt Bharti Patel		
President Janpad Panchayat Shahpura	Smt Radha Patel		9977221810

Vice President Janpad Panchayat Shahpura	Smt Mira Rai		
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FOREST, JABALPUR

Designation	Name	Phone No.	Mobile No.
CCF/DFO	Shri R K Shrivastava	0761-2624195	9424792626
PA	Prabhat Dubey	0761-2422216	9424792687

HEALTH, JABALPUR

Designation	Name	Mobile No.
JD Health Services	Dr. J.L.Mishra	9425858000
CMHO Jabalpur	Dr. B.S.Chauhan	9425386173
Civil Surgeon	Dr Ajeet Dubey	9425152714
Dean Medical College	Dr. K.D.Baghel	9425156483
Superintendent Medical College	Dr. P.K.Kasar	9425359504
DPM RCH-2 (NRHM)	Smt Sharda Singh	9425324600
Superintendent Rani Durgawati (Elgin) Hospital	Dr.Neerja Dubey	9425153205
District Immunization Officer	Shri J.M.Nema	9826524690
Family Welfare & Health Officer	Shri Bharat Singh Chauhan	9826282249
Family Welfare & Health Officer	Dr. Vinod Kumar	9827258921
Asst. Surgeon(Immunization Incharge)	Dr S.K.Upadhyay	9827007612
District Immunization Officer	Dr Girish Chourasiya	9425026053
Dy. MEIO	Shri Satish Mishra	9893774120
Dy. MEIO	Shri Ajay Kureel	9826118952
Dy. MEIO	Smt S. Markam	7612428651
DPHNO	Smt S.Shastri	9300106722
Malaria Officer	Shri S.R.Dahiya	4019363
Lady Asst. Surgeon Govt Family Welfare Center Ghamapur	Dr.Smt Durga Markam	9893169110
Lady Asst. Surgeon Govt Family Welfare Center Victoria	Dr Smt Rajni Arora	9926366229
Asst. Surgeon Govt Family Welfare Center Ranjhi	Dr Ashok Singhavi	9826588700

Lady Asst. Surgeon Govt Family Welfare Center Ranjhi	Dr Smt Vinita Uppal	9425150949
Lady Asst. Surgeon Govt Family Welfare Center Adhartal	Dr Smt P.V.Puri	9329887378
Lady Asst. Surgeon Govt Family Welfare Center Gorakhpur	Dr Smt Shashi Nagpal	9893169110
Lady Asst. Surgeon Maternal & Child Welfare Center Tilwara Ghat	Dr Smt K.Rai	9425861841
Asst.Surgeon Primary Health Center Indrina	Dr P.C.Anand	9993217412
BMO / Asst.Surgeon Primary Health Center Barela	Dr N.D.Pipari	9826608281
Asst.Surgeon Primary Health Center Boria	Dr B.D.Kirar	9425172862
Asst.Surgeon Primary Health Center Belkhadu	Dr Nilesh Suryavanshi	9907778766
Asst.Surgeon Primary Health Center Belkheda	Dr Rajendra Kumar Navait	
Asst.Surgeon Primary Health Center Katangi	Dr Rupam Mitra	9425866386
Asst.Surgeon Primary Health Center Katangi	Dr Bharat Khatik	9424306322
BMO / Asst.Surgeon Primary Health Center Majhgavan	Dr Devendra Shalwar	9424357370
Contractual Surgeon Primary Health Center Khitaula	Dr Manish Patel	9424768506
Asst.Surgeon Primary Health Center Padariya	Dr P.K.Bhalchakra	9424323016
Asst.Surgeon Primary Health Center Sonpur	Dr D.N.Adhikari	9300452964
BMO / Asst.Surgeon Primary Health Center Chargavan	Dr Pradeep Agrawal	9425157884
Asst.Surgeon Primary Health Center Gosalpur	Dr Deepak Gaikwad	9425160054
Asst.Surgeon Primary Health Center Lamkana	Dr G.D.Paharia	9977734130
Gyanacologist Civil Hospital Sihora	Dr Smt Shanta Palload	9425363404
Lady Asst.Surgeon Civil Hospital Sihora	Dr Veena Jain	9424496774
Asst.Surgeon Civil Hospital Sihora	Dr Sanjay Jain	9424496774
Asst.Surgeon Civil Hospital Sihora	Dr R.K.Jain	9424309535

Incharge / Asst.Surgeon Civil Hospital Sihora	Dr A.K.Das	9425837107
Contractual Dental Medical Officer Civil Hospital Sihora	Dr Sunil Latiyar	9329490502
Neuro Specialist Community Health Center Kundam	Dr R.K.Jain	9425465611
BMO / Asst. Surgeon Community Health Center Kundam	Dr Sohanlal Pipliya	9424323014
BMO / Asst. Surgeon Community Health Center Majholi	Dr S.S.Thakur	9424310808

FOOD, JABALPUR

Designation	Name	Mobile No.
Food Controller	Shri NK Shrivastava	9425339454
Asst. Supply Officer	Shri Shailesh Sharma	9425482520
Asst. Supply Officer	Shri Arun Jain	9893079942
Asst. Supply Officer Patan	Shri JR Lekhpandey	9424441379
Junior Supply Officer	Shri YS Tiwari	9425863606
Jr. Supp. Offr Kundam	Shri JP Nigam	9424728971
Junior Supply Officer	Shri Sanjay Khare	9424911821
Jr. Supp. Offr Panagar	Shri Sunil Verma	9301488285
Jr. Supp. Offr Sihora	Shri Rajdhar Saket	9425438883
Jr. Supp. Officer	Smt Anita Sorte	9300938171
Jr. Supp. Officer	Smt Sarika Kumbhare	9301065754
Jr. Supp. Officer	Shri Sanjeev Agrawal	9981913229

**EDUCATION,
JABALPUR**

Designation	Name	Mobile No.
DEO (Charge)	Shri Ghanshyam Soni	9425151451
DPC Zila Shiksha Kendra	Shri HP Kurmi	8120644854
BEO Jabalpur	Smt Savitri Sarvete	9425385764
BEO Panagar	Shri Babulal Saket	9229622387
BEO Sihora	Smt H. Saini	9752190919
BEO Majholi	Shri R.K.Vyohar	9425363221
BEO Patan	Shri R.P.Dubey	9893420735
BEO Shahpura	Smt C.P.Kapoor	9977880691
BEO Kundam	Shri T.P.Saket	9098833248
BRC Jabalpur Rural	Shri Upendra Yadav	9907680003

BRC Panagar	Shri D.K.Shrivastav	9329664188
BRC Sihora	Shri Ashok Upadhyay	9424394529
BRC Majholi	Shri Dubey	9425466377
BRC Patan	Shri Amarsingh	9617778808
BRC Shahpura	Shri R.D.Guru	9826858849
BRC Kundam	Shri Sanjay Jat	9826505533
BRC Kundam	Shri SL Yadav	9826611009
Principal DIET	2624603	9826040691

JABALPUR MUNICIPAL CORPORATION

Designation	Name	Mobile No.
Mayor JMC	Shri Prabhat Sahu	9685042200
Chairman JMC	Shri Rajesh Mishra	9685043247
Commissioner JMC	Shri Narendra Bahadur Singh Rajput	9406900005
Addl Comm One JMC	Shri MP Singh	9685043777
P One	Smt Bidamo Singh	9685042201
P Two	Smt Reeta Shekhar Choubey	9685042202
P Three	Smt Radhika Agrawal	9685042203
P Four	Smt Nikhat Parveen	9685042204
P Five	Smt Shimla Kol	9685042205
P Six	Shri Vinay Saxena	9685042206
P Seven	Smt Deepmala Sonker	9685042207
P Eight	Smt Anita Yadav	9685042208
P Nine	Shri Amit Jain	9685042209
P Ten	Shri Pankaj Pandey	9685042210
P Eleven	Shri Amrish Mishra	9685042211
P Twelve	Shri Ramesh Raikwar	9685042212
P Thirteen	Shri Pappu Chouksey	9685042213
P Fourteen	Shri Kamlesh yadav	9685042214
P Fifteen	Smt Nisha Sanjay Rathore	9685042215
P Sixteen	Shri Deep Mahdele	9685042216
P Seventeen	Smt Lata Kashyap	9685042217
P Eighteen	Shri Amarsingh Jat	9685042218
P Nineteen	Smt Sumant Mahendra Jagde	9685042219
P Twenty	Smt Kavita Chourasiya	9685042220
P Twenty one	Shri Mukesh Rathore	9685042221

P Twenty two	Shri Mukesh Saraf	9685043522
P Twenty three	Smt Rekha Koshta	9685042223
P Twenty four	Smt Renu Soni	9685043224
P Twenty five	Shri Ram Shukla	9685043225
P Twenty six	Smt Sunita Sahu	9685043226
P Twenty seven	Shri Shaban mansoori	9685043227
P Twenty eight	Shri Ratnesh Sonker	9685043228
P Twenty nine	Smt Madhu Vanshkar	9685043229
P Thirty	Shri Rammanohar Gupta	9685043230
P Thirty one	Smt Munnibai Choudhary	9685043231
P Thirty two	Smt Bharti Nechalani	9685043232
P Thirty three	Shri Kallu Baba	9685043233
P Thirty four	Shri Mangu Master	9685043234
P Thirty five	Smt Malti Dubey	9685043235
P Thirty six	Smt Bharti Rai	9685043236
P Thirty seven	Smt Shamim Begum	9685043237
P Thirty eight	Smt Neetu Tejkumar Bhagat	9685043238
P Thirty nine	Smt Parveen Ansari	9685043239
P Forty	Shri Ishtiyak Ahmed	9685043240
P Forty one	Smt Archana Patel	9685043241
P Forty two	Smt Kiran Mahesh Rajpoot	9685043242
P Forty three	Shri Pradeep Yadav	9685043243
P Forty four	Shri Sarvesh Mishra	9685043244
P Forty five	Smt Vatsala Mishra	9685043245
P Forty six	Smt Kaushalya Ghagre	9685043246
P Forty seven	Smt Rajesh Mishra	9685043247
P Forty eight	Smt Savitri Kunjam	9685043248
P Forty nine	Shri Rajesh Bhatia	9685043249
P Fifty	Smt Rachna Yadav	9685043250
P Fifty one	Smt Trishna Chaterjee	9685043251
P Fifty two	Shri Manpreet Singh Anand	9685043252
P Fifty three	Smt Yamna Annu Singh	9685043253
P Fifty four	Shri Sanjay Rathore	9685043254
P Fifty five	Shri Dileep Patel	9685043255
P Fifty six	Shri Sangeeta Vishvakarma	9685043256
P Fifty seven	Smt Meera Devendra Manodhyay	9685043257

P Fifty eight	Shri Shekhar Soni	9685043258
P Fifty nine	Smt Sunita Sahu	9685043259
P Sixty	Shri Narendra Singh Panghe	9685043260
P Sixty one	Shri Gaurav Bhanot	9685043261
P Sixty two	Shri Dwarka Mishra	9685043262
P Sixty three	Shri Dinesh Singh Singraul	9685043263
P Sixty four	Smt Reena Rajpoot	9685043264
P Sixty five	Shri Kewal Krishna Ahuja	9685043265
P Sixty six		9685043266
P Sixty seven	Shri Manish Dubey	9685043267
P Sixty eight	Shri Rajesh Sonker	9685043268
P Sixty nine	Shri Aman Pradhan	9685043269
P Seventy	Shri Ramesh Solankiya	9685043270

BRIDGE CORPORATION

Designation	Name	Mobile No.
EE	Shri VK Diwakar	9424966945

LABOUR, JABALPUR

Designation	Name	Phone No.	Mobile No.
Ass Labour Commissioner	Shri HC Mishra	07614035316	9425425037
Project Director	Vinod Mishra	07614035316	9302909134

Areas Vulnerable to Floods:-**FLOOD PRONE AREAS/VILLAGES OF JABALPUR DISTRICT**

P.S. Sihora	Hiran River, Simriya Ghat, Khitaula, Khitaula Ghat, Kanari Nadi, Kethra Khinni, Garhchapa, Nigwani, Veelgawan, Salaiyaa
P.S. Majholi	Malwa Nala, Suhar River, Kataw Ghat, Hiran River, Indradana Ghat,
P.S. Majhgaon	Khirhani Ghat, Lamtara, Devri Saddhara, Banpura
P.S. Patan	Sakra, Chituraha, Mada, Mahua Kheda, Konikaal, Wasan Ghat, Garha Ghat, Jatwa, Malwa, Bagdari, Gona, Hardua, Katra Mada, Itwa, Imaliya

P.S. Sahpura	Ramghat, Kulaun, Bijnaa, Bansipur, Sheetalpur, Malakchar, Umarjhausi, Jhansighat.
P.S. Belkheda	Guwarkala, Guwarkhurd, Kheri, Putri, Matapur, Mlakhurd, Kataighat.
P.S. Katangi	Devri Kaemori, Mathiya Mankawas, Pipariya, Rajhghat Pori,
P.S. Bedhaghat	Panchwati Saraswati Ghat, Benganga Pul
P.S. Panagar	Singaldeep, Sarhigulera, KhiraneelKhana
P.S. Barela	Runway River, Bamhani Hinautiaa
P.S. Chargavan	Bhikampur, Murkatiya
P.S. Kotwaali	State Bank Colony, Cheritaal, Ukhari, Saket Nagar, Raeshwar Colony, Vasundhara Colony, Punjab Bank Colony.
P.S. MadanMahal	Shiv Nagar, Samta Colony, Sneh Nagar, Under Bridge
P.S. Omti	Choti Omti, Odiya Mohalla
P.S. Balebag	Gurandi Bazaar
P.S. Gorakhpur	Kandari Naala, Gwarighat, Haathitaal colony, Satsang bhawan, Durganagar, Rampur, Kakarhaiyya Tallaya, Jogni Nagar
P.S. Garha	Dhanwantari Nagar, Chandan Colony, Chapariya Mohalla, Bijauri Mohalla, Shahi Naaka, Gharha Baazar
P.S. Cant	Khandaari Naala, Khandari Dam.

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

Do's and Don'ts

EARTHQUAKES

What to Do Before an Earthquake

- Repair deep plaster cracks in ceilings and foundations. Get expert advice if there are signs of structural defects.
- Anchor overhead lighting fixtures to the ceiling.
- Follow BIS codes relevant to your area for building standards
- Fasten shelves securely to walls.
- Place large or heavy objects on lower shelves.

- Store breakable items such as bottled foods, glass, and china in low, closed cabinets with latches.
- Hang heavy items such as pictures and mirrors away from beds, settees, and anywhere people sit.
- Brace overhead light and fan fixtures.
- Repair defective electrical wiring and leaky gas connections. These are potential fire risks.
- Secure a water heater, LPG cylinder etc., by strapping it to the wall studs and bolting it to the floor.
- Store weed killers, pesticides, and flammable products securely in closed cabinets with latches and on bottom shelves.
- Identify safe places indoors and outdoors.
 1. Under strong dining table, bed
 2. Against an inside wall
 3. Away from where glass could shatter around windows, mirrors, pictures, or where heavy bookcases or other heavy furniture could fall over
 4. In the open, away from buildings, trees, telephone and electrical lines, flyovers, bridges
- Educate yourself and family members
- Know emergency telephone numbers (doctor, hospital, police, etc)

Have a disaster emergency kit ready

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

Develop an emergency communication plan

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

Help your community get ready

1. Publish a special section in your local newspaper with emergency information on earthquakes. Localize the information by printing the phone numbers of local emergency services offices and hospitals.

2. Conduct a week-long series on locating hazards in the home.
 3. Work with local emergency services and officials to prepare special reports for people with mobility impairments on what to do during an earthquake.
 4. Provide tips on conducting earthquake drills in the home.
 5. Interview representatives of the gas, electric, and water companies about shutting off utilities.
- Work together in your community to apply your knowledge to building codes, retrofitting programmes, hazard hunts, and neighborhood and family emergency plans.

What to Do during an Earthquake

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

If indoors

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

If outdoors

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

If in a moving vehicle

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

If trapped under debris

- Do not light a match.
- Do not move about or kick up dust.
- Cover your mouth with a handkerchief or clothing.

- Tap on a pipe or wall so rescuers can locate you. Use a whistle if one is available. Shout only as a last resort. Shouting can cause you to inhale dangerous amounts of dust.

After an earthquake

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

Flood

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

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

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

- Listen to the radio or television for information.
- Be aware that flash flooding can occur. If there is any possibility of a flash flood, move immediately to higher ground. Do not wait for instructions to move.
- Be aware of streams, drainage channels, canyons, and other areas known to flood suddenly. Flash floods can occur in these areas with or without such typical warnings as rain clouds or heavy rain.

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

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

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

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

Driving Flood Facts

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

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

After a Flood

The following are guidelines for the period following a flood:

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

Flood: Know Your Terms

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

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

You and Your Family

Dos

- Educate your children wife and other family member in respect of natural and manmade disasters and other crises. In case of your being unaware, take help of Civil Defense and

Home Guard organization and other NGOs. Develop habit in you and your children to spare 1% of you busy time to think about Individual security and security interests.

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

Don'ts

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

Your Place of Work

Dos

- Your mode of travel by car, bus, train and taxi be known to your people.
- High rises buildings must check their electric and water supplies and organize periodic mockup drills for fire fighting and escape routes.
- Drills for bomb blast, threats be organized and practiced.

- Air/Helicopter evacuation be examined and organized from selected rooftops of high rises.
- Firefighting equipment be kept serviceable and periodic check is effected.
- Office societies be organized and prepared to coordinate such emergencies of fire brigade, medical help and other assistance. Such people be nominated and they should guide relief.
- Everyone must know use of fire extinguisher in emergency.
- Security guards are trained to coordinate in such crises.

Dos

During Transit

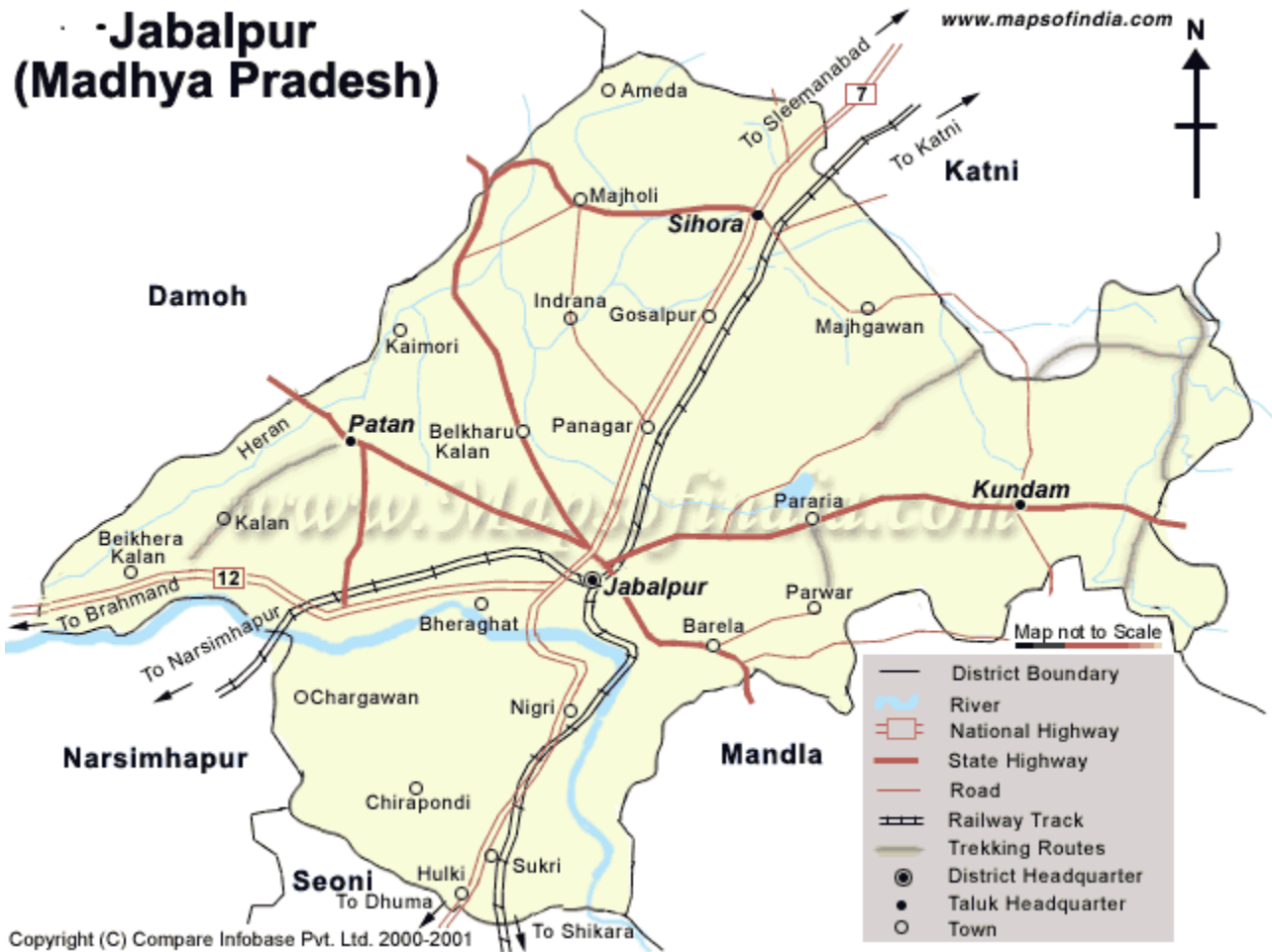
- Be concerned and develop habit of surveillance when out of our house. Check your seat in cinema hall, train, bus and air. Have you observed a bird, she jumped around and looks in all directions before selecting a spot on a tree for her security. Do we learn anything from this bird instinct?
- Look for the objects, baggage, at bus stand, railway stations, compartments, airport, which is unclaimed.
- Unknown vehicles parked at airports, Railway Stations and bus stands have to be kept under surveillance by common citizens, and this alertness may help authorities.
- Bus, trains and airlines passengers who notice any suspicious behavior of co-passengers, be brought to the notice of officials,
- Every passenger should identify a friend or relations residence in case of requirement of staying away in emergency. The family should know about such a plan.

Don'ts

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

C 8.6 Detailed Maps

Detailed maps will be prepared in line with the applicable hazards, existing vulnerabilities, and available resources / potential capacities. (Maps are in hard copy).





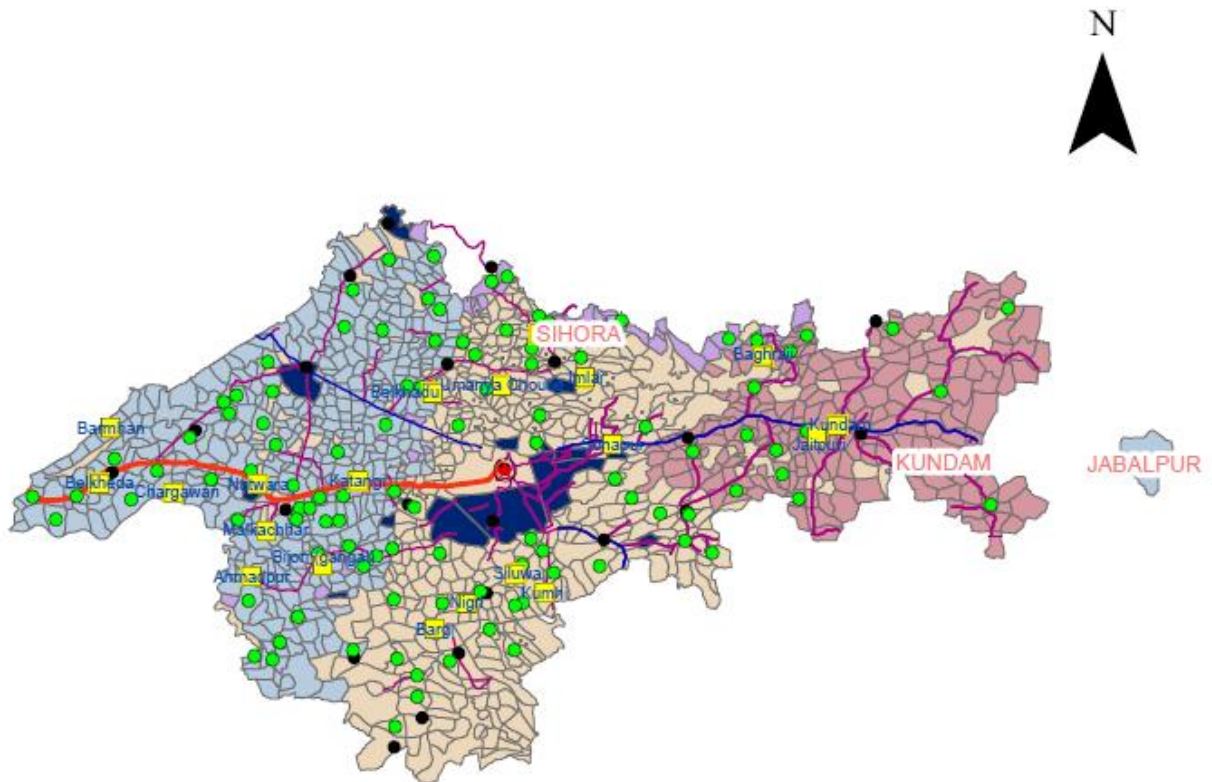


Marked in blue is industrial hazardous area.

Marked in green is flood prone area.

Marked in red are fire brigade station.

Health Facilities in District Jabalpur, MP



Legend

- ★ District Hq
- Towns
- National Highway
- District Roads
- Other Roads
- Urban Area
- PHC's
- Sub Centres

TALUK NAME

- JABALPUR
- KUNDAM
- SIHORA

0 5 10 20 Kilometers
|-----|-----|-----|-----|