

# District Disaster Management Plan-UJJAIN

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### A . GENERAL

#### A 1 Overview

##### A 1.1 District Profile

Ujjain District is a district of Madhya Pradesh state in central India.



##### A 1.1.1 Location and administrative divisions

Ujjain district is situated at 20° 43" N to 23°36" N, 75°00" E to 76°30" E longitude and latitude and at an average elevation of 491m above sea level. The district formation took place in year 1956 when the state Madhya Pradesh created. It has an area of 6091 square km. The districts adjacent to Ujjain district are Dewas, Dear, Indore, Ratlam, Shajapur. There are 6 subdivisions (Refer Annexure C 8.1. 1 for details) , 7 tehsils (Refer Annexure C 8.1. 2 for details), 6 blocks (Refer Annexure 1 for details) and 1092 villages, 7 municipal board, 1 zila panchayat, 6 janpad panchayat, 617 gram panchayat (Refer Annexure C 8.1. 3 for details) , 25 police stations (Refer Annexure C 8.1 4 for details ) , 1 head post office , 33 sub offices and 158 branch offices (Refer Annexure C.8.1.5 for details).

Location of Ujjain district in Madhya Pradesh state of India

Location (in degrees) -	20° 43" N to 23°36" N, 75°00" E to 76°30" E longitude and latitude
District Area (in sq. kms.) -	6091 km <sup>2</sup>
No. of sub divisions:	6(badnagar, tarana,khachrod, Ujjain, ghatia, mahidpur)
No. of Tehsils:	7(badnagar, tarana,khachrod, Ujjain, ghatia, mahidpur, nagda)
No. of Municipal Boards	1 nagar nigam(ujjain)

	6 nagarpalika(badnagar, tarana,khachrod, ghatia, mahidpur, nagda)
No. of Blocks:	6(badnagar, tarana,khachrod, Ujjain, ghatia, mahidpur)
No. of Gram Panchayats:	617
No. of Police Stations:	25(Refer Annexure C 8.1 4 for details )
Year of district formation:	1951
Name of adjacent districts:	Dewas, Dear, Indore, Ratlam, Shajapur.

**Source :District statistical book**

### A 1.1.2 Geography and Topography

Ujjain belongs to Malwa region.Rivers of Ujjain district are Kshipra, Chambal, Kalisindh, Gambhir, Gandhi. There are **18 lakes**(Refer Annexure C 8.1.6 for details ) in ujjain district.There are **14 dams** (Refer Annexure C 8.1.7 for details) in Ujjain district. Recorded Forest Area of Ujjain district is 103.960 km sq. in which dense forest is 32 km sq. open forest is 5 km sq.Highest elevation is 527 m above sea level.

No. of lakes	<u>18 lakes</u> (Refer Annexure C 8.1.6 for details )
No. of dams	<u>14 dams</u> (Refer Annexure C 8.1.7 for details)
Recorded forest area	103.960 km sq
Highest elevation	527 m above sea level

**Source :District statistical book**

### A 1.1.3 Demographic and socio economics

Total Population of District is 1710982 (882871 male and 828111 female) with population density of 281 per sq. Km. Per capital income in district is Rs1868/ month. 312932 families are above poverty line and167693 families are below poverty line in the district. Main occupation of people over here is Agriculture. Total number of households are 294415.

Total population	1710982
Male population	882871
Female population	828111
Population density	281 per sq km

Above poverty line families	312932
Below poverty line families	167693

**Source :District statistical book and shahyari kalyan vibhag**

#### **A 1.1.4 Climate and weather**

Total Annual Rainfall of last year is 101.5 cm. Average rainfall (last 10 years) is 90.2 cm. Average maximum temperature in district is 42 degree celcius and average minimum temperature is 9 degree celcius. Months of excess rainfall are july-august. Month of water scarcity is May.

Total annual rainfall last year	101.5 cm
Average rainfall	90.2 cm
Average maximum temperature	42 degree celcius
Average minimum temperature	9 degree celcius

**Source :District statistical book**

#### **A 1.1.5 Health (Medical)**

There is **1 district hospital, 6 civil hospitals, 5 community Health Centres(CHC), 22 primary health centres(PHC) , 5 Civil Dispensaries, 1 blood bank, 173 sub-health centres** (Refer Annexure C 8.1.8 for details) and (Refer Annexure C 8.1.9 for hospitals in district and annexure C 8.6.5 for map).

Information about Government Health Department of District

Block Name	Number of district hospital	Number of Civil Hospital	Number of CHC	Number of PHC	Number of BloodBank	Sub Health Centes
Ujjain	1	-	1	3	1	22
Ghatia	-	1	1	1	-	19
Badnagar	-	1	1	3	-	32
Kharchrod	-	1	-	3	-	37
Mahidpur	-	1	1	5	-	28
Tarana	-	1	1	7	-	35
Nagda	-	1	-	-	-	-

**Source :District statistical book and CMHO Office**



### A 1.1.6 Education

**Literacy rate in district is 73.87%(83% males and 58.2% females). Total literate population is 1114882(663762 males and 451156 females)** (Refer Annexure C 8.1.10 for details). There are **2306 Schools** (Refer Annexure C 8.1.11 for details) in Ujjain District in which 1466 are primary ,691 are middle, 91 are High schools and 52 Higher secondary schools. There is **1 medical college, 8 engineering colleges and 15 other colleges** (Refer Annexure C 8.1.12 for details) in district. Total Students Strength in all the educational institutions is 432422 (420074 in schools and 12348 in colleges). Total Staff Strength in all the educational institutions 14487(13935 in schools and 552 in colleges).

Literacy rate	73.87%
Male literacy rate	83%
Female literacy rate	58.2%
Total literate population	1114882
No. of schools	2306(Refer Annexure C 8.1.11 for details)
Total student in schools	432422
Total students in colleges	12348
Total staff in educational institutes	14487

**Source :District statistical book and education department**

### A 1.1.7 Agriculture and Land use

Ujjain District is a part of Malwa pleatue. In Ujjain district wheat is the major Rabi crop, soybean is the major Kharif crop. Jowar and bajra are other main kharif crops .Ujjain have forest land area of 3149 hectares, cultivated land of 7692 hectares, uncultivated land of 36055 hectares. The soil is black and stony.

Soil Classification of District:

S. No	Agro-ecological Situation	Characteristics
1	Shallow Soils – rain fed	Shallow black calcareous (Kamliakheri series) depth Up to 45 cm Very shallow – Panchderia series. low water retention capacity, short duration preferred. [Ujjain (57.3), Tarana (41.8), Mahidpur (29.4), Kachrod (15.9), Ghatia (13.5), Barnagar (10.8)]
2	Medium to deep soil - rain fed	Medium black to deep soil having depth > 45 cm – Sarol, Baloda, Malikheri series.

		[Ujjain (29.2), Tarana (33.4), Mahidpur (45.7), Kachrod (57.5), Ghatia (61.5), Barnagar (60.6)]
3	Medium to deep soil – irrigated	Medium black to deep soil having depth > 45 cm – Sarol, Baloda, Malikheri series. [Ujjain (9.6), Tarana (12.3), Mahidpur (11.1), Kachrod (15.2), Ghatia (15.1), Barnagar (20.2)]
4	Gravelly soil	Gravelly soil mainly forest soil

**Source: Agriculture department**

#### **A 1.1.8 Housing Pattern:**

There are 126755 pakka Houses in district, 161535 semi-pakka houses and 57127 kachha houses . Construction material used for pakka house are cement, iron , bamboo and bricks. Construction material used for kachha house are crude materials such as mud-clay and grass.

#### **A 1.1.9 Industrial set ups**

There are 616 industries in district having 2,20,000 work force Grasim Industries Limited, Lanxess Industries, Grasim Chemical Division Arcil , Catalyst Private Limited are major industries in this area located at nagda. (Refer Annexure C 8.1.14 for list of Hazardous industries)

No. of industries	616
Total workforce	220000

**Source :District statistical book and department of health and safety measures**

#### **A 1.1.10 Transport and communication network**

Transport Connectivity :Road and Railway Connectivity

Mehidpur and Tarana block headquarter are not connected with Railway route, whereas all other block headquarters are connected. All blocks are connected with Road route.This can be seen in the figure given below.(Refer annexure 8.6.3 and 8.6.4 for road and railway map)

#### **Communication Connectivity**

Telephone and Mobile Services are available in all the blocks with 46708 telephone connections in district. Mobile Services of BSNL, Reliance, Airtel, Idea, Videocon, Docomo are available in all the blocks. Internet facility by BSNL and Airtel are available in all the blocks.Radio Stations in Ujjain are Vividh Bharati 101, Gyan Vani 95.0, Radio Mirchi 98.3,Jhakas FM 104.9. These all are available only in ujjain, in all other blocks only Vividh Bharati 101 works.

### **A 1.1.11 Power stations and electricity installations**

All the villages of district have electricity. Electricity consumption in year 2009-10 is 187819 kwh in district.

### **A 1.1.12 Major historical, religious places, tourist spots**

Ujjain is a religious City. It have many temples including the MAHAKALESHWAR TEMPLE which is one of the 12 jyotirlings of country. Places having crowd are Temples in district specially in savan month.

#### Religious Places

Religious	No of visit at peak time
The Mahakal Temple	50,000 people per day
Sri Sri Radha Madan Mohan Temple	1000 people per day
The temple of Chintaman Ganesh	1000 people per day
The temple of Maa Wagheshvari	1000 people per day
The Harsidhhi Temple.	1000 people per day
The Prashanti Dham	1000 people per day
Mangalnaath.	3000 people per day

#### Visitors Spot

Visitors spot	No. of visits at peak time
The Sandipani Ashram .	500 people per day
The Siddha Ashram	500 people per day
The Kaliyadeh Palace.	250 people per day
The Bharthari caves	500 people per day

### **A 1.2 Scope and Ownership of District Disaster Management Plan**

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

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

this context the Madhya Pradesh State Disaster Management Authority (MPSDMA) provides guidelines to various entities involved in disaster management in the state to discharge their responsibilities more effectively.

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

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

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

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

## **A 1.2 Purpose of the Plan**

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

## **A 1.3 Key Objectives**

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

- Assess all risks and vulnerabilities associated with various disasters in the district
- Promoting prevention and preparedness by ensuring that Disaster Management (DM) receives the highest priority at all levels in the district.
- Prevention and minimization of loss of human lives and property by gearing up preparedness, prevention & mitigation of disasters
- To provide clarity on roles and responsibilities for all stakeholders concerned with disaster management so that disasters can be managed more effectively

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

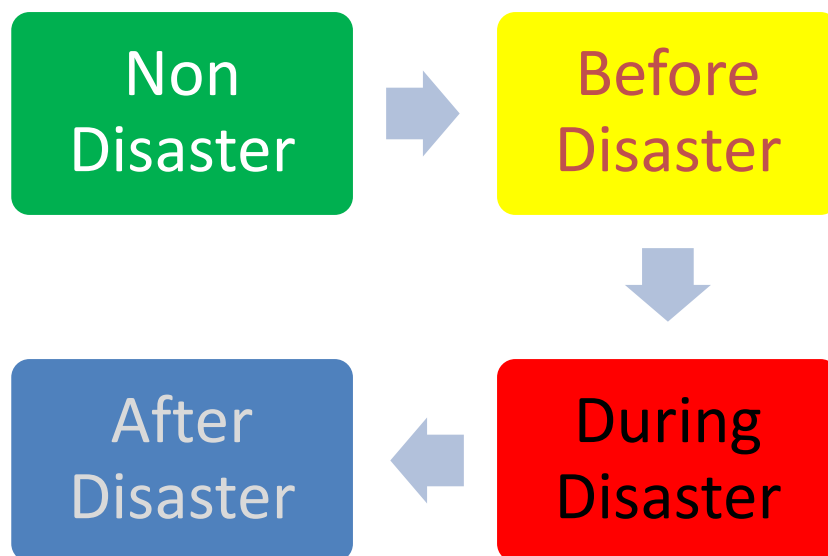
#### **A 1.4 District Plan Approach**

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

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

is aimed to conserve developmental gains and also minimize losses to lives, livelihood and property.

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



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

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

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

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

## A 2. Institutional Arrangements

### A 2.1 District Disaster Management Authority (DDMA)

The format of DDMA as per the information got from the relief Department, Collectorate, Ujjain. The DDMA was founded in year 2009. It carry out the various functions assigned to it under the Disaster Management Act, 2005, Section 30. It act as the District Planning coordinating and implementing body for Disaster Management and take all measures for the purpose of disaster management in the district , it comprise of:-

Designation	Position
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District Collector ( District Disaster Manager)	Chairperson
Chief Executive officer, Z.P.	Member
Superintendent of Police	Member
Chief Medical and Health Officer	Member
Executive Engineer (PWD)	Member
Executive Engineer (irrigation)	Member
Additional Collector / RDC	Member Secretary.

#### Roles and Responsibility of DDMA

- Act as the district planning, coordinating and implementing body for disaster management and take all measures for the purpose of disaster management in the district in accordance with the guidelines laid down by national and state authority
- Coordinate and monitor the implementation of national policy, state police and district plan for disaster management.
- Give direction to district authorities and local authorities for mitigation and prevention of disaster
- To ensure that the guidelines for prevention of disasters, mitigation of its effects, preparedness and response measures as laid down by the National Authority and the State Authority are followed by all departments of the Government at the district level and local authorities in the district
- To give directions to different authorities at the district level and local authorities to take such other measures for the prevention or mitigation of disasters as may be necessary
- To lay down guidelines for prevention of disaster management plans by the department of the Government at the district level and local authorities in the district
- To monitor the implementation of disaster management plans prepared by the departments of the Government at the district level
- To lay down guidelines to be followed by the Departments of the Government at the District level for purposes of integration of measures for prevention of disasters and mitigation in their development plans and projects and provide necessary technical assistance there for
- To monitor the implementation of measures referred to in clause
- To review the state of capabilities for responding to any disaster or threatening disaster situation in the district and give directions to the relevant departments or authorities at the district level for their up gradation as may be necessary
- To review the preparedness measures and give directions to the concerned departments at the district level or other concerned authorities where necessary for bringing the preparedness

measures to the levels required for responding effectively to any disaster or threatening disaster situation

- To organize and coordinate specialized training programmes for different levels of officers, employees and voluntary rescue workers in the district

### **A 2.2 District Disaster Management Committee (DDMC)**

The format for DDMC as per the information got from the Relief Department, Collectorate, Ujjain. The DDMC was formed in year 2009. District level Disaster Management Committee is appointed by the District Disaster Management Authority to take advice on various subject specific fields within the overall context of disaster management. The committee comprise of disaster management experts, which are from government departments, research institutes or NGO's. The District Disaster Management Committee for district comprise of following:

The Collector	Chairman
The District Superintendent of Police	Member
The Chief Executive Officer, Zilla Panchayat	Member
The Additional Collector	Member
The Resident District Collector	Member-Secretary
The Chief Fire Officer	Member
The Chief Medical and Health Officer	Member
The District Agriculture Officer	Member
The District Animal Husbandry Officer	Member
The Civil Surgeon	Member
The Executive Engineer, P.W.D.	Member
The Executive Engineer, Irrigation Department	Member
The Executive Engineer, Minor Irrigation Division	Member
The Executive Engineer, M.S.E.D.C.	Member
The Deputy Director of Education	Member
The Divisional Manager, Railways	Member



The Regional Transport Officer	Member
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**Roles and Responsibility of DDMC**

- To educate the public on different man-made or natural hazards
- What protective steps should be taken to minimise impact of disasters
- To make arrangements for emergency action
- To effect evacuation from the affected villages when necessary
- Rescue and Rehabilitation
- Post disaster action and review

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

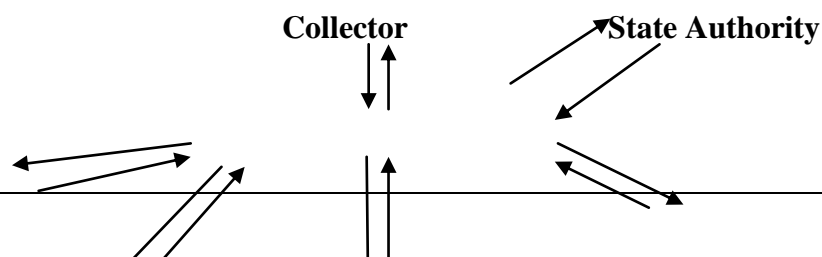
**District Control Room:** There is a District control room in collectorate which Works only in Months of June, July, August at Collectorate. A Officer has been appointed from Revenue Department and Manforce from Homeguard Department

**Roles and Responsibility of DCR:**

- To help people in areas affected by flood(occurred in few colonies of ujjain).
- To monitor
- Co-ordinate
- Implement the actions for disaster management

**A 2.4 District Disaster Information Management System**

**Control room** is a nodal centre in terms of disaster Management which performs the function of collecting and transmitting information to the appropriate places and people. Therefore Control room is equipped with latest telecom communication facilities. All the important information of the district administration in case of emergency is also available in the control rooms. The control room is connected to all the line departments, collectorate, ngos, police control room, and block control room which is connected to village task force and irrigation control room. Collector controls all the information flow through control room in the district and with the state authority



DISTRICT CONTROL ROOM

LINE

DEPARTMENTS

DISTRICT NGOS

BLOCK CONTROL ROOM

POLICE

CONTROL

ROOM

IRRIGATION

CONTROL ROOM

VILLAGE TASK FORCE  
(WARNING GROUP)

**A 2.5 Urban Area Disaster Management Committee**

Municipal Corporation and Janpad panchayat members are there in this committee. The committee are there in badnagar, mahidpur, tarana, Ujjain, nagda, ghatia and khachrod. There is no particular format for the committee. But there is an order to municipal corporation i.e. (nagar palika/nagar nigam) and janpad panchayat to create an urban disaster management committee with their officers.

Roles and Responsibility of Urban area disaster management committee:

- putting in place techno-legal regime and its compliance
- training and capacity building of municipal staff
- awareness raising in the urban areas
- functioning of fire services and such other activities to be notified by State Department of Disaster Management from time to time.

**A 2.6 Block Level Disaster Management Committee**

Subject to the directions of the District Authority, the block disaster management committee is responsible for the development and implementation of block level disaster management plans. The Block Disaster Management Committees for district comprise of following:

Sl. No.	Name	Designation.
1.	Block Development Officer.	Co-ordinator.
2.	Block PHE officer	Member.
3.	Panchayat Secretary.	Member.
4.	Tehasilder.	Member.
5.	Block Health Representative	Member.
6.	One Social Worker (Voluntary social organisation)	Member.
7.	Block police department representative	Member.

Roles and Responsibility of Block level disaster management committee

- The Committee looks into all the aspects of disaster management including mitigation preparedness, response and relief

### A 2.7 Gram Panchayat Disaster Management Committee

In each Panchayat, a Disaster Management Committee which oversee all activities in disaster management. The Panchayat will also constitute a Panchayat Disaster Management Team consisting of officials and non-officials and organize training for them to be able to discharge their duties properly. Members are

Gram Panchayat President/ Secretary
Gram Panchayat Members
NGO (Non Governmental organization)
Health Representatives
Social workers/ Volunteers

#### Roles and responsibility of Gram panchayar Disaster management committee

- awareness generation
- warning dissemination
- community preparedness plan
- adoption of safe housing practices
- organizing and cooperating relief in post disaster situations

As per the DDMA report from Relief Department, villages have a Disaster Management Committee consisting of officials and non-officials. The Committee is constituted to oversee by the gram sabha. Members of committee are

Village Head
ASHA Karmi
Anganbadi workers
Teacher/Social workers

There must be more than 11 members in the committee as per the report. Roles and Responsibility of Village Disaster management committee is to organizing awareness programmes & mock drills at village level.

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

**B 1. Hazard Assessment**

**Table B.1.1 History of past disasters**

In 2001, 2002, 2003, 2005, 2009, 2010 drought occurred in badnagar, tarana, Ujjain and Ghatia areas of district. The reason behind the hazard is lack of rainfall in the areas and increase in temperature of earth in May. In some areas of Ujjain flood occurs every year, the reason is the drainage system of the area. Drought impacted the life by Food shortages, Loss of human life from suicides, Mental and physical stress ,Water user conflicts, Social unrest, Reduced quality of life which leads to changes in lifestyle, increased poverty,Population migrations and livelihood by less income for farmers, Increase in food prices. Flood impacted the people by affecting transportation.

Type of hazard	Year of occurrence	Impact on life	Livelihood	Livestock	Hazard prone zone in district
Drought	2001, 2002, 2003, 2005, 2009, 2010	Food shortages, Loss of human life from suicides ,Mental and physical stress ,Water user conflicts, Social unrest, Reduced quality of life which leads to changes in lifestyle, increased poverty,Population migrations	less income for farmers, Increase in food prices,	Increased desertification - Damage to animal species - Reduction and degradation of fish and wildlife habitat	Badnagar Tarana Ghatia
Flood	Every year	People faced problem in transportation in areas affected			Somwaria, kartik chowk ,Begumpura, singpuri, khatriwadi, sakhapura,

					jasingpura, awantipura, Ramghat, Indore Gate
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*Refer annexure for locations of hazard prone districts in the detailed map*

### B.1.2 Major applicable hazards

The major applicable hazards in the district are drought, flood, hailstorm, road and railway accident, industrial accident and stampede.

#### Drought

The main reason for drought is lack of rainfall and increase in temperature. The other three main reasons for drought are: - if water vapor is not brought by air currents to the right areas at the right times. - improper irrigation systems - increase of number of bore wells Ujjain belong to drought prone areas. Drought Prone AREAS OF UJJAIN are badnagar, ghatia, tarana and Ujjain blocks.

#### Flood

Ujjain does not belong to flood prone zone but floods have been reported in kshipra river which affects Ujjain block, but not at a large level.

#### Hailstorm

Hailstorm can occur anywhere in Ujjain District. That's why whole Ujjain district is prone to Hailstorm. It occurs due to change in climate. It mainly occurs at time of thunderstorm.



#### Industrial & chemical disaster



Industrial and chemical disaster prone area is Nagda which is an industrial area. (Refer annexure C 8.1.14 for list of hazardous industries)

#### Rail/ road accidents:

All major Roads and Railways shown in map of annexure C 8.6.3 are hazard prone areas.

#### Stampede



Stampede prone areas are Mahakal Temple, Ujjain and Kumbh mela, Ujjain. In mahakal temple stampede prones are queue and main temple.

**Table B.1.3 Seasonality of hazards**

Hazard	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec
<b>Drought</b>					↔							
<b>Flood</b>						↔						
<b>Industrial and chemical accident</b>	↔											
<b>Road and Railway accident</b>	↔											

**Drought:**

Drought occurs in month of may.

**Flood:**

Flood occurs in months of july and august

**Industrial and chemical hazard:**

There is no particular season for this. It can occur in any season throughout year.

**Road and Rail accident:**

There is no particular season for this. It can occur in any season throughout year

**HailStorm:**

Hailstorm has not been reported in Ujjain District. As it can occur anywhere in M.P. Hailstorm generally occurs at time of thunderstorm.

**Stampede:**

Kumbh mela is celebrated after every 3 years in india. The places are Allahabad, Nashik, Ujjain, Haridwar. In Ujjain Kumbh is celebrated after every 12 years. Millions of people visits this Mela. Various Small Stempede have been reported in kumbh mela from Ujjain.

But in Stamepede occurred in Kumbh Mela 1954 at Allahabad 500 people died. As next Kumbh in Ujjain is in 2016, there are chances of stampede.

Mahakaleshwar (one of the 12 jyotirling of india) is in Ujjain. There are chances of Stampede in temple and its campus on various festive seasons like shravan somwar( Mondays of Shravan month) and mahashivratri(A huge fair is held near the temple on this festival) and devotees visit the temple in million numbers.

**B 2 Vulnerability Analysis**

Drought: Decrease in water level on earth surface in May due to heat, Lack of rainfall during rainy seasons, Increase in temperature

Flood: Rainfall and poor drainage system in colonies of Ujjain City.

Road and Railway Accident: Fast traffic on highways of Ujjain district, Large number of Vehicle.

Industry and chemical accident: Various Chemical Industries in Nagda, Large number of employees and workers, Use of hazardous chemicals .

Stampede : As millions of people visits Kumbh Mela and Mahakal Temple, that's why number of people is a vulnerability factor.

**Physical and infrastructural vulnerability:** There are various hazardous industries in nagda which makes nagda a area vulnerable to industrial and chemical accident. Agricultural system is not well developed in badnagar, tarana, ujjain to face situation like hazards due to which the area is vulnerable to drought .Poor Drainage system in few colonies of Ujjain city due to flood occurs in july august months which makes area vulnerable to flood.

**Social Vulnerability:** As the people don't have economic support for facing problems like drought in badnagar, this is a vulnerable factor for drought. Economic condition of people living in villages of Ghatiya is not good which makes place more vulnerable to natural hazards . Lack of awareness among people about hazards in all the blocks of the district is also a vulnerability factor.

**Environmental/Natural Vulnerability:** Decrease in water level on earth surface in May due to heat, Increase in temperature during summer seasons in Badnagar, Tarana , Ghatia and Ujjain block of the district are the drought vulnerability.

**Educational Vulnerability:** Farmers are unaware of agricultural practices which has to be used in drought prone areas in all the blocks of the district increases the vulnerability of drought. Literacy rate is very low in mahidpur block i.e, 51.10% makes the place more vulnerable to all kind of hazards.

**Institutional arrangement vulnerability:** As there is no kind of training for various operations and no criteria for meetings among various committees in all the blocks of the district is also a vulnerability factor because due to this mitigation cannot be made.

**B 3. Capacity Analysis**

**Table B 3.1 Resource inventory**

Resource type	Details	Ujjain	Badnagar	Mahidpur	Ghatia	Tarana	Khachrod	Govt. / Private
Transportation and Communications	Tractor	1					1	Govt.
	Trekker	2	1	1	1		1	Private
	Trolley, Rickshaw	18	15	14	17	15	17	Private
	Four wheeler	135	115	110	115	120	115	Govt. –7 /Pvt. –698
	Boats	7						Private
Containers	Tankers	2	1	2	1	2	2	Govt.
	Overhead tank	4	2	2	2	2	3	Govt.
Cleaning and cutting equipments	Gaiti	121	115	120	118	120	116	100 / 600
	Kudal	3000	1500	1750	1750	2000	2000	1000 / 11000
	Sabal	2000	1990	2010	1950	2100	2050	500 / 11500
	Rope	Available						Govt. / Private.
	Big saw	38	29	31	32	28	32	100 / 90
Other Resources	Gen set	4	3	3	3	3	2	Govt. / Private
	Pump set	444	242	360	322	350	336	Govt. / Private
	Petromax	54	38	36	44	38	40	Govt.
	Tent house	110	70	76	84	79	81	Govt.
	Gas light	42	28	34	28	28	30	Private



	Solar light	89	73	80	84	79	81	Govt. / Private
	Biogas	32	26	22	24	20	28	Private
Temporary Shelter	Tents	20	11	20	17	14	18	25 / 75
	Tarpaulins/Palythenes	50	44	30	40	46	40	50 / 200
	Bamboo	200000	50000	75000	75000	50000	50000	Private
Temporary shelters	Refer annexure C 8.2.1 for details	17	10	8	2	6	15	Govt
PDS	Fair price shops	138	82	79	87	75	78	Government
	Mahila upbhokta bhandar	6	2	3	3	3	4	Government
List of Registered NGOs / CBOs	Refer annexure C 8.2.2 for details	34					5	Private
Telephone Exchange	Refer annexure 8.2.3 for details	3	1	1	1	1	2	Govt

#### **B 4. Risks Assessment**

The risk of flood in Ujjain city is Problem in transportation , drinking water problem. Drought causes Water Crisis, Food Shortage, Increase in food prices and decrease in farmers income. Stampede and industrial accident causes Loss of life at a large level.

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

Type of hazard	Vulnerable areas	Vulnerability	Potential Impact
Flood	Ujjain City	Rainfall and poor drainage system in colonies of Ujjain City	Problem in transportation , drinking water problem,
drought	Badnagar, Tarana, Ghatia,Ujjain block	Decrease in water level on earth surface in May due to heat, Lack of rainfall during rainy seasons, Increase in temperature during summer seasons in district	Water Crisis, Food Shorate, Increase in food prices and decrease in farmers income.
stampede	Mahakal Temple Ujjain and Kumbh Mela	Population(Large Number of Visitors)	Loss of life at a large level.
Industrial hazard	Nagda(Industrial Area)	Hazardous chemicals in industries	Loss of life, capital

#### **B 4.2 Risk profiling of the district**

Main Hazards that could occur in district are Drought, Stampede, Industrial Hazard , Flood, Road and railway accident. Risk due to Drought are there in blocks Badnagar, Ujjain, Tarana.

Drought can affect the life of farmers by reducing their income. It also decreases the crops production which increases their price. Water crisis also occurs there. But the risk due to Drought is not at a big level because it has been faced by these areas only in months of summers and it is not regular. It affects the life of farmer to a greater extent but not the life of others to that extent. Farmers face financial problems only. The vulnerability of hazard are the lack of rainfall in rainy season, increase in temperature in summer season and Decrease in ground water level in month of may.

Risk due to Stampede are in Ujjain. Mahakaleshwar temple in Ujjain which is one of the 12 jyotirling in india. Lots of people visit the temple everyday, specially on Mahashivratri festival and on shraavan Mondays millions of people visits. This much crowd in temple increase the chances of hazard (Stampede) which risks the life of many people. There had been small stampede in temple in past. KUMBH MELA, that occurs in UJJAIN in 12 years. Next is in year 2016. Millions of people visits the Mela. Every time small stampede have been reported from the MELA. Vulnerability of hazard is the number of devotees visit temple and mela

Risk due to Industrial Hazard is there in town Nagda(Industrial Area). The area have lots of industries which includes chemical industry as well. There are risk to people working in industries, Infrastructure and property of Industry. Big accident can affect whole town as well. So the risk level is very high in the place. The vulnerability of industrial accident is the chemical industries in nagda region.

Risk due to Flood is there in Ujjain city, there are 12 colonies of Ujjain which comes under the flood prone area. This would results in blockage of roads, transportation. There are risk of diseases in the areas. The vulnerability of flood is poor drainage system in few areas of Ujjain city.

Considering the applicable hazards, existing vulnerabilities and potential capacities, this risk analysis has been carried out, along with Block wise / area wise profiling as far as possible. Further in the next chapter, the focus will be on the disaster management planning of the entire district, as per associated risks. This will be addressed phase wise, including disaster mitigation planning, preparedness planning, response planning, disaster recovery and reconstruction.

## **C . DISTRICT LEVEL DISASTER MANAGEMENT PLANNING**

**C 1 District Action Plans**

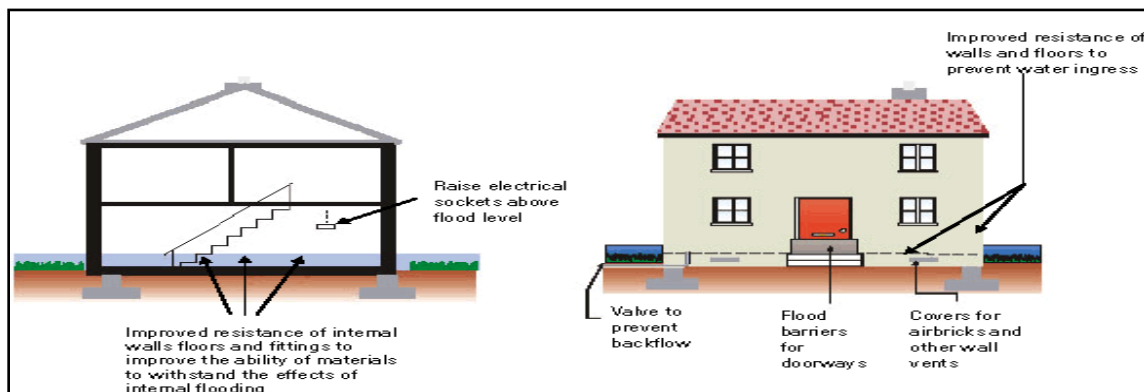
**C 1.1 Mitigation Plan**

**C 1.1.1 Scope of Integrating Risk Reduction in Development Schemes**

**FLOOD**

Flood Prone areas in district are **Somwaria, kartik chowk ,Begumpura, singpuri, khatriwadi, sakhapura, jasingpura, awantipura, Ramghat, Indore Gate** of Ujjain City.

Recommended Design that should be used :



Building Assessment/certification on the basis of Components by Public Work Department or Municipal Corporation.

In this Nagar Nigam and PWD can check the houses and buildings in the Flood prone areas

Component	Most suitable	Suitable	Unsuitable
Flooring	Concrete, pre-cast or in situ	Timber floor, fully sealed, use of marine plywood.	Untreated timber Chipboard
Floor covering	Clay tiles Rubber sheet floors Vinyl sheet floors	Vinyl tiles Ceramic tiles	
External walls (to maximum flood level)	Engineering brick Reinforced concrete	Low water absorption brick	Large window openings
Doors	Solid panels with waterproof	Epoxy sealed doors	Hollow core plywood

	adhesives Aluminium, plastic or steel		doors
Internal partitions	Brick with waterproof mortar Lime based plasters	Common bricks	Chipboard Fibreboard panels Plasterboard Gypsum plaster
Insulation	Foam or closed cell types	Reflective insulation	Open cell fibres
Windows	Plastic, metal	Epoxy sealed timber with waterproof glues and steel or brass fittings.	Timber with PVA glues and mild steel fittings

A proper plan for water drainage system must be prepared by Nagar Nigam of Ujjain. The drains should be desilted before the onset of the rainy season by Nagar Nigam. There must be new drains in the areas. Reservoirs can be made by Nagar Nigam in the areas. General clean-up of streets by Nagar Nigam.

## **DROUGHT**

Drought prone areas in district are **Badnagar, Ghatia, Tarana and Ujjain Block** . Here Soil conservations steps must be taken by Agriculture Department with the help of nagar nigam. Stone Walls and Trenches made to contain water flow in order to make the soil moist and for the prevention of erosion of the soil. Tillage practice can also be adopted in farming.

Water tanks to be built in Drought prone areas by nagar palika with the help of irrigation department.



Water conservation steps must also be taken by irrigation department with the help of nagar nigam. Installing Water Tanks in the areas to catch and store rain fall and the use of Grey Water which is

recycled water from your indoor water such as recycling shower. Construction of Ponds to sustain water .Develop and maintain environmental Safe Wells Harvesting of rainwater, there are different methods to use for collecting rainwater in barrels that are placed on the sides of rooftops. And other waster from washing and sewage systems is recycled and cleaned to be reused aswater for irrigation.

### **INDUSTRIAL ACCIDENT**

Industrial Hazard prone area is **Nagda(an Industrial area of district)** and few other industries are also hazardous. List of hazardous industries is given in Annexure C 8.1.14.

Department of Industry must check all the industries in the area that whether they are following the norms of safety measures and the National industrial policy. They should also check whether the industry is ISO 22000 and IS 18001 certified.All the industries must be directed to make their individual disaster management plan

The following measures are to be taken by industries.

- (a) Safeguarding all machines and equipment
- (b) Safe design and construction
- (c) Safe dress and personal protection equipment
- (d ) Preventing or removing defective conditions
- (e) Fire precautions
- (f) Pollution control and environment protection
- (g) Maintaining hygiene and healthy conditions
- (h) Installation of fire-alarm system and fire hydrant and sprinkler
- (i) Warning devices for leakage of hazardous gases
- (j) Incentive to employees for accident-free record
- (k)A chemical company could stop the handling and use of highly toxic chemicals such as MIC.
- (l)Rejection of a site that is hazardous, and subsequently the selection of an alternate site

### **STAMPEDE**

Stampede prone area is Mahakaleshwar Temple,Ujjain and Kumbh Mela (next is in year 2016).

The Mahakaleshwar temple has three stories(a) Shri Mahakaleshwar (b) Shri Omkareshwar (c) Nagchandreshwar. . On Mahashivratri more than 1 lakh devotees visits temple.

The temple Authority should work on the following things:

- There are 25 CCTV cameras in the temple that should be increased.
- There must be CCTV camera showing devotees queue.
- The railing inside the temple is 700 metres and outside temple is 500 metres. The railing should be segmented so that rush of devotees can be controlled.
- There must be limit on the number of people entering the main temple and time limit must also be there for devotees for staying inside the main temple.
- There must be security tightened so that queue management can be done properly.
- The Width of the railing should be increased.

### **Kumbh Mela**

In 2004, Kumbh mela(simhasth) Ujjain, around 1 crore people visited.

There is a Management team for Kumbh Mela 2016 in Collectorate, Ujjain. The Kumbh Mela 2016 management team should work on following points:

- Police Department must arrange Control room different locations like Ramghat, Mangalnath, Datta akhada, Nrisimha ghat. Garh kali temple, Gomati kund, Ankapad, Rani kha ka bag, Hanumanth bag, Mulla madari ka bag, Mulla pura.
- Maintaining ambulances, security, ensuring regular communication with the control room.
- Special security arrangement at the time of shahi bath.
- CCTV cameras must be there at every location.
- More security must be arranged by Central as well as state Authority.

## **RAIL AND ROAD ACCIDENT**

### **Railway Accident Mitigation**

1. A no. of Safety drives at regular intervals should be carried out by officers and supervisors to improve awareness among staff to prevent accidents. During the drive officers and supervisors travel extensively during night and day, by engines as well as in guard vans. They meet staff working in the field and explain finer aspects of safety.
2. A no. of Safety seminars are conducted on various safety sensitive subjects to improve awareness among Railway staff as accident prevention measure.
3. Special drives are conducted to counsel, educate and improve awareness among general public regarding prevention of accidents.

## **Road Accident Mitigation**

### **Following steps must be taken by traffic police with help of Police department**

- Speed limitation must be there in highways.
- Checking of Helmet for two wheelers.
- Tamper proof speed controllers should be made mandatory for all heavy vehicles. New heavy vehicles should have built in tamperproof speed controllers.
- Diving tests for issue of Driving license is to be made more stringent and foolproof.
- Refreshment parlors should be made available at (say) every 50 / 100 k.m. on all national highways and truck / heavy vehicle drivers should be forced to refresh by having a face wash or by having a cup of tea or coffee.
- Roads should be properly maintained. Permanent contracts / arrangements should be in place for maintaining all roads in good condition 24 hours a day, 365 days an year.
- Health of vehicles should be strictly enforced.
- Eyes of old aged driving license holders should be tested periodically.
- License of drunkard drivers /riders should be cancelled immediately.

Review of current practices and design standards on roads is essential as most of current standards are outdated. New research findings are to be incorporated into the practice.

- Good Engineering practices / best practice in the community shall always be used in the design of roads.
- This involves the application of appropriate road engineering and traffic management schemes at hazardous locations on the existing road networks.
- Particular attention shall be drawn to traffic management during construction.
- Traffic calming for residential areas aims to reduce vehicle speeds in order to reduce both the number and severity of accidents, especially to vulnerable road users. This measure shall be considered.
- Safety standards in a vehicle shall be reviewed.
- A vehicle on the road shall meet revised safety features standards.
- Research and development constitutes an important part of mitigation of road crashes programme. Road safety research aims to improve knowledge about factors contributing to road accidents, effects of different countermeasures, and development of new and more effective safety measures.

**There must be a District emergency operation centre and control room which would work through out year**

### **C 1.1.2 Community Initiatives**

Community participation is a necessary condition for the sustainability of the social development initiative. Community is the first and last to face the disaster. Equipping them, educating and preparing them for the recurring disasters are of vital importance. The most vulnerable areas are to



be identified and periodic awareness programme are to be provided at the Ward level, Panchayat level, Educational Institutions, Social Organizations etc. It is essential to examine the various methods in which the community can be effectively involved in planning for disaster management. A community which is aware and well equipped to handle disasters will boldly face them.

### **C 1.1.3 Training & Capacity Building**

Various initiatives where risk reduction and safety aspects have been integrated as part of implementation under JNNURM, NRHM and SSA programmes.

#### **Jawaharlal Nehru national urban renewal mission(JNNURM)**

- 1. Strengthening and streamlining institutional mechanism**
- 2. Compliance to Safe construction practices (GDCR)**
- 3. Contribution towards preparing a comprehensive City Disaster Management Plan**
- 4. Public Private Partnership (PPP)**

The schemes like JNNURM present wonderful opportunities to address risk reduction components and efforts must be made, to ensure that these flagship programmes are piggy-backed upon to carry forward the risk reduction agenda. However the fact remains that there is lot of scope under JNNURM programme to address risk reduction concerns holistically. At the moment the programme has its own issues and genuine concerns. The typical challenges of meeting targets set under such programme and dilution of the same with integration of DRR elements, apprehensions of cost escalation and the lethargy to avoid the trouble of re-designing the schemes and their implementation patterns has led to a mindset of neglect and stalling of efforts in this direction. A grave need is being felt to sensitize the policy and decision makers at various levels about the need to integrate DRR into various development programmes.

#### **National rural health mission (NRHM)**

- 1. Adequately equipped PHCs and CHCs**
- 2. Role of health workers and allied agencies**
- 3. Integrated Emergency Health Management Plan**
- 4. Phase wise institutionalization leading to sustainability.**

The beginning has been made so far through NRHM activities. A few steps have been taken towards integration of DRR with the NRHM, but these are not at all sufficient. It has been realized so far that apart from the main issues of infrastructure, there are several other allied issues also to be addressed, like Female involvement in health services, non availability of life saving drugs/ equipments at health centers, doctors absenteeism in remotely located areas.

#### **Sarva shikshan abhiyan (SSA)**

- 1. Developing a policy framework**, including school safety programs and required clearances, this can support the implementation of mainstreaming DRR into the education system.
- 2. In school curriculum**, the element of DRR education should be made essential. In this regard, the National level Executive Committee has to ensure with respective central/ state.
- 3. All new school** buildings should be designed and constructed as per National Building Code. And existing buildings to be made structurally strong and get strengthened through retrofitting / repair.
- 4. Agencies involvement at community level** is very important and vital, in preparation of design, management and execution of the building development programme for the successful institutionalization of programme.

**5. The teachers orientation** and training on school safety is becoming essential

**6. Focus on children groups** of special needs is another very vital component of SSA in relation to DRR, has been covered under a separate sub mission.

**7. Building strong partnership** amongst all the stakeholders is key to success for implementation of this development programme with respect to DRR. School safety is an opportunity to establish innovative and effective partnerships amongst national, state Govt., local entities and community to institutionalize school safety initiatives.

Overall the SSA has a major role to play in integrating DRR into school curriculum and implementing in the field, and it has stressed the need for advocacy campaigns on safe school concepts at the national and state level. As SSA is also getting matured and more susceptible in its 8th year of running, now it's high time for integration as quickly as possible. The Implementation of above steps will surely contribute towards building a culture of resilience and safety at all appropriate levels w.r.t. education stream.

#### **C 1.1.4 Risk Management Funding**

As per Disaster management act 2005, The State will constitute the district Disaster mitigation Fund for management of disaster in the State. The contribution of the fund will be 75% from the Central Government and 25% from the State Government. The modalities for application of this fund will be worked out in accordance with the provision of the Disaster Management Act.

At district level DDMA manages the fund, from state government and its allocation takes place through local authorities: Fund allocation should be made by Zilla Panchayat, janpad panchayat and Gram Panchayat to carry out the Disaster Risk Management

#### **C 1.2 Preparedness Plan**

##### **C.1.2.1 Preparedness before response**

###### **Block Authority**

- Assignment of duties to the District level officials /Tashildars/ BDOs.
- Arrangement of food/drinking water/medicine in the shelter places.
- Assigning responsibilities to officials for distribution of emergent relief / running of free kitchen.
- Trained voluntary staffs/ task forces/ Anganwadi workers on use and providing min. Health services to the community.

###### **Police Department**

- To warn people about the hazard.
- To help in transportation
- To arrange police force at places required.
- To maintain peace in the area

###### **Health Department**

- Deployment of medical staff. Constitute mobile teams and visit the worst affected areas. Vaccination.
- Stock piling of life saving drugs/ ORS packets/Chlorine tablets.
- Treatment of the injured persons and Transportation of the injured to hospital.

- Disease surveillance and transmission of reports to the higher authorities on a daily basis
- To obtain/ transmit information on natural calamities to district control room.

### **Irrigation Department**

- Stock piling of repair materials like sand, bag, bamboo at vulnerable points. Provision of guarding of weak points.
- Collection and stacking of empty cement bags and sand etc. Inspection of the embankment strengthening of the embankment if necessary.
- Repairing of water level of gumti at various intervals due watch on the embankments. Inspection of embankment.
- Repairing work of the damaged embankment will be considered if necessary. repairing of the embankment necessary.

### **Rural Development Department**

- Repair/Restoration of vulnerable points on roads before onset of monsoon.

### **Public Work Department**

- Repair/Restoration of vulnerable points on roads before onset of monsoon.

### **Agriculture Department**

- Pre/after warning is issued to the respective Agri. Sub-Divisions depending on the field situation.
- In case of drought according to fund available with the fund received from the central govt. as assistance is provided to the affected cultivators in terms of seed. Fertilizer, P.PC.etc. for growing the next crops.
- In case of flood, assistance to the affected cultivators if the disaster occur in the late seasons for growing the next crops.

### **NGO's**

- Awareness:-Collection/stock of medicine
- Awareness campaigns
- Distribution of medicines, Medical camps
- Distribution of medicines, Health camps, Awareness.

### **Electricity Department**

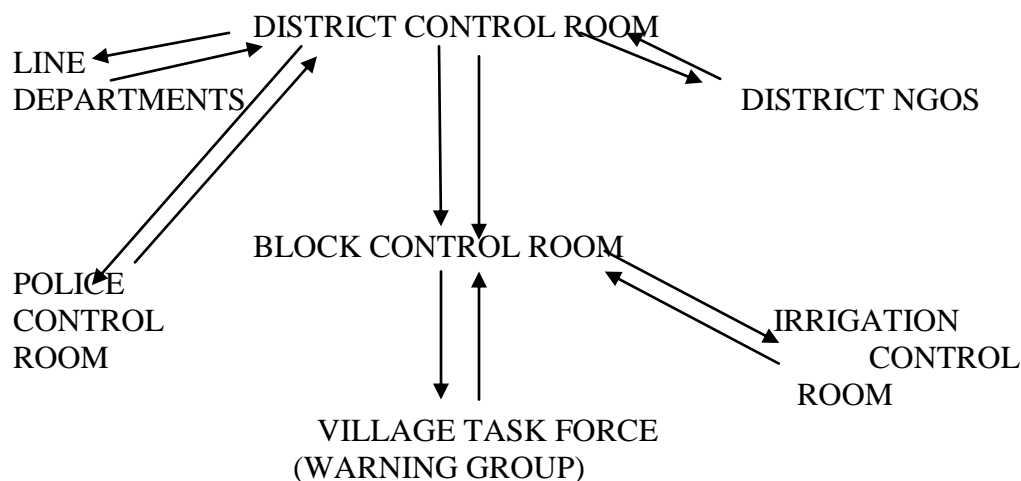
- Standby arrangements for temporary electric supply or generators

#### **C.1.2.2 Pre-Disaster Warning, Alerts**

On the basis of reports from the possible disaster site, or on the warning from the agencies competent to issue such a warning, or on the receipt of warning or alert from District Control Room, the Collector will exercise the powers and responsibilities of the District

Disaster Management Authority Chairperson.

Hazard	Agencies
Drought	Agriculture Department, Local Authority
Floods	Meteorology Department, Irrigation Department
Road accidents	Police Department
Railway Accident	Railway Department, Railway Police Force
Industrial and Chemical Accidents	Industry Department, Police Department
Stampede	Police Department
<b>Early Warning Dissemination</b>	



The warning would be made by BSNL and in case it has been destroyed than Wireless could be used by Police department.

The warning or occurrence of disaster will be communicated to:

- Chief Secretary, Relief Commissioner, Emergency Operation Center
- Office of Divisional Commissioner
- All district level officials, Municipal Councils

- The Officials of central government located within the district
- Non-officials viz; Guardian Minister of the district, Mayor, ZP President, MPs, Local units of the Defense Services.
- DC(District Collector)
- SP (Superintendent of Police)
- All O/Cs of Police Stations
- All BDOs
- Tehsildars
- All SDMs
- Executive Engineer Rural Development Department
- Executive Engineer Public Work Department
- Executive Engineer Public Health Engineer
- Supdt. Of Agriculture
- Dy. Director, Education
- SDO, Telephone
- Executive Officer, Nagar Nigam/ Nagar Palika
- All SDPOs

#### **C.1.2.3 Evacuation preparedness**

All evacuation will be ordered only by the Collector or Officer authorized by him. For appropriate security and law and Order, evacuation should be undertaken with assistance from local Authority (like sarpanch of village). All evacuation should be reported to the Collector immediately.

#### **Factors to be considered for evacuation.**

1. Shelter sites should be within 5 K.ms. of hazard prone place.
2. The evacuation routes should be away from prone areas.
3. Evacuation should be undertaken with assistance from local Authority.
4. It is always preferable to encourage the entire family to evacuate together as a visit.

The list of building structures identified for living after evacuation is given in Annexure C 8.1.15

#### **Departments and their role in process of evacuation:**

1. Home department to give permission
2. After getting permission from home department Collector gives order to District Commandant and Superintendent of police for process
3. Transportation department plays a significant role
4. Collector gives order for shelter sites as well.
5. District Commandant with help of Manforce evacuates the hazard prone place.

#### **C.1.2.3 Organizing mock drills**

Mock drills with the following processes and departments has to be there in every 6 months under the leadership of collector.

Process (Utilization, Maintenance and record keeping)	Department
Mock drill on preparedness for taking search & rescue measures.	Fire Service, Police, Power & other security forces.
Mock drill on preparedness for extending health facilities to victims.	CMHO, Security forces medical wing.
Mock drill on preparedness for response of common public after disaster.	Collector, SDMs & BDOs.
Mock drill for setting up temporary infrastructure facilities for reaching up to victims & for their safe settlement.	PWD officials.,PHE officials,Security forces.
Mock drill for protection of embankment of rivers/cherres	IRRIGATION deptt., NAGAR NIGAM officials.

### **C 1.3 Response Plan**

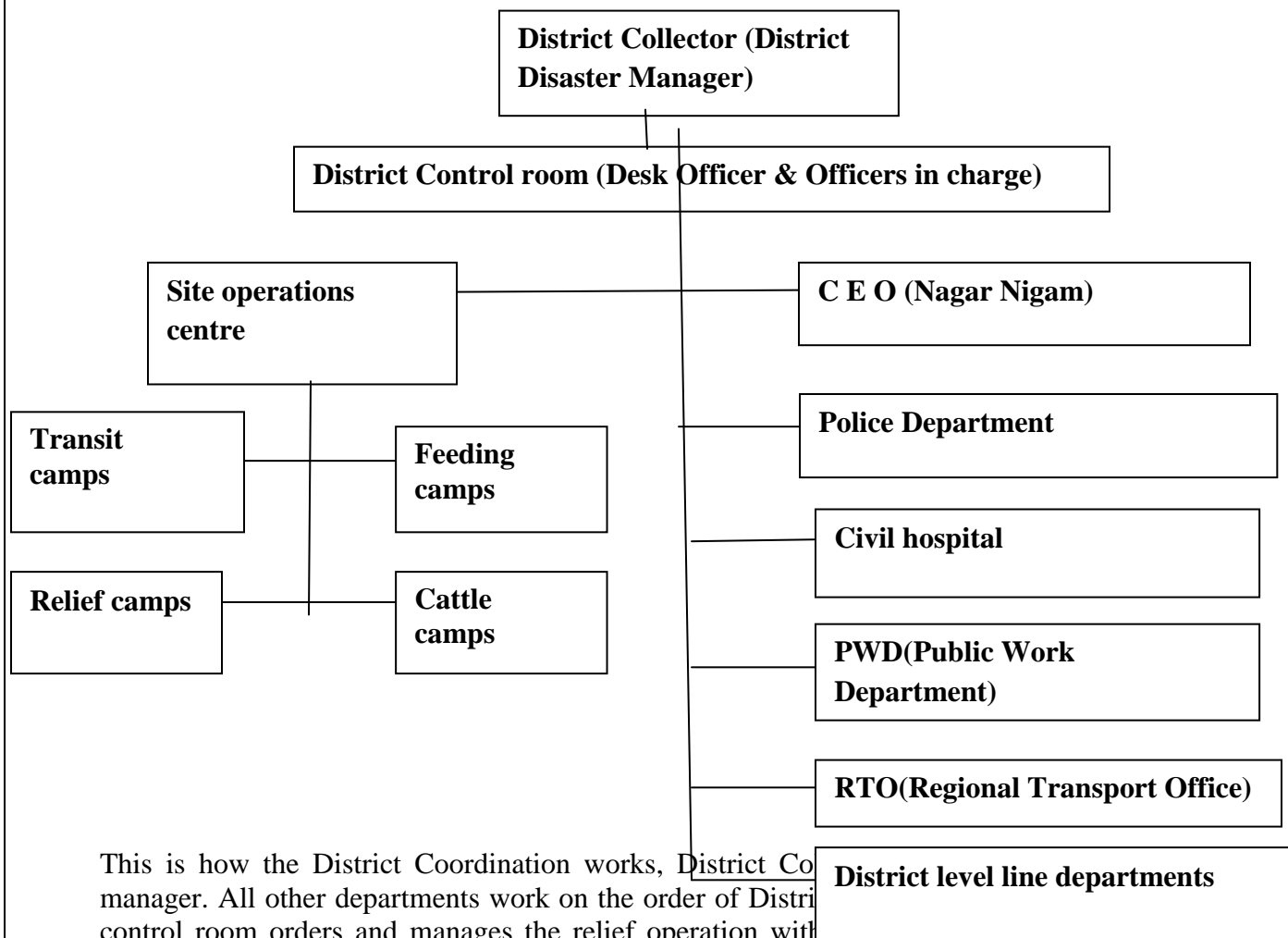
#### **C 1.3.1 Disaster Emergency Response Force**

Disaster emergency Response Force :In addition to police personnel, the DERFs may be constituted from existing resources of the Fire Services, Home Guards and Civil Defence. The District can also be encouraged to set up DM training facilities in their respective Police Training Colleges and include this subject in their basic and in-service courses. Training being one of the most important attributes for an efficient force, Government of India has recognised the recommendations of theNDMA for setting up an apex National Institute of Excellence for Search and Rescue at a central

place like Nagpur to provide training of trainers and to meet other national and international commitments. Also a network of ten outreach centres at the respective NDRF (national disaster response force) locations are proposed to be set up.

**C 1.3.2 Crisis management direction & coordination**

**Coordination Structure in District**



This is how the District Coordination works, District Collector is the District Disaster Manager. All other departments work on the order of District Control room orders and manages the relief operation with district.

**C 1.3.3 Incident Command System (ICS)**

Five major management functions of ICS are Command, Operations, Planning Intelligence, Logistics, Finance/ Administration

COMMAND

OPERATIONS \_\_\_\_\_

PLANNING  
INTELLIGENCE

LOGISTICS \_\_\_\_\_

FINANCE/  
ADMINISTRATION

There will be one District Headquarters Team with the primary function of assisting the District Collector 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 fulfill 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.

### **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

Incident Commander Commands over the four other sections.

## 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 :

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

- Single Resources
- Task Forces
- Strike Teams

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

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

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

### 3. Staging Areas

The third component of the Operations Section is the Staging Area.

An ICS Staging Area is a temporary location for placing resources available for incident assignments. All resources within the Staging Area belong to the incident.

Resources assigned to a Staging Area are available on a three minute basis to take on

active assignment. Staging Area are temporary facilities. They can be set up at any appropriate location in the incident area and moved or deactivated as needed.

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

## Planning Section

In ICS, the Planning Section is responsible for managing all information relevant to an incident. When activated, the Planning Section Chief who is a member of the General Staff manages the Section

The Planning Section collects, evaluates, processes, and disseminates information for use at the incident. Dissemination can be in the form of the Incident Action Plan, formal briefings, or through map and status board displays.

Some incidents may require personnel with specialized skills to be temporarily assigned to the Planning Section. These persons are called Technical Specialists such as

- Chemist
- Hydrologist
- Geologist
- Meteorologist
- Training Specialist

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

1 Resources Unit

2 Situation Unit

3 Documentation Unit

4 Demobilization Unit

Common responsibilities of Unit Leaders are listed below:

- 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

### Logistics Section

The Logistics Section is responsible for the following:

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

The Logistics Section 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 :

- Supply Unit
- Facilities Unit
- Ground Support Unit
- Communications Unit
- Food Unit
- 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:

- Tactical and support resources ( including personnel)
- All expendable and non-expendable support supplies.

Two Managers report directly to the Supply Unit Leader:

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

- Incident Command Post
- Incident Base
- Camps
- 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 fueling 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 :

- Time Unit
- Procurement Unit
- Compensation /Claims Unit
- 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.

##### 3. 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 :

- 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.
- 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

#### **C 1.3.4 Rapid damage assessment & reporting**

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

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

**Table: 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	
4	INFRASTRUCTURE DAMAGE									
	Name of the Site (Village, Block, Tehsil)	Housing	Agriculture	Animals	Water source	Road and bridge	Power	Communication	Govt. Building	Others
5	NEED ESTIMATES									
	Name of the Site (Village, Block Tehsil)	Medical Needs	Population requiring shelter		Clothes	Food	Water	Sanitation	Any Other	
6	ANY OTHER VITAL INFORMATION									
7	SPECIFY IMMEDIATE NEEDS: (With quantity)									
	Food									
	First aid									
	Machinery									
8	Possible Secondary Affects:									
9	NAME THE CONTACT PERSON:									
10	AGENCY/ADDRESS: TELEPHONE NUMBER									
	DATE:					SIGNATURE:				
	FOR OFFICE PURPOSE:					REPORT NO.:				
	ACTION TAKEN:									

**C 1.3.5 Distt. Search & rescue Team**

**Police Department and Homeguard department** works on it where the head is Superintendent Of Police. He appoints manforce from police department and homeguard department for the purpose as ordered by the collector.

**C 1.3.6 Medical response**

The specialized medical care shall be required to help the affected population by the **health department**. The preventive medication may have to be taken to prevent the outbreak of diseases.

Further, at the district level, dedicated medical teams will be activated at the time of emergency, which will consist of the doctors, nurses, pathologists, etc. Mobile Medical Vans, equipped with emergency requirements, also to be identified.

S.No.	Name of team member	Designation	Contact no (off.)	Contact no (Res.)
1	Dr A.K. Dixit	Chief medical and Health Officer	0734-2555355	09225333892
2	Dr P Singh Geherwar	Civil Surgeon	0734-2551077	09425092561
3	Dr Ravindra Shrivastava	RMO		09826243412
4	Dr N K Sharma	Surgeon		09425135940
5	Dr Abhay Pustake	Pediatrician		09827230296
6	Dr K S Nagar	Medical Officer		09425437945
7	Dr H P Sonaniya	(pgmo) Medicine		09826362657
8	Dr RK Tiwari	Radiologist		09300728734
9	Dr O P Gupta	ENT Surgeon		09826044228
10	Dr Amita Nayak	(Lady Doctor)Medical Officer		09425917966



<b>11</b>	<b>Dr Anil Sinha</b>	<b>Orthopaedic Surgeon</b>		<b>09827256608</b>
<b>12</b>	<b>Dr C S Bhargava</b>	<b>Pathologist</b>		<b>09893051953</b>
<b>13</b>	<b>Dr G Pradhan</b>	<b>Anaesthesia</b>		<b>09827320096</b>
<b>14</b>	<b>Dr Abha Jaithlia</b>	<b>Eye Specialist</b>		<b>09893169993</b>

The Medical team must have Doctors of all kind of Specialization(listed over here). The Team must also have 1 Metron, 2 OT Nurses, 2 Casualty Nurses, 1 Pharmacist, 1 ECG Technician, 1 X-ray & CT Scan Technician from district Hospital or Civil Hospital .

### **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 center, organization of information for Site Operations Center 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. Rumours should not be spread.

### **C 1.3.8 Temporary shelter management**

In many emergencies, local authorities would set up public shelters in schools, 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

- 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.
- The District Collector has recognized 58 safe shelters in district(Refer annexure C 8.2.1 for details).

### **C 1.3.9 Water and Sanitation (WATSAN)**

**Water supply and sanitation department** implements the alternative contingency plan to provide drinking water in case of Failure of regular water distribution systems during disaster. The department will start work for immediate repairing of water pipes in case of damage. It will arrange to check the water tanks, overhead tanks, and pumps, reservoirs and other water resources. It will contact the electricity authorities to re-establish the electric supply in case of failure. It will provide chlorinated water either by activating group water supply schemes individual schemes or through tankers. It will provide drinking water to the relief camps / relief kitchens, shelters etc. through available resources

### **C 1.3.10 Law & order**

The **Police Department** shifts the people to the safer places. It helps the Revenue Department to carry out relief work without any hindrance during disaster period and safeguard the properties of the victim. It will arrange law and order against theft in the disaster-affected area and co-ordinate with the search and rescue operation through NCC/ NGO. It will also arrange for security at the relief camps/relief material storages. It is also responsible to maintain law and order at the time of distribution of relief material. It assists the authorities for evacuation of people to the safe places. It makes due arrangements for post mortem of dead persons, and legal procedure for speedy disposal. It specially protects the children and the women at the shelter places.

### **C 1.3.11 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.

### **C 1.3.12 Animal care**

The **animal husbandry departments and veterinary department** with necessary equipments in case of cattle death are there in the affected areas for the disposal of carcass with a view to restoration of public life and result oriented work. Make arrangements to treat the injured cattle. To vaccinate the animals against various diseases. Arrangement for pets and cattle should be made separately.

### C 1.3.13 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 1.3.14 Civil Defense and Home Guards

As the emergency ordered by the collector, all the **homeguards and the civil defence** are ordered by the district commandment to reach the place and to work for search and rescue.

### C 1.3.15 NGOs & Voluntary organizations

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

- Ensuring communication links both within the community and with the administration.
- Controlling rumors and panic behavior and undertaking confidence building activities.
- Organizing local work teams for immediate rescue, and relief e.g. cooked food, first aid, and assistance in law and order.
- Assisting the handicapped that need special help.
- Guarding major installations and evacuated properties till the administration takes over.

**Table C 1.3.15**

S.No.	Name and address of NGO	Name of Chief Functionary	Contact nos. of person concerned
1	Vasudev Samajik Uthan Samiti 27, Nikas Chaurah, Ujjain	Vishal Rajoriya	0734-4070106
2	Nagda Astha Navyug Samaj Kalyan Samiti	Subodh Swamy	07366-244219

	<b>3/7 Adarsh Gandhi Gram Colony,Nagda Ujjain, 456335</b>		
<b>3</b>	<b>Kashish Samaj Kalyan Samiti 38- Vidhya Nagar,Sanver Road, Ujjain 456001</b>	<b>Alok Nagar</b>	<b>0734-4077951</b>
<b>4</b>	<b>Winner Victory Sports and Welfare Organisation 6-Aakancha Parisar, Nanakheda, Ujjain-456010</b>	<b>Arvind Singh Bhadoriya</b>	<b>0734-4218168</b>

### **C 1.3.16 Relief management planning**

Relief management should be done carefully so that all the victims will be benefited from the limited resources and manpower. In this regard the following activities must be assigned to related desks while serving the people in disaster hit areas. Though it is clearly mentioned in the ICS, still the specific functions of the various desks are given below:

#### **Functions of Infrastructure Desk**

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

#### **Functions of Logistics Desk**

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

### **Functions of Health Desk**

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

### **Functions of Communication and Information Management Desk**

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

### **Functions of Operation Desk**

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

### **Co-ordination with**

- District Control Room
- District administration staff in the area
- NGOs
- Private donors

### **Manage**

- Dispatch of all information (as per the formats) and subsequent demands to DCR/Site Operations Center
- Organize shifts for staff and Supervision of the same

### **General**

- Maintenance of records (date of joining, period of service, leave record, overtime, etc) for all the persons deployed for relief work at operations center.
- Get sanction for expenses for reimbursement from the DDM through Site Operations Center.

### **Functions of Services Desk**

- Relief supplies to families or to households including water, clothing, and food.
- Arrangements for dry rations and family kits for cooking within two weeks of the disaster.

### **Promotive services for mental health.**

- Restoration of family (including locating missing children, relatives, friends.)
- Assistance in locating missing cattle.

- Assisting students to continue with their studies.
- Services for the orphans.
- Assisting individuals with special needs (pregnant women, infants, handicapped, old etc).
- Counseling services.

#### **Functions of Resources Desk Maintenance of**

- Books of account for all cash receipts
- Books of account for all cash disbursements
- Stock register for all relief materials
- Issue register for all relief materials
- Dead stock register for all non-consumables (inventory)
- Record of all personnel payment on TA&DA, daily wages and other incidentals made to relief personnel.
- Records of all transfer of funds (as advances) to other government departments (suspense account)
- Records of all cash vouchers and credit vouchers.
- Records of all gratuitous relief.
- Records of all compensation paid.
- Preparation of records relating to finance and accounts as per the formats for dispatch to Emergency Operations Center.

#### **General**

- All cash donations must be deposited with District Control Room and a receipt for the same should be obtained.
- All material donations must be entered in stock register and made available for inspection to officer from the District Control Room or Site Operations Center.
- Maintain record of all issue of cash vouchers and credit vouchers for petrol and diesel.

#### **Role of Departments in Relief Management Planning**

**District Administration (Collectorate, Zila Panchayat)**-Regular collection of situation report of the risk and vulnerable areas from the officers assign for the purpose/ Provision for administering emergent relief and the other basic needs.

**Block Administration**-Relief operation smoothly as per effected area for natural calamities.

**Health Department**-Sufficient stock to be procured and distributed. Miking, Control room-CMHO office

**PWD(Public Work Department)** Inspection and emergency repair for roads/ road bridges/ underwater inspection/ piers/ concrete and steel work.

**NGO/Volunteer**-Replacement of affected people in the shelters/camps, collection of tents, poly thenes etc.

Collector will order all the department for their work of relief management

### **C 1.3.17 Media Management**

The people shall be kept informed of the activities of the District Disaster Management teams in terms of disaster management in support of authority across the district and reflect the role of the State.

Formal comments/interviews with the media in respect to District disaster operations on behalf of the District Disaster Management Authority shall only be made by the District Disaster Management Committee(DDMC).

Media briefing areas have been identified and are contained in the Standard Operating Procedures for the DDMC. The DDMC will appoint a suitable person to perform media duties and organise media representatives who attend the DDMC briefing area.

### **C 1.3.18 Fire Services**

Provision of trained man power to the **fire brigades and fire department**. 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. (Refer annexure C 8.2.4 for details)

### **C 1.3.19 Offsite Industrial emergency response plan**

Off-site industrial accidents are in the form of fires, explosions and toxic gas leaks. The responsibility of declaring an industrial accident as off-site rests with the management of the industrial unit where the accident has occurred. The most crucial decision in off-site industrial accident management is the recognition / identification of the stage at which the responsibility is handed over from the management to the public authorities. The public authority will be the District Collector when the disaster is likely to impact a larger area.

The main participating agencies in the management of off-site industrial disasters are:

- **Revenue**
- **Police**
- **Fire**
- **Medical Services**
- **Civil Defence**
- **PWD**
- **Industry**
- **MARG**
- **Public Health and regulatory environmental agencies (Civil Surgeon District Health Officer & Directorate of Industrial Safety & Health).**

To enable effective immediate response, specialists are required to Provide fast, reliable information on the properties of the substance released, Its potential hazard, Protective equipment required,

Containment and control measures to be taken and advice on the decontamination and emergency termination activities required.

## **C 1.4 Recovery and Reconstruction Plan**

### **C 1.4.1 Restoration of basic infrastructure**

Post disaster reconstruction and rehabilitation should pay attention to the following activities for speedy recovery in disaster hit areas. The contribution of both government as well as affected people is significant to deal with all the issues properly. PWD and local authority will work on this.

- Damage assessment
- Disposal of debris
- Disbursement of assistance for houses
- Formulation of assistance packages
- Monitoring and review
- Cases of non-starters, rejected cases, non-occupancy of houses
- Relocation
- Town planning and development plans
- Reconstruction as Housing Replacement Policy
- Awareness and capacity building
- Housing insurance
- Grievance redressal

### **C 1.4.2 Reconstruction of damaged buildings/social infrastructure**

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

- Owner Driven Reconstruction
- Public Private Partnership Program (PPPP)
- 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.
- All the houses should be insured.
- Financial, technical and material assistance provided by the government.
- The designs for seismic reconstruction of houses provided by the government.
- The material assistance provided through material banks at subsidized rates.
- Design of 20 model houses provided to the public to choose from with an option to have one's own design.

### **C 1.4.3 Psycho-social interventions and Livelihood Restoration**

**Following Actions has to be taken by district authority with the help of state and central government**

**Disabled persons**



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

#### **Children**

- Orphaned children to be fostered.
- Day centers should be set up
- Orphanages should be established.
- Child help lines should be established.

#### **Paraplegics**

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

#### **Old Persons**

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

#### **Women**

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

### **C 1.5 Cross cutting elements**

#### **Community based disaster management has to be prepared by DDMA**

##### Components of CBDM

- To prepare Disaster Management Plans at appropriate levels
- Raising awareness of stakeholders on disasters through information and education campaigns
- Formation and training of task forces with specialized training in villages
- Creation of Community Funds
- Mock drills to sustain training and mapping activities
- Installation of early warning and alternative communication systems
- Networking of institutions and individuals for effective disaster management.
- Preparation of District, Block, and Village level Multi- Hazard Disaster Management Plans
- Formation and training of various Task Forces like Search and Rescue, First Aid, Sanitation, Shelter Management, etc.
- To respond to emergency situations.
- Vulnerability and risk reduction through incorporating disaster mitigation components into existing developmental programmes and planning.

##### Approaches of CBDM

CBDM approaches would be initiated to address the causes of vulnerability as part of a broader development effort and to reduce their dependency on outside assistance

- mobilize volunteers and target the most vulnerable
- increase preparedness of community in consonance with civil society and government response to impacts of disasters

- protect and ensure positive socioeconomic development
- reduce deaths and massive destruction of properties.

### Stakeholders

Stakeholders of a CBDM program can be broadly defined as anyone, individuals or institutions, who may have contributed to the configuration of the disaster management or those who are normally affected by impacts of disasters in a locality, and thus have interest in participating in CBDM.

The inter linkages of GOs, NGOs, academic and international organizations should be reflected in terms of concrete projects and initiatives, and a model of cooperation should be devised.

This would include

- individuals at risks
- women's groups
- informal and formal leaders at the village level
- volunteers with specific roles
- villagers with specializations
- local business sectors, schoolteachers
- administrators, district and local government authorities,
- research groups
- people's organization
- NGOs
- civil societies
- technical resource groups

### Strategic planning

Understanding the vulnerabilities and capacities is the first step towards community based disaster management.

**Rescue:** Rescue operations are initiated immediately after the occurrence by the neighbors and relatives willingly or unwillingly because they are the ones living among the community. They also have traditional knowledge, courage and in some cases experience to react to such situations without expecting or waiting for external support. CBDM approach would enable them to acquire more skills, commitment, sense of responsibility and also stocking of rescue materials.

**Relief:** During Relief Phase, the immediate needs of the people have to be carefully identified. This includes a wide variety of activities such as medical assistance, supply of essential commodities, utensils, clothing, water supply, sanitation, shelter facilities, psychosocial counseling and the like. Identification of people who really need to be supported, assessment of their losses, ensuring no social exclusions are few major components which need community participation and cooperation.

Rehabilitation: Rehabilitation Phase starts with restoration of lost livelihood activities and exploration of possible traditional and alternate income generation activities. Many project driven livelihood activities initiated have ended up with loss and failed to sustain as there were no participatory planning at the initial stages. Successful livelihood initiatives needs human resource, availability of raw materials, skill, market demand, willingness for; acquiring skill up-gradation, enhancement technical knowledge through trainings, entrepreneurship etc.

Development: Development Phase involves long term initiatives and projects and should have vision, mission and objectives. Community involvement is absolutely necessary for the sustainability of these projects.

### C 1.5.2 Needs of the Special vulnerability Groups

The list of NGO working on Differently abled persons, aged people, women and children is given. These Ngos can be contacted for special vulnerability groups.

S.No	Name of NGO	Name of Chief Functionary	Address	Contact no
1.	<u>SHREE SAI</u> <u>KRIPA</u> <u>MAHILA</u> <u>HEET AVAM</u> <u>SHIKSHA</u> <u>UNNAYAN</u> <u>SAMITI</u>	mr manish yadav	38 mohan nagar agar road ujjain pin no 456010	09926395935
2.	<u>RAMPATI</u> <u>EDUCATION</u> <u>SOCIETY</u>	Indra Singh	14 mahishmati marg Indore gate	0734-2520541
3.	<u>KRISHNA</u> <u>LAKSHAYA</u> <u>SHIKSHAN</u> <u>SAMITI</u>	Apoorv Kumar	85, Mahesh Nagar, Ankpat Marg	0734-2576896
4.	<u>MAHILA</u> <u>SANRAKSHA</u> <u>N EVAM</u> <u>SAMITI</u>	Nirmal Kumar Tiwari	chairman Mahila Sanrakshan Evam Vikas Samiti 07, Sanjay nagar Agar road UJJAIN Pin code 456001	0734-4057541
5.	<u>VASUDEV</u> <u>SAMAJIK</u> <u>UTHAN</u>	VISHAL RAJORIYA	VASUDEV SAMAJIK UTHAN SAMITI, 27, NIKAS CHOURAHA,	0734-4070106

	<u>SAMITI</u>		UJJAIN	
6.	<u>HAMZAH EDUCATION AL SOCIETY UJJAIN</u>	Dr M Shahid Nagori	42 Topkhana, Mahakal Road, Ujjain M.P.	0734-2557905
7.	<u>ATHAK PRAYAS TECHNICAL EDUCATION AL AND TRAINING SOCIETY</u>	arpit gupta	3/2 , Ganesh Vatika , Ankpat Marg , Ujjain (M.P.) pincode – 456001	0734-2574227
8.	<u>NAGDA ASTHA NAVYUG SAMAJ KALYAN SAMITI</u>	Subodh Swamy	Nagda Astha Navyug Samaj Kalyan Samiti, 3/7, Adarsha Gandhi Gram Colony, Nagda Jn. Dist. Ujjain (M.P.) 456335	07366-244219
9.	<u>ELEVATION SHIXAN SAMITI</u>	Sherbano	36, Bhagat Singh Marg, Jaisinghpura Road, Hari Fatak, Ujjain (MP) – 456006	07368-205261
10.	<u>PRAGYA SHIKSHAN SAMITI</u>	RN Rathore	56,Kanchanpura maxi road,Ujjain (M.P ) Pin code – 456010	0734-2517671
11.	<u>JANABHUDA Y SAMAJIK SANSTHA</u>	Ritesh Shrotriya	Janabhuday Samajik Sanstha L.I.G.-59,Muni nagar,Ujjain,M.P. pincode-456010	0734-2527476
12.	<u>PARAMOUN T SAMAJ KALYAN SANSHTHAN</u>	MR NAVIN GUPTA	Paramount Samaj Kalyan Sanshthan, B10, 3rd floor, L.M. Complex, Tower, Free Ganj	0734-4040043
13.	<u>KASHISH SAMAJ</u>	alok nagar	38- Vidya Nagar, Sanver Road Ujjain. 456001	0734-4077951

*District Disaster Management Plan-UJJAIN*

	<u>KALYAN SAMEETI</u>			
14.	<u>JAIN NAVKAR LOK SHIKSHA SAMITI</u>	SUNIL SAKLECHA	19/2, HOSPITAL ROAD NEAR DIGAMBER JAIN MANDIR	07366-241283
15.	<u>WINNER VICTORY SPORTS AND WELFARE ASSOCIATIO N</u>	Arvind Singh Bhadoriya	6-Aakancha Parisar, Nanakheda, Ujjain (MP) PIN – 456010	0734-4218168
16.	<u>MADHYA PRADESH VIKLANG SAHAYTA SAMITI</u>	FR THOMAS C T	Manovikas, Sector-9, Jawahar Nagar, Ujjain, M.P. 456 010	0734-2511031
17.	<u>VASUDEV SAMAJIK UTHAN SAMITI</u>	VISHAL RAJORIYA	VASUDEV SAMAJIK UTHAN SAMITI, 27, NIKAS CHOURAHA, UJJAIN	0734-4070106
18.	<u>ATHAK PRAYAS TECHNICAL EDUCATION AL AND TRAINING SOCIETY</u>	arpit gupta	3/2 , Ganesh Vatika , Ankpat Marg , Ujjain (M.P.) pincode – 456001	0734-2574227
19	<u>MEGHDOOT JAN KALYAN SAMITI</u>	J N Laddha	14, Meghdoot Parisar Near Metro Cinema Ujjain 456006	0734-2556481
20	<u>JANABHUDA Y SAMAJIK SANSTHA</u>	Ritesh Shrotriya	Janabhuday Samajik Sanstha L.I.G.-59,Muni nagar,Ujjain,M.P. pincode-	0734-2527476

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**C 1.5.3 Addressing climate induced anthropogenic issues**

Total Annual Rainfall of last year is 101.5 cm. Average rainfall (last 10 years) is 90.2 cm. Months of excess rainfall is July and August. These are the months when Flood can occur. Climate change can increase the chances of flood in the regions prone to flood because due to climate change the rainfall increases.

Average maximum temperature in district is 42 degree celcius and Month of water scarcity is May. In this month flood can occur. Climate change can increase the chances of drought in the drought prone regions because due to climate change because climate change increases the maximum temperature during summer season.

**C . DISTRICT LEVEL DISASTER MANAGEMENT PLANNING**

**C 1 District Action Plans**

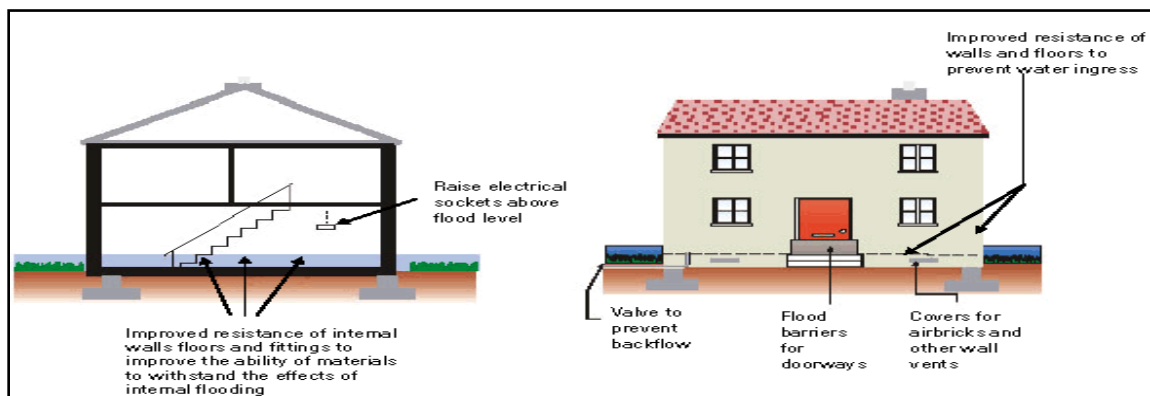
**C 1.1 Mitigation Plan**

**C 1.1.1 Scope of Integrating Risk Reduction in Development Schemes**

**FLOOD**

Flood Prone areas in district are **Somwaria, kartik chowk ,Begumpura, singpuri, khatriwadi, sakhipura, jasingpura, awantipura, Ramghat, Indore Gate** of Ujjain City.

Recommended Design that should be used :



Building Assessment/certification on the basis of Components by Public Work Department or Municipal Corporation.

In this Nagar Nigam and PWD can check the houses and buildings in the Flood prone areas

Component	Most suitable	Suitable	Unsuitable
Flooring	Concrete, pre-cast or in situ	Timber floor, fully sealed, use of marine plywood.	Untreated timber Chipboard
Floor covering	Clay tiles Rubber sheet floors Vinyl sheet floors	Vinyl tiles Ceramic tiles	
External walls (to maximum flood level)	Engineering brick Reinforced concrete	Low water absorption brick	Large window openings
Doors	Solid panels with waterproof adhesives Aluminium, plastic or steel	Epoxy sealed doors	Hollow core plywood doors
Internal partitions	Brick with waterproof mortar Lime based plasters	Common bricks	Chipboard panels Fibreboard panels Plasterboard Gypsum plaster
Insulation	Foam or closed cell types	Reflective insulation	Open cell fibres
Windows	Plastic, metal	Epoxy sealed timber with waterproof glues and steel or brass fittings.	Timber with PVA glues and mild steel fittings

A proper plan for water drainage system must be prepared by Nagar Nigam of Ujjain. The drains should be desilted before the onset of the rainy season by Nagar Nigam. There must be new drains in the areas. Reservoirs can be made by Nagar Nigam in the areas. General clean-up of streets by Nagar Nigam.

**DROUGHT**



Drought prone areas in district are **Badnagar, Ghatia, Tarana and Ujjain Block** . Here Soil conservations steps must be taken by Agriculture Department with the help of nagar nigam. Stone Walls and Trenches made to contain water flow in order to make the soil moist and for the prevention of erosion of the soil.Tillage practice can also be adopted in farming.

Water tanks to be built in Drought prone areas by nagar palika with the help of irrigation department.



Water conservation steps must also be taken by irrigation department with the help of nagar nigam. Installing Water Tanks in the areas to catch and store rain fall and the use of Grey Water which is recycled water from your indoor water such as recycling shower. Construction of Ponds to sustain water .Develop and maintain environmental Safe Wells Harvesting of rainwater, there are different methods to use for collecting rainwater in barrels that are placed on the sides of rooftops. And other waster from washing and sewage systems is recycled and cleaned to be reused aswater for irrigation.

### **INDUSTRIAL ACCIDENT**

Industrial Hazard prone area is **Nagda(an Industrial area of district)** and few other industries are also hazardous. List of hazardous industries is given in Annexure C 8.1.14.

Department of Industry must check all the industries in the area that whether they are following the norms of safety measures and the National industrial policy. They should also check whether the industry is ISO 22000 and IS 18001 certified.All the industries must be directed to make their individual disaster management plan

The following measures are to be taken by industries.

- (a) Safeguarding all machines and equipment
- (b) Safe design and construction
- (c) Safe dress and personal protection equipment

- (d ) Preventing or removing defective conditions
- (e) Fire precautions
- (f) Pollution control and environment protection
- (g) Maintaining hygiene and healthy conditions
- (h) Installation of fire-alarm system and fire hydrant and sprinkler
- (i) Warning devices for leakage of hazardous gases
- (j) Incentive to employees for accident-free record
- (k) A chemical company could stop the handling and use of highly toxic chemicals such as MIC.
- (l) Rejection of a site that is hazardous, and subsequently the selection of an alternate site

### **STAMPEDE**

Stampede prone area is Mahakaleshwar Temple, Ujjain and Kumbh Mela (next is in year 2016).

The Mahakaleshwar temple has three stories (a) Shri Mahakaleshwar (b) Shri Omkareshwar (c) Nagchandreshwar. . On Mahashivratri more than 1 lakh devotees visits temple.

The temple Authority should work on the following things:

- There are 25 CCTV cameras in the temple that should be increased.
- There must be CCTV camera showing devotees queue.
- The railing inside the temple is 700 metres and outside temple is 500 metres. The railing should be segmented so that rush of devotees can be controlled.
- There must be limit on the number of people entering the main temple and time limit must also be there for devotees for staying inside the main temple.
- There must be security tightened so that queue management can be done properly.
- The Width of the railing should be increased.

### **Kumbh Mela**

In 2004, Kumbh mela (simhasth) Ujjain, around 1 crore people visited.

There is a Management team for Kumbh Mela 2016 in Collectorate, Ujjain. The Kumbh Mela 2016 management team should work on following points:

- Police Department must arrange Control room different locations like Ramghat, Mangalnath, Datta akhada, Nrisimha ghat. Garh kali temple, Gomati kund, Ankapad, Rani kha ka bag, Hanumanth bag, Mulla madari ka bag, Mulla pura.
- Maintaining ambulances, security, ensuring regular communication with the control room.

- Special security arrangement at the time of shahi bath.
- CCTV cameras must be there at every location.
- More security must be arranged by Central as well as state Authority.

## **RAIL AND ROAD ACCIDENT**

### **Railway Accident Mitigation**

1. A no. of Safety drives at regular intervals should be carried out by officers and supervisors to improve awareness among staff to prevent accidents. During the drive officers and supervisors travel extensively during night and day, by engines as well as in guard vans. They meet staff working in the field and explain finer aspects of safety.
2. A no. of Safety seminars are conducted on various safety sensitive subjects to improve awareness among Railway staff as accident prevention measure.
3. Special drives are conducted to counsel, educate and improve awareness among general public regarding prevention of accidents.

### **Road Accident Mitigation**

#### **Following steps must be taken by traffic police with help of Police department**

- Speed limitation must be there in highways.
- Checking of Helmet for two wheelers.
- Tamper proof speed controllers should be made mandatory for all heavy vehicles. New heavy vehicles should have built in tamperproof speed controllers.
- Diving tests for issue of Driving license is to be made more stringent and foolproof.
- Refreshment parlors should be made available at (say) every 50 / 100 k.m. on all national highways and truck / heavy vehicle drivers should be forced to refresh by having a face wash or by having a cup of tea or coffee.
- Roads should be properly maintained. Permanent contracts / arrangements should be in place for maintaining all roads in good condition 24 hours a day, 365 days a year.
- Health of vehicles should be strictly enforced.
- Eyes of old aged driving license holders should be tested periodically.
- License of drunkard drivers /riders should be cancelled immediately .

Review of current practices and design standards on roads is essential as most of current standards are outdated. New research findings are to be incorporated into the practice.

- Good Engineering practices / best practice in the community shall always be used in the design of roads.
- This involves the application of appropriate road engineering and traffic management schemes at hazardous locations on the existing road networks.

- Particular attention shall be drawn to traffic management during construction.
- Traffic calming for residential areas aims to reduce vehicle speeds in order to reduce both the number and severity of accidents, especially to vulnerable road users. This measure shall be considered.
- Safety standards in a vehicle shall be reviewed.
- A vehicle on the road shall meet revised safety features standards.
- Research and development constitutes an important part of mitigation of road crashes programme. Road safety research aims to improve knowledge about factors contributing to road accidents, effects of different countermeasures, and development of new and more effective safety measures.

**There must be a District emergency operation centre and control room which would work through out year**

### **C 1.1.2 Community Initiatives**

Community participation is a necessary condition for the sustainability of the social development initiative. Community is the first and last to face the disaster. Equipping them, educating and preparing them for the recurring disasters are of vital importance. The most vulnerable areas are to be identified and periodic awareness programme are to be provided at the Ward level, Panchayat level, Educational Institutions, Social Organizations etc. It is essential to examine the various methods in which the community can be effectively involved in planning for disaster management. A community which is aware and well equipped to handle disasters will boldly face them.

### **C 1.1.3 Training & Capacity Building**

Various initiatives where risk reduction and safety aspects have been integrated as part of implementation under JNNURM, NRHM and SSA programmes.

#### **Jawaharlal Nehru national urban renewal mission(JNNURM)**

- 1. Strengthening and streamlining institutional mechanism**
- 2. Compliance to Safe construction practices (GDCR)**
- 3. Contribution towards preparing a comprehensive City Disaster Management Plan**
- 4. Public Private Partnership (PPP)**

The schemes like JNNURM present wonderful opportunities to address risk reduction components and efforts must be made, to ensure that these flagship programmes are piggy-backed upon to carry forward the risk reduction agenda. However the fact remains that there is lot of scope under JNNURM programme to address risk reduction concerns holistically. At the moment the programme has its own issues and genuine concerns. The typical challenges of meeting targets set under such programme and dilution of the same with integration of DRR elements, apprehensions of cost escalation and the lethargy to avoid the trouble of re-designing the schemes and their implementation patterns has led to a mindset of neglect and stalling of efforts in this direction. A grave need is being felt to sensitize the policy and decision makers at various levels about the need to integrate DRR into various development programmes.

#### **National rural health mission (NRHM)**

- 1. Adequately equipped PHCs and CHCs**
- 2. Role of health workers and allied agencies**
- 3. Integrated Emergency Health Management Plan**
- 4. Phase wise institutionalization leading to sustainability.**

The beginning has been made so far through NRHM activities. A few steps have been taken towards integration of DRR with the NRHM, but these are not at all sufficient. It has been realized so far that apart from the main issues of infrastructure, there are several other allied issues also to be addressed, like Female involvement in health services, non availability of life saving drugs/ equipments at health centers, doctors absenteeism in remotely located areas.

#### **Sarva shikshan abhiyan (ssa)**

- 1. Developing a policy framework**, including school safety programs and required clearances, this can support the implementation of mainstreaming DRR into the education system.
- 2. In school curriculum**, the element of DRR education should be made essential. In this regard, the National level Executive Committee has to ensure with respective central/ state.
- 3. All new school buildings** should be designed and constructed as per National Building Code. And existing buildings to be made structurally strong and get strengthened through retrofitting / repair.
- 4. Agencies involvement at community level** is very important and vital, in preparation of design, management and execution of the building development programme for the successful institutionalization of programme.
- 5. The teachers orientation** and training on school safety is becoming essential
- 6. Focus on children groups** of special needs is another very vital component of SSA in relation to DRR, has been covered under a separate sub mission.
- 7. Building strong partnership** amongst all the stakeholders is key to success for implementation of this development programme with respect to DRR. School safety is an opportunity to establish innovative and effective partnerships amongst national, state Govt., local entities and community to institutionalize school safety initiatives.

Overall the SSA has a major role to play in integrating DRR into school curriculum and implementing in the field, and it has stressed the need for advocacy campaigns on safe school concepts at the national and state level. As SSA is also getting matured and more susceptible in its 8th year of running, now it's high time for integration as quickly as possible. The Implementation of above steps will surely contribute towards building a culture of resilience and safety at all appropriate levels w.r.t. education stream.

#### **C 1.1.4 Risk Management Funding**

As per Disaster management act 2005, The State will constitute the district Disaster mitigation Fund for management of disaster in the State. The contribution of the fund will be 75% from the Central Government and 25% from the State Government. The modalities for application of this fund will be worked out in accordance with the provision of the Disaster Management Act.

At district level DDMA manages the fund, from state government and its allocation takes place through local authorities: Fund allocation should be made by Zilla Panchayat, janpad panchayat and Gram Panchayat to carry out the Disaster Risk Management

## **C 1.2            Preparedness Plan**

### **C.1.2.1           Preparedness before response**

#### **Block Authority**

- Assignment of duties to the District level officials /Tashildars/ BDOs.
- Arrangement of food/drinking water/medicine in the shelter places.
- Assigning responsibilities to officials for distribution of emergent relief / running of free kitchen.
- Trained voluntary staffs/ task forces/ Anganwadi workers on use and providing min. Health services to the community.

#### **Police Department**

- To warn people about the hazard.
- To help in transportation
- To arrange police force at places required.
- To maintain peace in the area

#### **Health Department**

- Deployment of medical staff. Constitute mobile teams and visit the worst affected areas. Vaccination.
- Stock piling of life saving drugs/ ORS packets/Chlorine tablets.
- Treatment of the injured persons and Transportation of the injured to hospital.
- Disease surveillance and transmission of reports to the higher authorities on a daily basis
- To obtain/ transmit information on natural calamities to district control room.

#### **Irrigation Department**

- Stock piling of repair materials like sand, bag, bamboo at vulnerable points. Provision of guarding of weak points.
- Collection and stacking of empty cement bags and sand etc. Inspection of the embankment strengthening of the embankment if necessary.
- Repairing of water level of gumti at various intervals due watch on the embankments. Inspection of embankment.
- Repairing work of the damaged embankment will be considered if necessary. repairing of the embankment necessary.

#### **Rural Development Department**

- Repair/Restoration of vulnerable points on roads before onset of monsoon.

#### **Public Work Department**

- Repair/Restoration of vulnerable points on roads before onset of monsoon.

#### **Agriculture Department**

- Pre/after warning is issued to the respective Agri. Sub-Divisions depending on the field situation.

- In case of drought according to fund available with the fund received from the central govt. as assistance is provided to the affected cultivators in terms of seed. Fertilizer, P.PC.etc. for growing the next crops.
- In case of flood ,assistance to the affected cultivators if the disaster occur in the late seasons for growing the next crops.

#### NGO's

- Awareness:-Collection/stock of medicine
- Awareness campaigns
- Distribution of medicines, Medical camps
- Distribution of medicines, Health camps, Awareness.

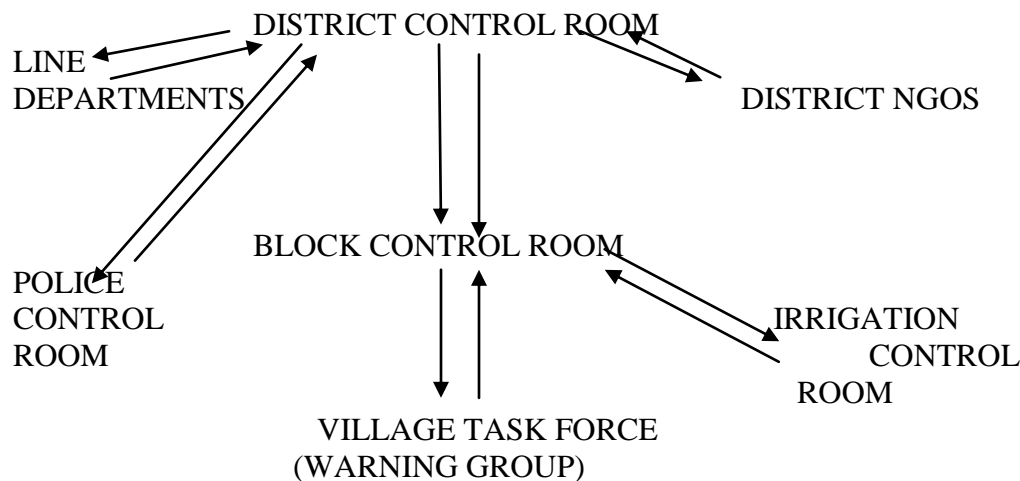
#### Electricity Department

- Standby arrangements for temporary electric supply or geneerators

#### C.1.2.2 Pre-Disaster Warning, Alerts

On the basis of reports from the possible disaster site, or on the warning from the agencies competent to issue such a warning, or on the receipt of warning or alert from District Control Room, the Collector will exercise the powers and responsibilities of the District Disaster Management Authority Chairperson.

<b>Hazard</b>	<b>Agencies</b>
<b>Drought</b>	<b>Agriculture Department, Local Authority</b>
<b>Floods</b>	<b>Meteorology Department, Irrigation Department</b>
<b>Road accidents</b>	<b>Police Department</b>
<b>Railway Accident</b>	<b>Railway Department, Railway Police Force</b>
<b>Industrial and Chemical Accidents</b>	<b>IndustryDepartment, Police Department</b>
<b>Stampede</b>	<b>Police Department</b>
<b>Early Warning Dissemination</b>	



The warning would be made by BSNL and in case it has been destroyed than Wireless could be used by Police department.

The warning or occurrence of disaster will be communicated to:

- Chief Secretary, Relief Commissioner, Emergency Operation Center
- Office of Divisional Commissioner
- All district level officials, Municipal Councils
- The Officials of central government located within the district
- Non-officials viz; Guardian Minister of the district, Mayor, ZP President, MPs, Local units of the Defense Services.
- DC(District Collector)
- SP (Superintendent of Police)
- All O/Cs of Police Stations
- All BDOs
- Tehsildars
- All SDMs
- Executive Engineer Rural Development Department
- Executive Engineer Public Work Department
- Executive Engineer Public Health Engineer
- Supdt. Of Agriculture
- Dy. Director, Education
- SDO, Telephone
- Executive Officer, Nagar Nigam/ Nagar Palika
- All SDPOs

### C.1.2.3 Evacuation preparedness

All evacuation will be ordered only by the Collector or Officer authorized by



him. For appropriate security and law and Order, evacuation should be undertaken with assistance from local Authority(like sarpanch of village). All evacuation should be reported to the Collector immediately.

**Factors to be considered for evacuation.**

1. Shelter sites should be within 5 K.ms. of hazard prone place.
2. The evacuation routes should be away from prone areas.
3. Evacuation should be undertaken with assistance from local Authority.
4. It is always preferable to encourage the entire family to evacuate together as a visit.

The list of building structures identified for living after evacuation is given in Annexure C 8.1.15

**Departments and their role in process of evacuation:**

6. Home department to give permission
7. After getting permission from home department Collector gives order to District Commandant and Superintendent of police for process
8. Transportation department plays a significant role
9. Collector gives order for shelter sites as well.
10. District Commandant with help of Manforce evacuates the hazard prone place.

**C.1.2.3 Organizing mock drills**

Mock drills with the following processes and departments has to be there in every 6 months under the leadership of collector.

Process (Utilization, Maintenance and record keeping)	Department
Mock drill on preparedness for taking search & rescue measures.	Fire Service, Police, Power & other security forces.
Mock drill on preparedness for extending health facilities to victims.	CMHO, Security forces medical wing.
Mock drill on preparedness for response of common public after disaster.	Collector, SDMs & BDOs.

Mock drill for setting up temporary infrastructure facilities for reaching up to victims & for their safe settlement.	PWD officials.,PHE officials,Security forces.
Mock drill for protection of embankment of rivers/cherres.	IRRIGATION deptt., NAGAR NIGAM officials.

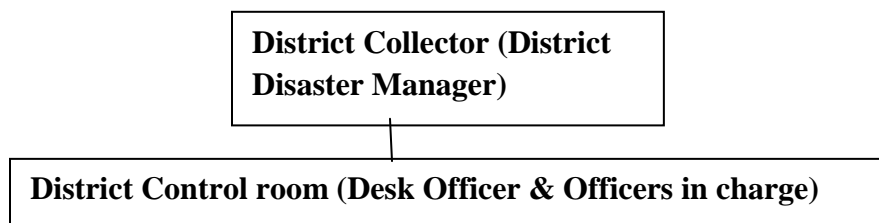
**C 1.3 Response Plan**

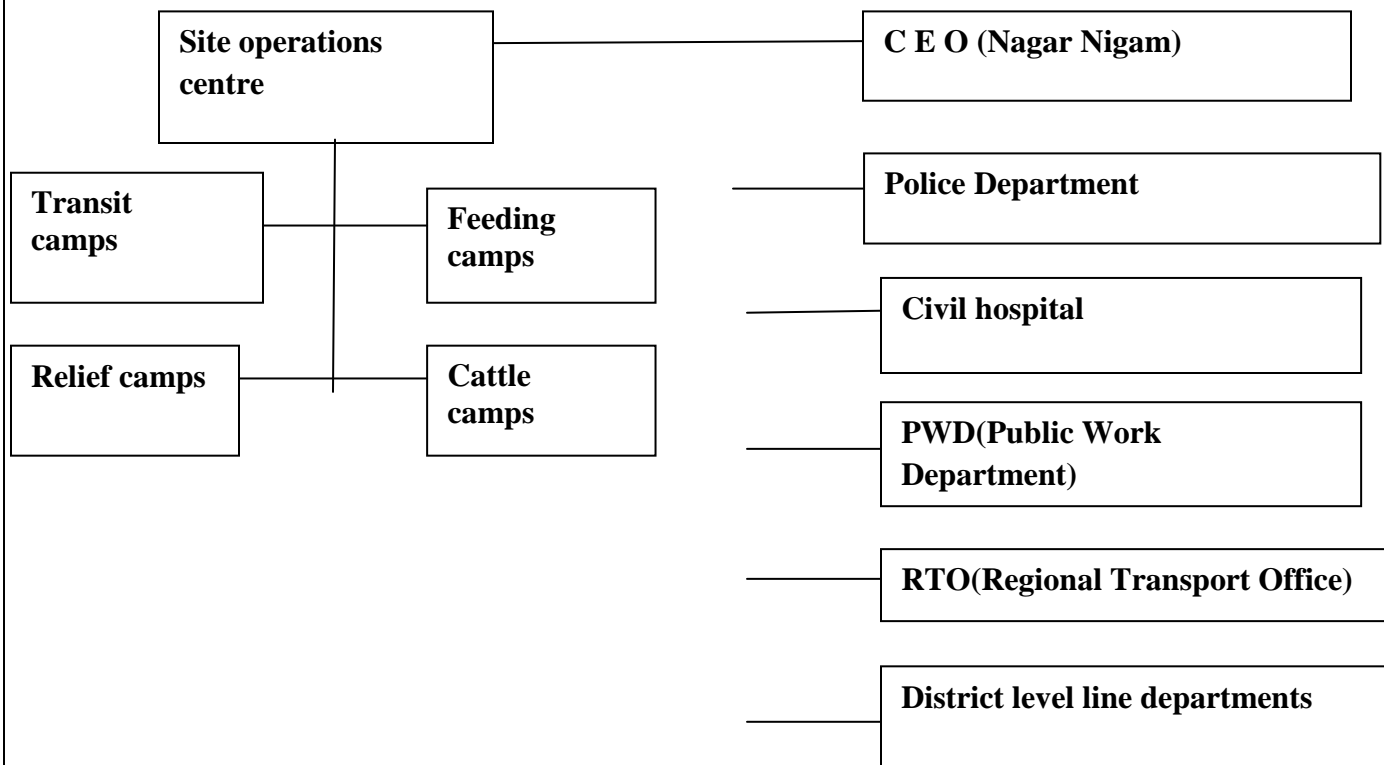
**C 1.3.1 Disaster Emergency Response Force**

Disaster emergency Response Force :In addition to police personnel, the DERFs may be constituted from existing resources of the Fire Services, Home Guards and Civil Defence. The District can also be encouraged to set up DM training facilities in their respective Police Training Colleges and include this subject in their basic and in-service courses. Training being one of the most important attributes for an efficient force, Government of India has recognised the recommendations of theNDMA for setting up an apex National Institute of Excellence for Search and Rescue at a central place like Nagpur to provide training of trainers and to meet other national and international commitments. Also a network of ten outreach centres at the respective NDRF (national disaster response force)locations are proposed to be set up.

**C 1.3.2 Crisis management direction & coordination**

**Coordination Structure in District**

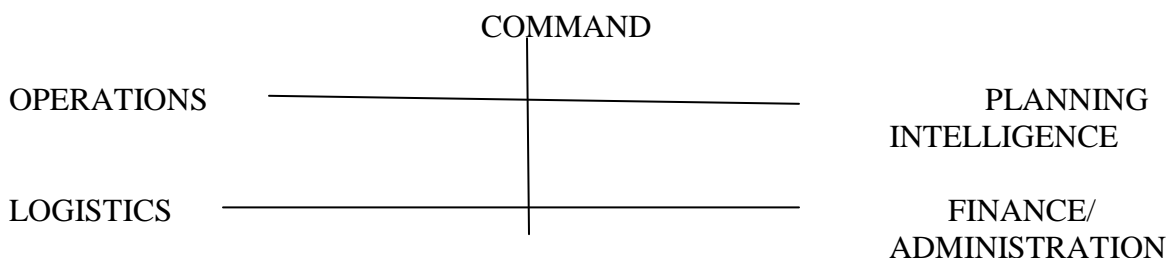




**This is how the District Coordination works, District Collector behaves as the District Disaster manager. All other departments work on the order of District Control room at time of disaster. The control room orders and manages the relief operation with the help of all the departments in the district.**

**C 1.3.3 Incident Command System (ICS)**

Five major management functions of ICS are Command, Operations, Planning Intelligence, Logistics, Finance/ Administration



There will be one District Headquarters Team with the primary function of assisting the District Collector 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 fulfill 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.

### **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

Incident Commander Commands over the four other sections.

#### 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 :

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

- Single Resources
- Task Forces
- Strike Teams

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

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

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

#### 3. Staging Areas

The third component of the Operations Section is the Staging Area.

An ICS Staging Area is a temporary location for placing resources available for incident assignments. All resources within the Staging Area belong to the incident.

Resources assigned to a Staging Area are available on a three minute basis to take on

active assignment. Staging Area are temporary facilities. They can be set up at any appropriate location in the incident area and moved or deactivated as needed.

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

#### Planning Section

In ICS, the Planning Section is responsible for managing all information relevant to an incident. When activated, the Planning Section Chief who is a member of the General Staff manages the Section

The Planning Section collects, evaluates, processes, and disseminates information for use at the incident. Dissemination can be in the form of the Incident Action Plan, formal briefings, or through map and status board displays.

Some incidents may require personnel with specialized skills to be temporarily assigned to the Planning Section. These persons are called Technical Specialists such as

- Chemist
- Hydrologist
- Geologist
- Meteorologist
- Training Specialist

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

1 Resources Unit

2 Situation Unit

3 Documentation Unit

4 Demobilization Unit

Common responsibilities of Unit Leaders are listed below:

- 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

### Logistics Section

The Logistics Section is responsible for the following:

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

The Logistics Section 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 :

- Supply Unit
- Facilities Unit
- Ground Support Unit
- Communications Unit
- Food Unit
- 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:

- Tactical and support resources ( including personnel)
- All expendable and non-expendable support supplies.

Two Managers report directly to the Supply Unit Leader:

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

- Incident Command Post
- Incident Base
- Camps
- 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 fueling 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 :

- Time Unit
- Procurement Unit
- Compensation /Claims Unit
- 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.

##### 3. 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 :

- 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.
- 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

#### **C 1.3.4 Rapid damage assessment & reporting**

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

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

**Table C 1.3.4**

<b>INITIAL ASSESSMENT REPORT</b>											
1	NATURE OF DISASTER:										
2	DATE OF OCCURRENCE:						TIME:				
3	<i>DAMAGE AND LOSS ESTIMATES</i>										
	<b>Name of the Site</b> (Village, Block, Tehsil)	Total Population Affected	People missing	People injured	Severity		Immediate needs	Houses Damaged			Action taken
					H	L		L	M	H	
4	<i>INFRASTRUCTURE DAMAGE</i>										
	<i>Name of the Site</i> (Village, Block, Tehsil)	<i>Housing</i>	<i>Agriculture</i>	<i>Animals</i>	<i>Water source</i>	<i>Road and bridge</i>	<i>Power</i>	<i>Communication</i>	<i>Govt Building</i>	<i>Others</i>	
5	<i>NEED ESTIMATES</i>										
	<i>Name of the Site</i> (Village, Block, Tehsil)	<i>Medical Needs</i>	<i>Population requiring shelter</i>	<i>Clashes</i>	<i>Food</i>	<i>Water</i>	<i>Sanitation</i>	<i>Any Other</i>			

6	Type of Communication working								
7	Evacuation Centres								
	Address								
	Number of people								
	Days								
8	ANY OTHER VITAL INFORMATION								
9	<b>SPECIFY IMMEDIATE NEEDS: (With quantity)</b>								
	Food								
	First aid								
	Machinery								
	Drinking Water								
	Tents								
10	<b>Possible Secondary Affects:</b>								
11	<b>NAME THE CONTACT PERSON:</b>								

12	AGENCY/ADDRESS:  TELEPHONE NUMBER	
DATE:	SIGNATURE:	
FOR OFFICE PURPOSE:	REPORT NO.:	
ACTION TAKEN:		

**C 1.3.5      Distt. Search & rescue Team**

**Police Department and Homeguard department** works on it where the head is Superintendent Of Police. He appoints manforce from police department and homeguard department for the purpose as ordered by the collector.

**C 1.3.6      Medical response**

The specialized medical care shall be required to help the affected population by the **health department**. The preventive medication may have to be taken to prevent the outbreak of diseases.

Further, at the district level, dedicated medical teams will be activated at the time of emergency, which will consist of the doctors, nurses, pathologists, etc. Mobile Medical Vans, equipped with emergency requirements, also to be identified.

S.No.	Name of team member	Designation	Contact no (off.)	Contact no (Res.)
1	<b>Dr A.K. Dixit</b>	<b>Chief medical and Health Officer</b>	<b>0734-2555355</b>	<b>09225333892</b>
2	<b>Dr P Singh Geherwar</b>	<b>Civil Surgeon</b>	<b>0734-2551077</b>	<b>09425092561</b>
3	<b>Dr Ravindra Shrivastava</b>	<b>RMO</b>		<b>09826243412</b>
4	<b>Dr N K Sharma</b>	<b>Surgeon</b>		<b>09425135940</b>
5	<b>Dr Abhay Pustake</b>	<b>Pediatrician</b>		<b>09827230296</b>

6	Dr K S Nagar	Medical Officer		09425437945
7	Dr H P Sonaniya	(pgmo) Medicine		09826362657
8	Dr RK Tiwari	Radiologist		09300728734
9	Dr O P Gupta	ENT Surgeon		09826044228
10	Dr Amita Nayak	(Lady Doctor)Medical Officer		09425917966
11	Dr Anil Sinha	Orthopaedic Surgeon		09827256608
12	Dr C S Bhargava	Pathologist		09893051953
13	Dr G Pradhan	Anaesthesia		09827320096
14	Dr Abha Jaithlia	Eye Specialist		09893169993

The Medical team must have Doctors of all kind of Specialization(listed over here). The Team must also have 1 Metron, 2 OT Nurses, 2 Casualty Nurses, 1 Pharmacist, 1 ECG Technician, 1 X-ray & CT Scan Technician from district Hospital or Civil Hospital .

### **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 center, organization of information for Site Operations Center 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. Rumours should not be spread.

### **C 1.3.8 Temporary shelter management**

In many emergencies, local authorities would set up public shelters in schools, 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
- 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.
- The District Collector has recognized 58 safe shelters in district(Refer annexure C 8.2.1 for details).

### **C 1.3.9 Water and Sanitation (WATSAN)**

**Water supply and sanitation department** implements the alternative contingency plan to provide drinking water in case of Failure of regular water distribution systems during disaster. The department will start work for immediate repairing of water pipes in case of damage. It will arrange to check the water tanks, overhead tanks, and pumps, reservoirs and other water resources. It will contact the electricity authorities to re-establish the electric supply in case of failure. It will provide chlorinated water either by activating group water supply schemes individual schemes or through tankers. It will provide drinking water to the relief camps / relief kitchens, shelters etc. through available resources

### **C 1.3.10 Law & order**

The **Police Department** shifts the people to the safer places. It helps the Revenue Department to carry out relief work without any hindrance during disaster period and safeguard the properties of the victim. It will arrange law and order against theft in the disaster-affected area and co-ordinate with the search and rescue operation through NCC/ NGO. It will also arrange for security at the relief camps/relief material storages. It is also responsible to maintain law and order at the time of

distribution of relief material. It assists the authorities for evacuation of people to the safe places. It makes due arrangements for post mortem of dead persons, and legal procedure for speedy disposal. It specially protects the children and the women at the shelter places.

#### **C 1.3.11 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.

#### **C 1.3.12 Animal care**

The **animal husbandry departments and veterinary department** with necessary equipments in case of cattle death are there in the affected areas for the disposal of carcass with a view to restoration of public life and result oriented work. Make arrangements to treat the injured cattle. To vaccinate the animals against various diseases. Arrangement for pets and cattle should be made separately.

#### **C 1.3.13 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 1.3.14 Civil Defense and Home Guards**

As the emergency ordered by the collector, all the **homeguards and the civil defence** are ordered by the district commandment to reach the place and to work for search and rescue.

#### **C 1.3.15 NGOs & Voluntary organizations**

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

- Ensuring communication links both within the community and with the administration.
- Controlling rumors and panic behavior and undertaking confidence building activities.
- Organizing local work teams for immediate rescue, and relief e.g. cooked food, first aid, and assistance in law and order.



- Assisting the handicapped that need special help.
- Guarding major installations and evacuated properties till the administration takes over.

**Table C 1.3.15**

<b>S.No.</b>	<b>Name and address of NGO</b>	<b>Name of Chief Functionary</b>	<b>Contact nos. of person concerned</b>
<b>1</b>	<b>Vasudev Samajik Uthan Samiti</b> <b>27, Nikas Chaurah, Ujjain</b>	<b>Vishal Rajoriya</b>	<b>0734-4070106</b>
<b>2</b>	<b>Nagda Astha Navyug Samaj Kalyan Samiti</b> <b>3/7 Adarsh Gandhi Gram Colony, Nagda</b> <b>Ujjain, 456335</b>	<b>Subodh Swamy</b>	<b>07366-244219</b>
<b>3</b>	<b>Kashish Samaj Kalyan Samiti</b> <b>38- Vidhya Nagar, Sanver Road, Ujjain 456001</b>	<b>Alok Nagar</b>	<b>0734-4077951</b>
<b>4</b>	<b>Winner Victory Sports and Welfare Organisation</b> <b>6-Aakancha Parisar, Nanakheda, Ujjain-456010</b>	<b>Arvind Singh Bhadoriya</b>	<b>0734-4218168</b>

**C 1.3.16 Relief management planning**

Relief management should be done carefully so that all the victims will be benefited from the limited resources and manpower. In this regard the following activities must be assigned to related desks while serving the people in disaster hit areas. Though it is clearly mentioned in the ICS, still the specific functions of the various desks are given below:

**Functions of Infrastructure Desk**

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

#### **Functions of Logistics Desk**

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

#### **Functions of Health Desk**

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

#### **Functions of Communication and Information Management Desk**

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

#### **Functions of Operation Desk**

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

#### **Co-ordination with**

- District Control Room
- District administration staff in the area
- NGOs
- Private donors

### **Manage**

- Dispatch of all information (as per the formats) and subsequent demands to DCR/Site Operations Center
- Organize shifts for staff and Supervision of the same

### **General**

- Maintenance of records (date of joining, period of service, leave record, overtime, etc) for all the persons deployed for relief work at operations center.
- Get sanction for expenses for reimbursement from the DDM through Site Operations Center.

### **Functions of Services Desk**

- Relief supplies to families or to households including water, clothing, and food.
- Arrangements for dry rations and family kits for cooking within two weeks of the disaster.

Promotive services for mental health.

- Restoration of family (including locating missing children, relatives, friends.)
- Assistance in locating missing cattle.
- Assisting students to continue with their studies.
- Services for the orphans.
- Assisting individuals with special needs (pregnant women, infants, handicapped, old etc).
- Counseling services.

### **Functions of Resources Desk Maintenance of**

- Books of account for all cash receipts
- Books of account for all cash disbursements
- Stock register for all relief materials
- Issue register for all relief materials
- Dead stock register for all non-consumables (inventory)
- Record of all personnel payment on TA&DA, daily wages and other incidentals made to relief personnel.

• Records of all transfer of funds (as advances) to other government departments (suspense account)

- Records of all cash vouchers and credit vouchers.
- Records of all gratuitous relief.
- Records of all compensation paid.
- Preparation of records relating to finance and accounts as per the formats for dispatch to Emergency Operations Center.

### **General**

- All cash donations must be deposited with District Control Room and a receipt for the same should be obtained.

- All material donations must be entered in stock register and made available for inspection to officer from the District Control Room or Site Operations Center.
- Maintain record of all issue of cash vouchers and credit vouchers for petrol and diesel.

### **Role of Departments in Relief Management Planning**

**District Administration (Collectorate, Zila Panchayat)**-Regular collection of situation report of the risk and vulnerable areas from the officers assign for the purpose/ Provision for administering emergent relief and the other basic needs.

**Block Administration**-Relief operation smoothly as per effected area for natural calamities.

**Health Department**-Sufficient stock to be procured and distributed.Miking, Control room-CMHO office

**PWD(Public Work Department)** Inspection and emergency repair for roads/ road bridges/ underwater inspection/ piers/ concrete and steel work.

**NGO/Volunteer**-Replacement of affected people in the shelters/camps, collection of tents, poly thenes etc.

Collector will order all the deparment for their work of relief management

### **C 1.3.17 Media Management**

The people shall be kept informed of the activities of the District Disaster Management teams in terms of disaster management in support of authority across the district and reflect the role of the State.

Formal comments/interviews with the media in respect to District disaster operations on behalf of the District Disaster Mngement Authority shall only be made by the District Disaster Management Committee(DDMC).

Media briefing areas have been identified and are contained in the Standard Operating Procedures for the DDMC. The DDMC will appoint a suitable person to perform media duties and organise media representatives who attend the DDMC briefing area.

### **C 1.3.18 Fire Services**

Provision of trained man power to the **fire brigades and fire department**. 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.(Refer annexure C 8.2.4 for details)

### **C 1.3.19 Offsite Industrial emergency response plan**

Off-site industrial accidents are in the form of fires, explosions and toxic gas leaks. The responsibility of declaring an industrial accident as off-site rests with the management of the industrial unit where the accident has occurred. The most crucial decision in off-site industrial accident management is the recognition / identification of the stage at which the responsibility is handed over from the management to the public authorities. The public authority will be the District Collector when the disaster is likely to impact a larger area.

The main participating agencies in the management of off-site industrial disasters are:

- **Revenue**
- **Police**
- **Fire**
- **Medical Services**
- **Civil Defence**
- **PWD**
- **Industry**
- **MARG**
- **Public Health and regulatory environmental agencies (Civil Surgeon District Health Officer & Directorate of Industrial Safety & Health).**

To enable effective immediate response, specialists are required to Provide fast, reliable information on the properties of the substance released, Its potential hazard, Protective equipment required, Containment and control measures to be taken and advice on the decontamination and emergency termination activities required.

## **C 1.4 Recovery and Reconstruction Plan**

### **C 1.4.1 Restoration of basic infrastructure**

Post disaster reconstruction and rehabilitation should pay attention to the following activities for speedy recovery in disaster hit areas. The contribution of both government as well as affected people is significant to deal with all the issues properly. PWD and local authority will work on this.

- Damage assessment
- Disposal of debris
- Disbursement of assistance for houses
- Formulation of assistance packages
- Monitoring and review
- Cases of non-starters, rejected cases, non-occupancy of houses
- Relocation
- Town planning and development plans
- Reconstruction as Housing Replacement Policy
- Awareness and capacity building
- Housing insurance
- Grievance redressal

### **C 1.4.2 Reconstruction of damaged buildings/social infrastructure**

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

- Owner Driven Reconstruction
- Public Private Partnership Program (PPPP)
- 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.
- All the houses should be insured.
- Financial, technical and material assistance provided by the government.
- The designs for seismic reconstruction of houses provided by the government.
- The material assistance provided through material banks at subsidized rates.
- Design of 20 model houses provided to the public to choose from with an option to have one's own design.

### **C 1.4.3      Psycho-social interventions and Livelihood Restoration**

**Following Actions has to be taken by district authority with the help of state and central government**

#### **Disabled persons**

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

#### **Children**

- Orphaned children to be fostered.
- Day centers should be set up
- Orphanages should be established.
- Child help lines should be established.

#### **Paraplegics**

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

#### **Old Persons**

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

#### **Women**

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

### **C 1.5      Cross cutting elements**

**Community based disaster management has to be prepared by DDMA**

Components of CBDM

- To prepare Disaster Management Plans at appropriate levels

- Raising awareness of stakeholders on disasters through information and education campaigns
- Formation and training of task forces with specialized training in villages
- Creation of Community Funds
- Mock drills to sustain training and mapping activities
- Installation of early warning and alternative communication systems
- Networking of institutions and individuals for effective disaster management.
- Preparation of District, Block, and Village level Multi- Hazard Disaster Management Plans
- Formation and training of various Task Forces like Search and Rescue, First Aid, Sanitation, Shelter Management, etc.
- To respond to emergency situations.
- Vulnerability and risk reduction through incorporating disaster mitigation components into existing developmental programmes and planning.

### Approaches of CBDM

CBDM approaches would be initiated to address the causes of vulnerability as part of a broader development effort and to reduce their dependency on outside assistance

- mobilize volunteers and target the most vulnerable
- increase preparedness of community in consonance with civil society and government response to impacts of disasters
- protect and ensure positive socioeconomic development
- reduce deaths and massive destruction of properties.

### Stakeholders

Stakeholders of a CBDM program can be broadly defined as anyone, individuals or institutions, who may have contributed to the configuration of the disaster management or those who are normally affected by impacts of disasters in a locality, and thus have interest in participating in CBDM.

The inter linkages of GOs, NGOs, academic and international organizations should be reflected in terms of concrete projects and initiatives, and a model of cooperation should be devised.

This would include

- individuals at risks
- women's groups
- informal and formal leaders at the village level
- volunteers with specific roles
- villagers with specializations
- local business sectors, schoolteachers
- administrators, district and local government authorities,
- research groups
- people's organization
- NGOs
- civil societies
- technical resource groups

## Strategic planning

Understanding the vulnerabilities and capacities is the first step towards community based disaster management.

**Rescue:** Rescue operations are initiated immediately after the occurrence by the neighbors and relatives willingly or unwillingly because they are the ones living among the community. They also have traditional knowledge, courage and in some cases experience to react to such situations without expecting or waiting for external support. CBDM approach would enable them to acquire more skills, commitment, sense of responsibility and also stocking of rescue materials.

**Relief:** During Relief Phase, the immediate needs of the people have to be carefully identified. This includes a wide variety of activities such as medical assistance, supply of essential commodities, utensils, clothing, water supply, sanitation, shelter facilities, psychosocial counseling and the like. Identification of people who really needs to be supported, assessment of their losses, ensuring no social exclusions are few major components which need community participation and cooperation.

**Rehabilitation:** Rehabilitation Phase starts with restoration of lost livelihood activities and exploration of possible traditional and alternate income generation activities. Many project driven livelihood activities initiated have ended up with loss and failed to sustain as there were no participatory planning at the initial stages. Successful livelihood initiatives needs human resource, availability of raw materials, skill, market demand, willingness for; acquiring skill up-gradation, enhancement technical knowledge through trainings, entrepreneurship etc.

**Development:** Development Phase involves long term initiatives and projects and should have vision, mission and objectives. Community involvement is absolutely necessary for the sustainability of these projects.

### C 1.5.2 Needs of the Special vulnerability Groups

The list of NGO working on Differently abled persons, aged people, women and children is given. These Ngos can be contacted for special vulnerability groups.

S.No	Name of NGO	Name of Chief Functionary	Address	Contact no
1.	<u>SHREE SAI</u> <u>KRIPA</u> <u>MAHILA</u> <u>HEET AVAM</u> <u>SHIKSHA</u> <u>UNNAYAN</u>	mr manish yadav	38 mohan nagar agar road ujjain pin no 456010	09926395935



	<u>SAMITI</u>			
2.	<u>RAMPATI</u> <u>EDUCATION</u> <u>SOCIETY</u>	Indra Singh	14 mahishmati marg Indore gate	0734-2520541
3.	<u>KRISHNA</u> <u>LAKSHAYA</u> <u>SHIKSHAN</u> <u>SAMITI</u>	Apoorv Kumar	85, Mahesh Nagar, Ankpat Marg	0734-2576896
4.	<u>MAHILA</u> <u>SANRAKSHA</u> <u>N EVAM</u> <u>SAMITI</u>	Nirmal Kumar Tiwari	chairman Mahila Sanrakshan Evam Vikas Samiti 07, Sanjay nagar Agar road UJJAIN Pin code 456001	0734-4057541
5.	<u>VASUDEV</u> <u>SAMAJIK</u> <u>UTHAN</u> <u>SAMITI</u>	VISHAL RAJORIYA	VASUDEV SAMAJIK UTHAN SAMITI, 27, NIKAS CHOURAHA, UJJAIN	0734-4070106
6.	<u>HAMZAH</u> <u>EDUCATION</u> <u>AL SOCIETY</u> <u>UJJAIN</u>	Dr M Shahid Nagori	42 Topkhana, Mahakal Road, Ujjain M.P.	0734-2557905
7.	<u>ATHAK</u> <u>PRAYAS</u> <u>TECHNICAL</u> <u>EDUCATION</u> <u>AL AND</u> <u>TRAINING</u> <u>SOCIETY</u>	arpit gupta	3/2 , Ganesh Vatika , Ankpat Marg , Ujjain (M.P.) pincode – 456001	0734-2574227
8.	<u>NAGDA</u> <u>ASTHA</u> <u>NAVYUG</u> <u>SAMAJ</u> <u>KALYAN</u> <u>SAMITI</u>	Subodh Swamy	Nagda Astha Navyug Samaj Kalyan Samiti, 3/7, Adarsha Gandhi Gram Colony, Nagda Jn. Dist. Ujjain (M.P.) 456335	07366-244219

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9.	<u>ELEVATION SHIXAN SAMITI</u>	Sherbano	36, Bhagat Singh Marg, Jaisinghpura Road, Hari Fatak, Ujjain (MP) – 456006	07368-205261
10.	<u>PRAGYA SHIKSHAN SAMITI</u>	RN Rathore	56,Kanchanpura maxi road,Ujjain (M.P ) Pin code – 456010	0734-2517671
11.	<u>JANABHUDAY SAMAJIK SANSTHA</u>	Ritesh Shrotriya	Janabhuday Samajik Sanstha L.I.G.-59,Muni nagar,Ujjain,M.P. pincode-456010	0734-2527476
12.	<u>PARAMOUNT SAMAJ KALYAN SANSHTHAN</u>	MR NAVIN GUPTA	Paramount Samaj Kalyan Sanshthan, B10, 3rd floor, L.M. Complex, Tower, Free Ganj	0734-4040043
13.	<u>KASHISH SAMAJ KALYAN SAMEETI</u>	alok nagar	38- Vidya Nagar, Sanver Road Ujjain. 456001	0734-4077951
14.	<u>JAIN NAVKAR LOK SHIKSHA SAMITI</u>	SUNIL SAKLECHA	19/2, HOSPITAL ROAD NEAR DIGAMBER JAIN MANDIR	07366-241283
15.	<u>WINNER VICTORY SPORTS AND WELFARE ASSOCIATION</u>	Arvind Singh Bhadoriya	6-Aakancha Parisar, Nanakheda, Ujjain (MP) PIN – 456010	0734-4218168
16.	<u>MADHYA PRADESH VIKLANG SAHAYTA SAMITI</u>	FR THOMAS C T	Manovikas, Sector-9, Jawahar Nagar, Ujjain, M.P. 456 010	0734-2511031

17.	<u>VASUDEV SAMAJIK UTHAN SAMITI</u>	VISHAL RAJORIYA	VASUDEV SAMAJIK UTHAN SAMITI, 27, NIKAS CHOURAHA, UJJAIN	0734-4070106
18.	<u>ATHAK PRAYAS TECHNICAL EDUCATIONAL AND TRAINING SOCIETY</u>	arpit gupta	3/2 , Ganesh Vatika , Ankpat Marg , Ujjain (M.P.) pincode – 456001	0734-2574227
19	<u>MEGHDOOT JAN KALYAN SAMITI</u>	J N Laddha	14, Meghdoot Parisar Near Metro Cinema Ujjain 456006	0734-2556481
20	<u>JANABHUDA Y SAMAJIK SANSTHA</u>	Ritesh Shrotriya	Janabhuday Samajik Sanstha L.I.G.-59,Muni nagar,Ujjain,M.P. pincode-456010	0734-2527476

### **C 1.5.3 Addressing climate induced anthropogenic issues**

Total Annual Rainfall of last year is 101.5 cm. Average rainfall (last 10 years) is 90.2 cm. Months of excess rainfall is July and August. These are the months when Flood can occur. Climate change can increase the chances of flood in the regions prone to flood because due to climate change the rainfall increases.

Average maximum temperature in district is 42 degree celcius and Month of water scarcity is May. In this month flood can occur. Climate change can increase the chances of drought in the drought prone regions because due to climate change because climate change increases the maximum temperature during summer season.

## **C 2 Standard Operating Procedures (and Checklists)**

### **C 2.1 SOPs for all concerned Line Departments**

Table C 2.1 (a)

Revenue Department

### **Non Disaster Time**

- A map of disaster prone areas in the district, history of the district, geographical conditions occupational details, settlements, rain, irrigation and industries etc.
- Safe alternative routes to utilize during disaster in the disaster prone areas.
- Key officers of all the departments, staff, vehicles and buildings.
- Details of control room arrangement.
- Details of geographical groups and assignment of Zonal Officer.
- Details of food grain storage places in the district and the Fair Price Shops.
- Details of vehicles, boats and equipments available in the district for rescue operation.
- Setting up of communication to communicate the messages from village to village.
- Details of operating systems for District Disaster Management Committee.
- List of NGOs and self help groups and their addresses and phone numbers in the district in the prescribed annexure
- Orientation Training to various District level officers and departments for effective functioning of control room, co-ordinations and operations.
- Special appointments of persons in charge of control room.
- Hazard analysis, seasons, and possibilities of disasters and review of disaster history.
- Review of disaster prone areas, risks, response plan, resource and utility of resources and equipments.
- Strategy for disaster management
- To update the DDMP.
- To check the condition of safe shelter during his visits in the district places and if necessary gets it repaired by co-coordinating with the local authorities, available financial resources and voluntary organizations.
- Repairing of roads and ways leading to safe shelters by co-ordinating with various development plans/schemes.
- Evacuation plan as a part of DDMP.
- To undertake development projects like rural housing, scarcity of relief works, disposal of rainwater and water conservation and water harvesting.
- To co-ordinate scheme for poverty eradication, self-employment and the schemes of other departments.

### **Warning Time**

- Will review the alarming situation in the meeting of DDMC.
- Assigning the work as to what to be done by which officer in case the disaster hits.
- Will review and have co-ordination task
- Will alert and activate the functionaries' related to early warning and communication looking to the possibilities of disaster and will see that the messages are intimated to the members.
- Distribution of work for operation of round the clock control room.

- Will send the vehicles with mikes and sound system for the areas of top priorities.
- Will instruct all the staff to remain present at their respective places.
- Shifting the people living in low lying areas, seashores, and economically weaker people socially and economically backward families and houseless families to safe places.
  - Will workout the arrangements for search and rescue operation, shifting of people and utilization of human resources as per necessity with the help of DISASTER MANAGEMENT TEAMS and local community through zonal officers.
  - Will arrange for temporary shelter for the people evacuated by giving the warning in advance.
  - Will provide the vehicles to shift the people to the safer place when necessary.
  - Will undertake the operation of forceful evacuation of people if they are not ready to leave even after warning.
  - Will arrange for food, drinking water, medicines at temporary shelters and relief camps with the help of local NGOs, doctors, industrial houses, etc.
  - Will make in advance preparations for relief activities through local NGOs, industrial houses, and donors over and above normal norms of the relief.
  - Will work out the financial estimates for search and rescue and immediate relief.

#### **During Disaster**

- Will undertake the rescue operations to save the trapped people through DISASTER MANAGEMENT TEAMS trained police personnel and swimmers on need base.
  - Will requisite more vehicles for rescue work, shifting the people to temporary/permanent dispensary for treatment through DISASTER MANAGEMENT TEAMS, NCC, Home Guards, Local Police, and Para Military Forces etc.
  - Will arrange for identification of the people, who died, maintain the dead bodies till legal procedure is over.
  - Will segregate the villagers and areas victimized by the disaster and activate the DISASTER MANAGEMENT TEAMS.
  - Will start relief activities including emergency relief distribution and work out the strategy of damage assessment and provide the formats for the same and explain to all the staff members.
  - Will guide the team members about the payments of relief accident to damage as per the rules and policies of the government before the start of duty.
  - Will make arrangements for the transportation and distribution of Govt. relief amount and materials.
  - Will make due arrangements to see that there should be no haphazard distribution of relief material so that needy people are not deprived of it.
  - Will arrange for drinking water and essential things at community kitchen / relief camps as per the necessity.
  - Will work out the primary estimates of the damage.

<b>After Disaster</b>
<ul style="list-style-type: none"> <li>• To sanction rehabilitation fund to the people affected.</li> <li>• The distribution of fund</li> </ul>

**Table C 2.1 (b)**

Home Department

<b>Non Disaster Time</b>
<ul style="list-style-type: none"> <li>• To make plan at hazard prone place for time of hazard so that effect can be reduced.</li> </ul>
<b>Warning Time</b>
<ul style="list-style-type: none"> <li>• To warn people and other department to get ready to face disaster</li> </ul>
<b>During Disaster</b>
<ul style="list-style-type: none"> <li>▪ To instruct health and police department to reach the place(where disaster occurred).</li> <li>▪ To give information to other district</li> <li>▪ To inform state and national authorities</li> </ul>
<b>After Disaster</b>
<ul style="list-style-type: none"> <li>○ To arrange rehabilitation for people.</li> </ul>

**Table C 2.1 (c)**

Irrigation Dept,

<b>Non Disaster Time</b>
<ul style="list-style-type: none"> <li>• Contact address and phone numbers of all the staff / officers, vehicles and swimmers of the District.</li> <li>• Details of irrigation related factors in the district such as rivers, pools canals, large and medium dams, etc.</li> <li>• Control room arrangements and appointment of Nodal Officer.</li> </ul>

<ul style="list-style-type: none"> <li>• Details of damage prone areas.</li> <li>• Location of water level gauge station for flood situation.</li> <li>• To disseminate information /warning to the damage prone areas in case of flood situation.</li> <li>• Details of immediate action to be taken in case of leakage in large water storage reservoirs.</li> <li>• Supervision over major storage / reservoirs.</li> <li>• Very clear explanation of disaster and priorities during disasters to all the staff.</li> <li>• Effective working of control room at every major dam.</li> <li>• Enough and ultra modern equipments for communication.</li> <li>• Periodical checking of Dam /Waste veer, canal –tunnel, roads leading to Dams etc. for maintenance during normal time.</li> </ul>
<p><b>Warning Time</b></p>
<ul style="list-style-type: none"> <li>• Ensure that communication equipments like telephone, mobile phone, wireless set and siren etc. are in working conditions.</li> <li>• Keep the technical and non-technical staff under control, ready and alert.</li> <li>• Get status report of ponds, dam, canal and small dams through technical persons.</li> <li>• Will take decision to release the water in consultation with the competent authority and immediately warn the people living in low lying areas in case of increasing flow of water or overflow.</li> <li>• Keep the alternative arrangements ready in case of damage to the structure of dam / check dam to leakage or overflow in the reservoirs.</li> <li>• Make due arrangements to disseminate the information about the increasing and decreasing water level whatever it may be to the community, media etc.</li> <li>• A senior office will remain and work accordingly at large storage reservoirs.</li> <li>• Will arrange to provide the dewatering pumps, generators, trucks and bulldozers, excavator, boats for search and rescue operations wherever required.</li> </ul>
<p><b>During Disaster</b></p>
<ul style="list-style-type: none"> <li>• Will obtain the clear picture of the condition of all the reservoirs through teams of technical officers.</li> <li>• Ensure about no overflow or no leakage.</li> <li>• If overflow or leakage is found, start immediate action to avoid adverse effect to the reservoir as per the action plan.</li> <li>• If there is no possibility and risk, keep the people and media informed about “everything is safe”.</li> <li>• If overflow or any leakage is found, he will immediately warn the people living in the low lying areas.</li> <li>• Will assist the local administration to use boats, dewatering pumps, etc. search and rescue operations.</li> </ul>
<p><b>After Disaster</b></p>
<ul style="list-style-type: none"> <li>• Will take due care for the transportation of drinking water if drinking water is provided through irrigation scheme</li> </ul>

**Table C 2.1 (d)**

Electricity Dept

Warning Time
<ul style="list-style-type: none"> <li>To discontinue the electricity supply so that more dangerous effects of hazard can be resisted</li> </ul>
After Disaster
<ul style="list-style-type: none"> <li>To reconstruct the electricity line in process of rehabilitation in case it had been destroyed.</li> </ul>

**Table C 2.1(e)**

Transport

<b>Non Disaster Time</b>
<ul style="list-style-type: none"> <li>Details of the staff with contact numbers, details of bus drivers, conductors, mechanical and supervisory staff.</li> <li>Details of location of buses in all the areas of the district available round the clock.</li> <li>Details of fuel arrangements for buses for emergency work.</li> <li>Do's and Don'ts to be observed strictly during emergencies and details of priorities should be given to the staff.</li> <li>Arrangement for additional buses for evacuation of people from the affected areas.</li> <li>Details of buildings, vehicles and equipments under his control and list of contractors with vehicles and equipments used by them.</li> <li>Details of important telephone numbers of water supply schemes, control room hospitals, drainage system, railway stations, bus depots, strategically important places, ports, Army camps and other sensitive places, light houses, major industrial units, and other communication channels which can be used during emergency/calamity.</li> <li>Action plan regarding repairs/alternative arrangement in case of disruption of transport services.</li> <li>Alternative routes for the transportation and road network.</li> <li>To inspect the damage prone State Transport Depots, pick up stand, control points, garages etc; at the frequency of every three months.</li> <li>To plan out for restoration of goods transportation in case of damages observed, to the buses &amp; parcel van.</li> <li>To prepare an action plan to procure temporary buses, the technical personnel from the near by district which are not affected.</li> <li>To maintain the equipments available such as cranes, diesel generator, earth over machines, de-dusting pumps, cutters, tree cutters, ladders, ropes, flood lights,</li> </ul>



shovels, axes, hammers, RCC cutters, etc. which can be used during emergency and will ensure that those are in the working conditions.

- To take due care to see that the transportation at shelters and emergency hospital is not disrupted during calamities.
- To 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.

**Warning Time**

- To set up a temporary special control room and information center at the main bus station.
- To immediately contact the district control room and will assist in the work.
- To ensure that the staff at the headquarter is on duty.
- To assign the work to be done by the subordinate officers and staff regarding transportation under DDMP and to send them to their sites.
- To receive instructions from the district public relation officer and will do the needful.
- To ensure for not allowing passenger buses to move out of the State Transport Depots during final warnings of flood etc; to take safety measures for passengers who cannot return back to their home.
- To ensure the availability of resources included in the DDMP and will make due arrangements to get those during emergency.
- To consult the Public relation Officer to close the transportation in the damage prone areas for the safety of the people and the property.
- To make groups having vehicles for emergency work and will assign the areas to them.
- To set up a temporary control room for the dissemination of information for emergency work and will appoint a nodal officer.
- To make available the sufficient number of S.T. buses to the state administration for the evacuation of the people to safe places from the disaster prone areas.
- To assist the administration to send the messages of warning to the remote areas through the drivers/conductors on transport routes.

**During Disaster**

- To follow the instructions of District Public relation Officer.
- To carry out the duty assigned for search and rescue work
- To engage the resources and manpower available to manage the disaster.
- To review the matter regarding closing of movement of buses for safety reason and see that those are restarted very soon.
- To send DISASTER MANAGEMENT TEAMS with necessary equipments if the transportation is disrupted.
- To contact the District Control Room if additional equipments, vehicles, manpower, technical personnel, which are required to restore the transportation related activities.
- To prepare a primary survey report on damage in the area and will send it to the district control room and also to the administrative head within 6 hours.
- To make temporary arrangement of transportation for control rooms, hospitals, shelters, bus depots etc.

- To immediately undertake repairs needed at the bus stations.

**After Disaster**

- Transportation of infrastructure repair
- To collect the details of roads, damaged and will get them repaired in co-ordination with competent authority and will restore the bus services.

**Table C 2.1(f)**

Health Department

**Non Disaster Time**

- A separate plan for disaster management regarding health.
- Arrangements for exchange of information in the control room.
- Appointment of nodal officer.
- Advance arrangements for life saving medicines, insecticides and vaccines.
- Maintenance of vehicles such as ambulance, jeep and other equipments such as generators etc.
- Distribution of work by forming groups of staff during emergency.
- List of private practicing doctors / medical facilities.
- Arrangement for survey of disaster.
- Mobile dispensary units.
- Information regarding proper places for on the spot medical services in various village during disaster.
- Dissemination of information among the people regarding the death, injury.
- Primary information of disaster related relief activities to all the staff members.
- Training to PHC / Community Health Centre staff to prevent spreading of diseases among the people, animals, and advance planning for the same.
- Blood group wise list of blood donors with contact telephone numbers and addresses.
- Training of DISASTER MANAGEMENT TEAMS regarding first aid.
- To prepare an action plan for the availability of equipments to be useful at the time of disaster management for medical treatment.
- Co-ordination with various government agencies – schemes to meet the necessity of equipments in emergency.
- To see that all vehicles like ambulance, jeep and equipments like generators and equipments essential for health care are in working condition.

**Warning Time**

- Will ensure the availability of important medicines, life saving medicines,

<p>insecticides and if necessary contact for additional supply.</p> <ul style="list-style-type: none"> <li>• Round the clock control room at the district level.</li> <li>• Will send the health staff for duty in their areas as per the plan of disaster management.</li> <li>• Activate the mobile health units for the post disaster situation.</li> <li>• Will organize in advance to mobilize the local doctors and local voluntary agency for emergency work.</li> <li>• Will contact the blood donors for blood donation, on the basis of lists prepared.</li> </ul>
<p><b>During Disaster</b></p>
<ul style="list-style-type: none"> <li>• Provide first aid to the injured and shifting of seriously injured people to the nearby hospital.</li> <li>• Send sufficient stock of medicines to the affected areas immediately.</li> <li>• Will make arrangements for the available additional health staff in the affected areas deputed by the state authority.</li> <li>• Will ensure the purity of drinking water by testing the sources of water.</li> <li>• Will depute the mobile units for first aid.</li> <li>• Distribution of chlorine tablets and other necessary medicines from house to house.</li> <li>• Will shift the seriously injured people to the hospital.</li> <li>• Will immediately start the procedure for post mortem of the dead persons as per the rules.</li> </ul>
<p><b>After Disaster</b></p>
<ul style="list-style-type: none"> <li>• Will organize to get the insecticides to prevent spreading of diseases.</li> </ul>

**Table C 2.1 (g)**

Agriculture Dept

<p><b>Non Disaster Time</b></p>
<ul style="list-style-type: none"> <li>• All the details of his subordinate staff with addresses and phone numbers and resources of irrigation for agriculture in all the villages.</li> <li>• Details of buildings, vehicles and equipments under his control and list of contractors with vehicles and equipments used by them.</li> <li>• Maps showing details of agricultural resource laboratory, seed center, agriculture training school with statistical data.</li> <li>• Details regarding agricultural production, extension, seed growth centers, agriculture university campus, training centers etc;</li> <li>• Action plan regarding the repair/alternative arrangement in case of agricultural production related facilities are disrupted.</li> <li>• Will prepare the action plans to avail the technical, semi technical and</li> </ul>

administrative employees along with vehicles from near by district and block offices.

- Will inspect the sub-ordinate offices, other centers and sub-centers under his control, which are damage prone.
- Will prepare a sub-plan for timely and speedy availability of machines and equipments to restoration of the economic activities in case of loss of properties as well as crops.
- Will maintain the departmental equipments such as diesel generators, dumpers, generator, cutters, tree cutters, ladders, ropes, flood lights, shovels, axes, hammers, RCC cutters, cable wires, fire equipments, de-dusting equipments etc; which can be used during emergency and ensure every 3 months those are in working condition.
- Will prepare a list of public properties related to agriculture in the damage prone areas and will in advance make arrangements to lessen the damage.
- Will take due care to see that the emergency services at hospital, shelters, with special reference to agriculture are not disrupted.

**Warning Time**

- Will immediately contact the District Control Room and will assist in the work assigned to him as a part of his duty.
- Will ensure that the staff under this control is on duty at the headquarters.
- Will assign the work to his subordinate officers and staff the work to be done regarding agriculture under DDMP and will send them to their sites.
- Will receive instruction from the district public relation officer and will take necessary action.
- Will ensure the availability of resources included in the DDMP and will make due arrangement to get those during emergency.
- Will make groups having vehicles for emergency work and will assign the areas to them.
- Will set up a temporary Control Room for the dissemination of information for emergency work and will appoint a nodal officer.

**During Disaster**

- Will carry out the duty assigned to him for search and rescue work.
- Will deploy the resources and manpower available to manage the disaster.
- Will review the matters regarding discontinuation of movement for safety measures and will see that it is restarted very soon.
- Will send DISASTER MANAGEMENT TEAMS with necessary equipments in case the crop is washed away, and if there is water logging in a very large amount.
- Will act in such a way that the human life is restored again speedily and timely in the priority areas.
- Will contact the circle office or central control room if machines equipments, vehicles, man power, technical personnel are required to restore the agricultural activities.
- Will make arrangement to avail the external helps to manage to disaster.

<b>After Disaster</b>
<ul style="list-style-type: none"> <li>• Will collect the details of loss of crops to send it to the district administration.</li> <li>• Should have the details of village wise various crops in the district.</li> <li>• Will prepare a primary survey report of crop damage in the area and will send the same to district control room and also to the administrative head</li> <li>• Will immediately put the action plan in real action during the emergency.</li> </ul>

**Table C 2.1(h)**  
Police

<b>Non Disaster Time</b>
<ul style="list-style-type: none"> <li>• Details of contacts of all the staff members under the district.</li> <li>• Maps and statistical data of district areas.</li> <li>• Resources and human resources useful at the time of disaster.</li> <li>• Details of police staff and retired officers/staff of the police and the control room.</li> <li>• Details of functions of staff of the district control room.</li> <li>• Appointment of the nodal officer in the control room.</li> <li>• Traffic arrangements towards the disaster affected areas.</li> <li>• Details of anti social elements.</li> <li>• Security arrangements at relief camps and food storages.</li> <li>• Security for the transportation of the relief material.</li> <li>• Immediate police procedures for human death.</li> <li>• To assist the authorities for the evacuation of people from disaster affected areas.</li> <li>• Adequate equipments for communication.</li> <li>• List of swimmers.</li> <li>• Wireless stations in the district and communication network. <ul style="list-style-type: none"> <li>○ To update the related details of Disaster Management Plan</li> </ul> </li> </ul>
<b>Warning Time</b>
<ul style="list-style-type: none"> <li>• Will contact the district collector.</li> <li>• Make advance preparation to implement the action plan for search and rescue.</li> <li>• Will prepare a plan for police personnel for search and rescue.</li> <li>• Will arrange to communicate the messages through all the equipments of communication and vehicles as per the necessity. <ul style="list-style-type: none"> <li>• Will requisite vehicles after obtaining the orders for the same from the district authorities.</li> </ul> </li> </ul>
<b>During Disaster</b>
<ul style="list-style-type: none"> <li>• Crowd Control</li> <li>• They can offer transportation, emergency medical care, and be a bridge between citizens and rescue personnel.</li> </ul>

<ul style="list-style-type: none"> <li>• Directing Traffic</li> <li>• The police can set up search teams</li> <li>• They can set up command centers where the victims and family can be reunited.</li> <li>• They can also work with emergency personnel to list the various medical facilities used for treating sick or injured people.</li> <li>• Will make due arrangements for post mortem of dead persons, and legal procedure for speedy disposal.</li> <li>• Will co-ordinate the search and rescue operation through NCC/NGO.</li> </ul>
<b>After Disaster</b>
<ul style="list-style-type: none"> <li>• Will arrange law and order against theft in the disaster affected area.</li> <li>• Will arrange for security at the relief camps/relief materials storages.</li> <li>• Will see the law and order is maintained at the time of distribution of relief material.</li> <li>• Will assist the authorities for evacuation of people to the safer places.</li> </ul>

**Table C2.1 (i)**

Department of Industrial Health and safety

<b>Non Disaster Time</b>
<ul style="list-style-type: none"> <li>• Follow the norms of safety measures.</li> <li>• disposal and treatment of solid and hazardous waste generated by industries</li> <li>• assessing and meeting the needs of corporates to have their assets and infrastructure analyzed from the point of view of retrofitting of existing structures and ensuring safety of upcoming industrial assets and establishments against the vagaries of nature</li> </ul>
<b>After Disaster</b>
<ul style="list-style-type: none"> <li>• In recovery and rehabilitation, economic support has been provided</li> </ul>

**Table C2.1 (j)**

Public Works Dept,

<b>Non Disaster Time</b>
<ul style="list-style-type: none"> <li>• Details of the staff members with their contact addresses and telephone numbers.</li> <li>• Details of buildings, vehicles and equipment as well as the names of contractors</li> </ul>

<p>and the vehicles &amp; equipment used by them.</p> <ul style="list-style-type: none"> <li>• Maps of the areas in the district with the statistical data related to available resources.</li> <li>• The position of approach roads and other road of all the villages including bridges, railway crossing etc.</li> <li>• To strictly observe the rules during the constructions regarding earthquake and cyclone proof materials.</li> <li>• The PWD will inspect periodically the buildings, residences, high rise buildings under their control.</li> <li>• Damage prone road bridges and arrangement for their inspections</li> <li>• Action plan for emergency repairs.</li> <li>• Will appoint an officer of the rank of Assistant Engineer to coordinate during emergency at the District Control Room.</li> <li>• Will maintain the departmental equipments such as bulldozers, tractors, water tankers, dumpers, earthmovers excavator, de-watering pumps, generators, cutters, tree cutters, ladders, ropes, flood lights, shovels, axes, hammers, RCC cutters etc; which can be used during emergency and will quarterly check up these to ensure in working condition.</li> </ul>
<p><b>Warning Time</b></p>
<ul style="list-style-type: none"> <li>• Will immediately contact the District Control Room for assistance.</li> <li>• Will ensure that all the staff members remain on duty at the headquarters.</li> <li>• Will send the officers and the staff assigning them specific duties for the DDMP</li> <li>• Undertake all the action for the disaster management required to be done by the PWD after receiving instructions from district public relation officer.</li> </ul>
<p><b>During Disaster</b></p>
<ul style="list-style-type: none"> <li>• Will remain active for search and rescue activities</li> <li>• Will provide all the available resources and manpower for disaster management.</li> <li>• Will mobilize the service of technical personnel for the damage survey work to help the district administration             <ul style="list-style-type: none"> <li>• Will prepare a primary report of damage in the affected area within 12 hrs / 24 hrs looking to the emerging situation</li> </ul> </li> </ul>
<p><b>After Disaster</b></p>
<ul style="list-style-type: none"> <li>• Will make arrangements for electricity, water in the temporary shelters. Will also inspect the approach roads leading to the temporary shelter and repair the same if so required.</li> </ul>

**Table C2.1 (k)**

Telecommunication Department,

**Non Disaster Time**

- Details of the staff members with their contact addresses and telephone numbers.
- Details of buildings, vehicles and equipments including the contractors and the vehicles and equipments used by them.
- Maps showing the details of telephone exchanges, important telephone lines, hot lines, telex lines, microwave towers with statistical data.
- Details of telephone numbers of water supplies, Control Room, hospitals, drainage system, railway stations, bus depots, strategically important places, ports, Army, Air force, Navy camps, Jail, Police Station and other sensitive places, light houses, major industrial units, and other communication channels which can be used during emergency.
- Action plan for repairs/alternative arrangement in case of disruption of telephone line and microwave towers.
- Inspect the telephone exchanges/sub-exchanges in the damage prone area at every 3 months.
- To appoint an officer not below the rank of telephone inspector to coordinate the district control room during emergency.
- To maintain the equipments such as diesel generators, dumpers, generator, cutters, tree cutters, ladder & ropes, flood lights, shovels, axes, hammers, RCC cutters, cable wires, fire equipments, etc; which can be used during emergency and ensure every month that these are in working condition.
- To ensure that the telephone lines at the shelters, emergency hospitals, police stations, control room and other places of emergency services, which can be used during disaster, are not disrupted.
- To prepare a list of public properties related to the telephone department which are in damage prone areas and will make arrangements to lessen the damage.

**Warning Time**

- To contact the District Control Room and assist in the work.
- To ensure that the staff are on duty at the headquarters.
- To assign work to the subordinate officers as per the DDMP and send them to the sites.
- To receive the instructions from the District Public relation Officer and to do the needful.
- To ensure availability of resources included in the DDMP and establish contacts for the same during emergency.
- To setup a temporary control room for the exchange of information for emergency work and will appoint a nodal officer.

**During Disaster**

- To perform the duties assigned for search and rescue work.



<ul style="list-style-type: none"> <li>• To deploy the resources and manpower available to manage the disaster.</li> <li>• To review the situation regarding disconnected telephone lines due to safety measures and reestablish the communication network as soon as possible.             <ul style="list-style-type: none"> <li>• To send the Disaster Management Teams with the necessary equipments for restoration of the telephone lines speedily where the lines are disrupted and to such places, which are strategically important.</li> <li>• To make arrangements to obtain external help to manage the disaster.</li> <li>• To prepare a primary survey report of damage and to send the same to the District Control Room and also to the administrative head within 6 hours.</li> <li>• To arrange for temporary hotline services or temporary telephone connections at the District Control Room, hospitals, shelters, ports, jails, police station, bus depots, etc.</li> <li>• To immediately undertake the emergency repairing work.</li> <li>• To make an action plan to avail immediately and timely, telephone poles, D.Ps, transformer to the established the communication system.</li> </ul> </li> </ul>
<b>After Disaster</b>
<ul style="list-style-type: none"> <li>• To prepare an action plan to avail temporarily, technical personnel from the near by district, staff and vehicles from the district office which are not affected in consultation with the district authority.</li> </ul>

**Table C 2.1 (l)**  
Fire Services

Non Disaster Time
<ul style="list-style-type: none"> <li>▪ Proper equipment</li> <li>▪ Sufficient amount</li> </ul>
During Disaster
<ul style="list-style-type: none"> <li>• Fire service is used at time of fires</li> </ul>

**Table C 2.1 (m)**  
Food & Civil Supplies Dept.

After Disaster
<ul style="list-style-type: none"> <li>• Supply of food for the people affected by the disasters</li> <li>• To arrange stay for people of area and for people working for relief.</li> </ul>

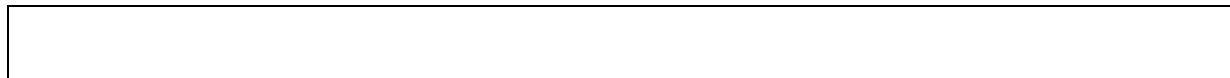


Table C 2.1(n)

Rural Water Supply & Sanitation Dept

<b>Non Disaster Time</b>
<ul style="list-style-type: none"> <li>• Setting up of control room and arrangement for the control room operator.</li> <li>• Assign the responsibility as nodal officer to the Executive Engineer or any other officer.</li> <li>• Prepare an alternative contingency plan to provide drinking water in case of failure of regular water distribution system during disaster.</li> <li>• Detailed information of available water resources throughout villages of the district.</li> <li>• Arrangement of Govt. or private tankers to provide water temporary and immediately.</li> <li>• Preventive measures for water borne diseases and chlorination of water.</li> <li>• Availability of safe drinking water in the affected areas.                         <ul style="list-style-type: none"> <li>○ Inform the staff about the disaster.</li> </ul> </li> </ul>
<b>Warning Time</b>
<ul style="list-style-type: none"> <li>• Organize the teams to check the sources of water / drinking water.</li> <li>• Standby arrangements of tankers for drinking water through tankers or any other available source.</li> <li>• Will make available chlorine tablets in sufficient quantity and arrange to distribute through DISASTER MANAGEMENT TEAMS.</li> </ul>
<b>During Disaster</b>
<ul style="list-style-type: none"> <li>• Implement the alternative contingency plan to provide drinking water in case of failure of regular water distribution systems during disaster</li> </ul>
<b>After Disaster</b>
<ul style="list-style-type: none"> <li>• Will start work for immediate repairing of water pipes in case of damage.</li> <li>• Will arrange to check the water tanks, overhead tanks, and pumps, reservoirs and other water resources.</li> <li>• Will contact the electricity authorities to re-establish the electric supply in case of failure.</li> <li>• Will provide chlorinated water either by activating group water supply schemes individual schemes or through tankers.</li> <li>• Will provide drinking water to the relief camps / relief kitchens, shelters etc. through available resources.</li> </ul>

**C 2.2**

**Checklists for key entities**

### **Checklist for the District Collector**

- Preparation of the DDMA 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(District Control room).
  - Collector will be assisted by EOC(Emergency operation centre).
  - EOC will be headed by a Site Manager.
  - The Emergency 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.

### **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.

### **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 damageproof.
    - 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.

#### **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.

#### **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.

#### **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.

#### **Checklist for PWD**

- 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.
- 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.

#### **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.

#### **Checklist for Veterinary(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 centers 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.

### **Checklist for Municipal Corporation:**

- Formulation of a municipal disaster management plan (DMP)
- Coordination for DMP implementation
- Review, guide and ensure incorporation of DMP considerations into development plans
- Continuous monitoring of hazards, risks and vulnerabilities within the area
- Education, training and public awareness Programs
- Establishment and operation of Municipality Emergency Operation Centers (EOC)
- Undertaking of appropriate preparedness measures e.g. Early warning systems, evacuation sites, prepositioning of response and relief supplies, emergency communication etc.
- Formulation of municipal emergency response plan as a part of the DMP, conduct regular drills to test the plan,
- Full implementation of National Building Code
- Preparation of guidelines for adapting the bylaws to the municipal conditions,
- Training to engineers, architects, technicians, masons, contractors and instructors for promoting disaster-resistant construction practices and initiate training and capacity building programs for ensuring compliance.
- Implementation of the system of financial incentives, including establishment of insurance and financial support, rebates, tax exemption/rebate etc for encouraging earthquake-resistant construction and seismic retrofitting of private houses,
- Increased involvement of community groups in disaster risk reduction and response by providing them necessary financial and technical assistance for implementing community level initiatives,
- Examine construction in the area and if hazard safety standards have not been followed, direct the relevant entities to secure compliance of such standards,
  - Creation of expert working groups and advisory committees as necessary, or commission specific study on aspects of DRM.
  - Maintain sufficient greenery and open space.
  - Appropriate management of emergency shelters.

### **C 2.3 SOPs for Teams**

Information Management Team:

- To warn people about the disaster if pre-warning is available(Preparedness).
- To give regular information to people about disaster(preparedness and response).
- To inform other districts around, state authority and national authority(response).
- To make communication, for medical and other facilities needed(response)

Search and Rescue Team:

- To search people affected by hazard and to provide them medical facilities(response)

Emergency Health Management Team:

- To provide emergency medical facility to people(response)
- To arrange ambulances(response)
- To make whole medical arrangement(response)

Relief (food, feed, fodder and civil supplies) Team

- To provide food to people affected by disaster and to all the teams working in the area(response)
- To arrange temporary Camps(response and relief)

Transportation Management Team

- To supply food and all other equipments and things needed(response and relief)

Infrastructure Management Team

- To help in reconstruction(rehabilitation)

### **C 3 Financial Provisions for Disaster Management**

#### **By Ministries & Departments of Government of India & State Government:**

As per the section (49) of the Disaster Management Act, 2005, the every ministry or department of government of India and the state government shall make provisions in their annual budget for carrying out the activities & programs set out in their disaster management plans.

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

#### 48-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;

#### 50 – 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**

#### **C 4.1.1 Non Governmental Organizations and Community Based Organisations:**

Role of NGO and CBO in preparedness stage:

- Awareness generation
- education training
- formation of village level Task Force
- Development of Disaster Management Committees and Teams
- development of Disaster Management Plans
- conduct of mock drills
- vulnerability assessment
- coordination with Government and non government agencies

Role of NGO and CBO in response stage:

- Search and rescue
- Medical Aid (Treatment and Transfer)
- Disposal of Dead
- Temporary Shelters

Role of NGO and CBO in relief stage

- Help in building houses(Refer annexure C 8.2.2 FOR details of ngo)

#### **C 4.1.3 Religious Institutions:**

The list of religious institutions is given here which can be use as a place of shelter at time of disaster in district. These religious institutions have 20 priest and 350 religious women working.

1. Missionary Congregation of the Daughters of St Thomas the Apostle (DST)
2. Franciscan Clarist Congregation (FCC)
3. Sisters of the Adoration of the Blessed Sacrament (SABS)
4. Sisters of St. Joseph's Congregation (S.J.C)
5. Snehagiri Missionary Sisters (SMS)



6. Sacred Heart Congregation (SH)
7. Missionaries of Charity (MC)
8. Sisters of St. Martha's Congregation (SMC)
9. Disciple Sisters of Christ (DSC)
10. Daughters of St. Joseph (DSJ)
11. Congregation of Sisters of St Agatha (SSA)
12. Franciscan Sisters of St. Mary of the Angels (FSMA)
13. Congregation of the Mother of Carmel (CMC)
14. Missionary Society of St. Thomas the Apostle (MST)

**Contact to these institutions can be made by information given below:**

**Bishop's House**  
**Maria Nagar, P.B. No. 234, Ujjain – 456 010, M.P., India**  
**Tel : 0734 – 2515970, Fax : 0734 - 2513201**  
**E-mail: [svadakel@gmail.com](mailto:svadakel@gmail.com)**  
**Chancellor**

**Fr Thomas Thachilatt, Mob: 09425379845**  
**Public Relations and Communication Office**

**Fr Joby Maprakavil MST**

**E'mail: [proujjain@gmail.com](mailto:proujjain@gmail.com)**

**Mob: 09425332362, 09981381010**

**C 4.1.4 Academic Institutions:**

**Disaster Management Institute (Bhopal, M.P) IS A INSTITUTE WHOSE PRESIDENT IS CHIEF MINISTER AND CHAIRPERSON IS PRINCIPAL SECRETARY OF GOVERNMENT OF M.P(HOUSING AND ENVIRONMENT DEPARTMENT).**

**Contact details are as follows:**

**Disaster Management Institute,**

**Prayavaran Parisar, E-5, Arera Colony,**

**PB No. 563 Bhopal-462016, MP (India)**

**Tel:+91-755-2466715, 2461538, 2461348, 293592, Fax: +91-755-2466653,**

**E-mail:dmi@dmibhopal.nic.in**

#### **C 4.1.5 International Humanitarian Organizations:**

**In Ujjain district the Red cross society is there which is an international organization.**

**Address:**

**Redcross society, District hospital**

Agar Road Ujjain,  
0734 2554783

Madhya

Pradesh

456001

**There are names of international relief organization with their websites and their activities are given here. They can also be contacted in case of disaster at large extent**

#### **Action Against Hunger (AAH)**

<http://www.aah-usa.org/>

Develops and runs emergency programs in nutrition, health, water and food security for countries in need. Also provides disaster preparedness programs with the goal of anticipating and preventing humanitarian crises.

#### **CARE**

<http://www.careusa.org/>

CARE is one of the world's largest private international humanitarian organizations, committed to helping families in poor communities improve their lives and achieve lasting victories over poverty. Founded in 1945 to provide relief to survivors of World War II, CARE quickly became a trusted vehicle for the compassion and generosity of millions.

#### **Caritas Internationalis**

<http://www.caritas.org/>

Caritas Internationalis is a confederation of 162 Catholic relief, development and social service organisations working to build a better world, especially for the poor and oppressed, in over 200 countries and territories.

#### **Catholic Relief Services (CRS - USCC)**

<http://www.crs.org/>

Catholic Relief Services was founded in 1943 by the Catholic Bishops of the United States to

assist the poor and disadvantaged outside the country. Working through local offices and an extensive network of partners, CRS operates on 5 continents and in over 90 countries. They aid the poor by first providing direct assistance where needed, then encouraging these people to help with their own development. Together, this fosters secure, productive, just communities that enable people to realize their potential.

### **Doctors Without Borders**

<http://www.dwb.org/>

Doctors Without Borders delivers medical help to populations endangered by war, civil strife, epidemics or natural disasters. Each year over 2,000 volunteer doctors representing 45 nationalities work worldwide in front-line hospitals, refugee camps, disaster sites, towns and villages providing primary health care, performing surgery, vaccinating children, operating emergency nutrition and sanitation programs and training local medical staff.

### **Emergency Nutrition Network (ENN)**

<http://www.ennonline.net/>

Independently funded organization based in Dublin, Ireland UK. Works to improve the effectiveness of emergency food and nutrition interventions by providing a means of information exchange between field staff, humanitarian institutions, academics and researchers.

### **Food For The Hungry International (FHI)**

<http://www.fh.org/>

Food For The Hungry is an international relief and development organization of Christian motivation, committed to working with poor people to overcome hunger and poverty through integrated self-development and relief programs.

### **Hunger Plus, Inc.**

<http://www.hungerplus.org/>

Not-for-profit relief agency that provides food and related supplies for emergency use. Partners with individuals, NGOs, government agencies, church and civic groups. Projects in self sufficiency focus on food preservation, agriculture, water, health, education, housing and technology.

### **Interaction**

<http://www.interaction.org/>

InterAction is a coalition of over 150 US-based non-profit organizations which are usually the first to respond to a crisis. InterAction coordinates and promotes relief aid programs. With more than 160 members operating in every developing country, they work to overcome poverty, exclusion and suffering by advancing social justice and basic dignity for all.

### **International Committee of the Red Cross (ICRC)**

<http://www.icrc.org/eng>

The ICRC, independent of all governments and international organizations, endeavors to promote international humanitarian law and the fundamental human values underlying that law. The ICRC was founded by Geneva citizens in 1863 and has its headquarters in Geneva.

### **International Federation of Red Cross and Red Crescent Societies (IFRC)**

<http://www.ifrc.org/>

The IFRC is one part of the International Red Cross and Red Crescent Movement, which comprises National Red Cross or Red Crescent Societies, the International Federation of Red Cross and Red Crescent Societies (the Federation), and the ICRC. The IFRC is the permanent liaison body of the National Societies and acts as their representative internationally. It organizes and coordinates international disaster response in support of the actions of the affected National Societies, encourages the creation of new National Societies and assists them in developing their structures and programs. The IFRC Secretariat in Geneva is staffed by more than 245 people of some 30 different nationalities.

### **International Organization for Migration (IOM)**

<http://www.iom.int/>

The IOM is committed to the principle that humane and orderly migration benefits migrants and society. As an intergovernmental body, IOM acts with its partners in the international community to: Assist in meeting the operational challenges of migration; Advance understanding of migration issues; Encourage social and economic development through migration; Uphold the human dignity and well-being of migrants.

### **International Rescue Committee (IRC)**

<http://www.theirc.org/>

Founded in 1933, the International Rescue Committee is the voluntary organization involved in resettlement assistance, global emergency relief, rehabilitation, and advocacy for refugees. The IRC delivers lifesaving aid in emergencies, rebuilds shattered communities, cares for wartraumatized children, rehabilitates health care, water and sanitation systems, reunites separated families, restores lost livelihoods, establishes schools, trains teachers, strengthens the capacity of local organizations and supports civil society and good-governance initiatives. For refugees afforded sanctuary in the United States, IRC offices across the country provide a range of assistance aimed at helping new arrivals get settled, adjust and acquire the skills to become self-sufficient. Committed to restoring dignity and self-reliance, the IRC is a global symbol of hope and renewal for those who have taken flight in search of freedom.

### **Lutheran World Federation**

<http://www.lutheranworld.org/>

Specializing in emergency relief linked to disaster preparedness (risk management) and sustainable development.

### **Mennonite Central Committee (MCC)**

<http://www.mennonitecc.ca/>

Relief and development arm of the North American Mennonite and Brethren in Christ churches. MCC sends people, food and material goods to communities recovering from war and natural disasters.

### **Mercy Corps (MC)**

<http://www.mercycorps.org/>

Nonprofit organization providing emergency relief and supporting development programs in agriculture, economic development, health, housing and infrastructure, and strengthening local

organizations.

**Overseas Development Institute (ODI)**

<http://www.odi.org.uk/>

Independent think-tank on international development and humanitarian issues.

**Oxfam**

<http://www.oxfam.org/>

Oxfam is a development and relief agency working to end poverty. Oxfam International is a confederation of 12 organizations working together with over 3,000 partners in more than 100 countries to find lasting solutions to poverty, suffering and injustice.

**Refugees International**

<http://www.refintl.org/>

Refugees International generates lifesaving humanitarian assistance and protection for displaced people around the world and works to end the conditions that create displacement. Refugees International advocates for refugees through diplomacy and the press.

**Relief International**

<http://www.ri.org/>

Founded in 1990, Relief International provides emergency, rehabilitation and development services that empower beneficiaries in the process. RI's programs include health, shelter construction, education, community development, agriculture, food, income-generation, and conflict resolution.

**Save the Children**

<http://www.savethechildren.org/>

Save the Children is the leading independent organization creating real and lasting change for children in need in the United States and around the world. It is a member of the International Save the Children Alliance, comprising 27 national Save the Children organizations working in more than 100 countries to ensure the well-being of children. Save the Children responds to any emergency that puts at great risk the survival, protection, and well-being of significant numbers of children, where addressing the needs and well-being of those children is beyond the indigenous coping capacity, and where Save the Children is able to mobilize the financial and human resources to take urgent action on their behalf.

**The Office of U.S. Foreign Disaster Assistance (OFDA)**

[http://www.usaid.gov/our\\_work/humanitarian\\_assistance/disaster\\_assistance/](http://www.usaid.gov/our_work/humanitarian_assistance/disaster_assistance/)

OFDA is the office within USAID responsible for providing non-food humanitarian assistance in response to international crises and disasters. Responsible for facilitating and coordinating U.S. Government emergency assistance overseas and to provide humanitarian assistance to save lives, alleviate human suffering, and reduce the social and economic impact of natural and man-made disasters worldwide.

**United Nations Children's Fund (UNICEF)**

<http://www.unicef.org/>

While working to ensure the survival, protection and development of children and advocating a

high priority for them in the allocation of resources at all times, UNICEF continues to give relief and rehabilitation assistance in emergencies. The agency was awarded the Nobel Peace Prize in 1965.

#### **United Nations High Commissioner for Refugees (UNHCR)**

<http://www.unhcr.org/cgi-bin/texis/vtx/home>

The UNHCR provides protection and assistance to the world's refugees. Today, the UNHCR is one of the world's principal humanitarian agencies, with headquarters in Geneva, and offices in some 115 countries. More than 80 percent of UNHCR's 5,000-member staff work in the field, often in isolated, dangerous and difficult conditions. The UNHCR has twice been awarded the Nobel Peace Prize for its work.

#### **United Nations Office for the Coordination of Humanitarian Affairs (OCHA)**

<http://ochaonline.un.org/>

OCHA is mandated to mobilize and coordinate the collective efforts of the international community, in particular those of the UN system, to meet in a coherent and timely manner the needs of those exposed to human suffering and material destruction in disasters and emergencies.

#### **US Committee for Refugees (USCR)**

<http://www.refugees.org/>

Provides aid and resources for refugees worldwide..

#### **World Vision International**

<http://www.worldvision.org/>

World Vision is a Christian relief and development organization dedicated to helping children and their communities worldwide reach their full potential by tackling the causes of poverty.

### **C 4.2 Responsibilities of the stakeholders**

The stakeholders play an important role in disaster management and provide a strong band of Committed volunteers. Their strength lies in the service of their manpower, the informality in operation and flexibility in procedures. In order to maintain uniformity in operation and effective co-ordination, their organization can be involved in specific activities. The activities in which stakeholders can be involved during disaster Management operation are.

- Search and rescue operations.
- First aid
- Damage assessment.
- Mobilization and distribution of relief supplies including finances.
- Manpower for community mobilization, crowd control, rumour control, traffic management.
- Management of information centres **at temporary shelter.**
- **Disposal of dead.**

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

The district is bounded by the districts of Shajapur on the northeast and east, Dewas to the southeast, Indore to the south, Dhar to the southwest, and Ratlam to the west and northwest. The district is part of Ujjain Division.

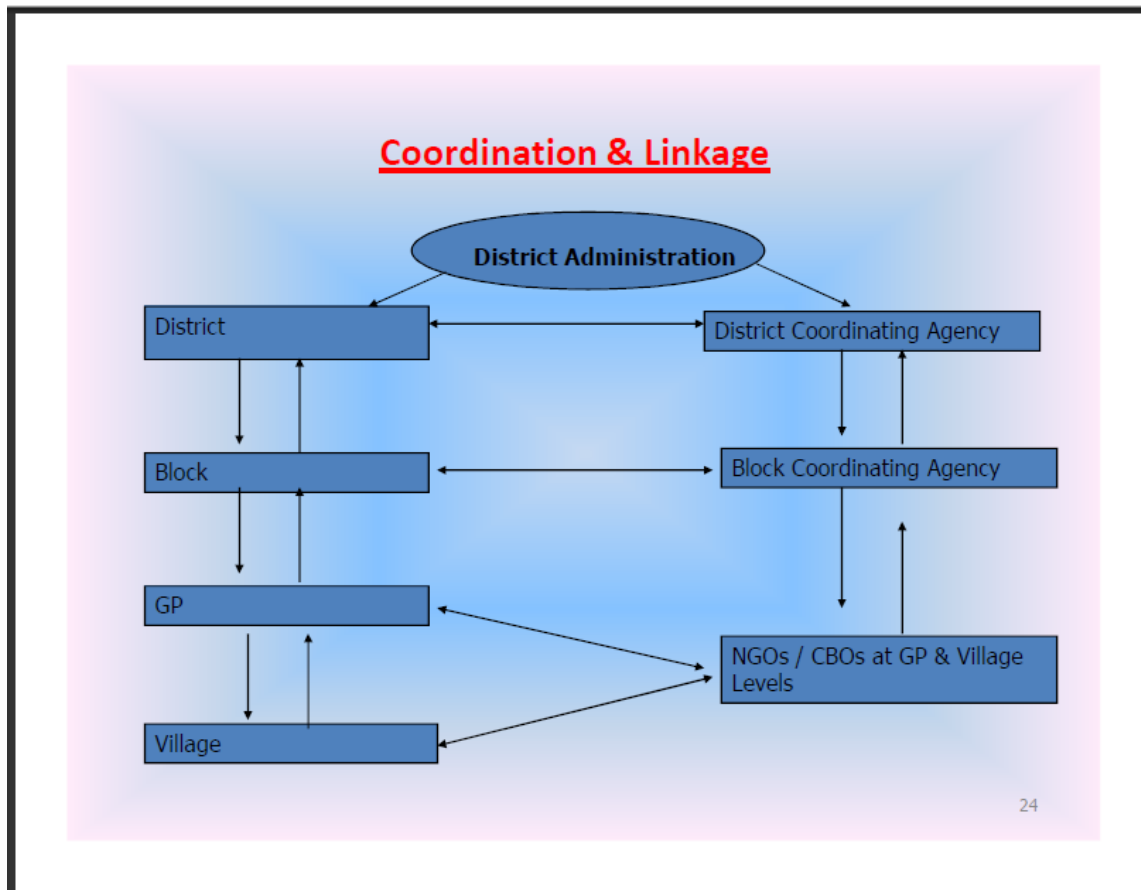
**Inter District Coordination at response phase:**

- At division level, if the communication system of the district has been destroyed due to disaster then information has been sent to the district not affected by the disaster through wireless. The other district authority informs the state and national authority about the disaster.
- The medical facilities are provided by the district not affected by disaster in division
- Manforce from the other districts are provided for search and rescue operation., police force, homeguards.
- Adjacent district are used for temporary shelter
- All the resources needed are be provided by the district not affected by disaster.
- Volunteer and ngos help is also done

**Inter District Coordination at Relief Phase:**

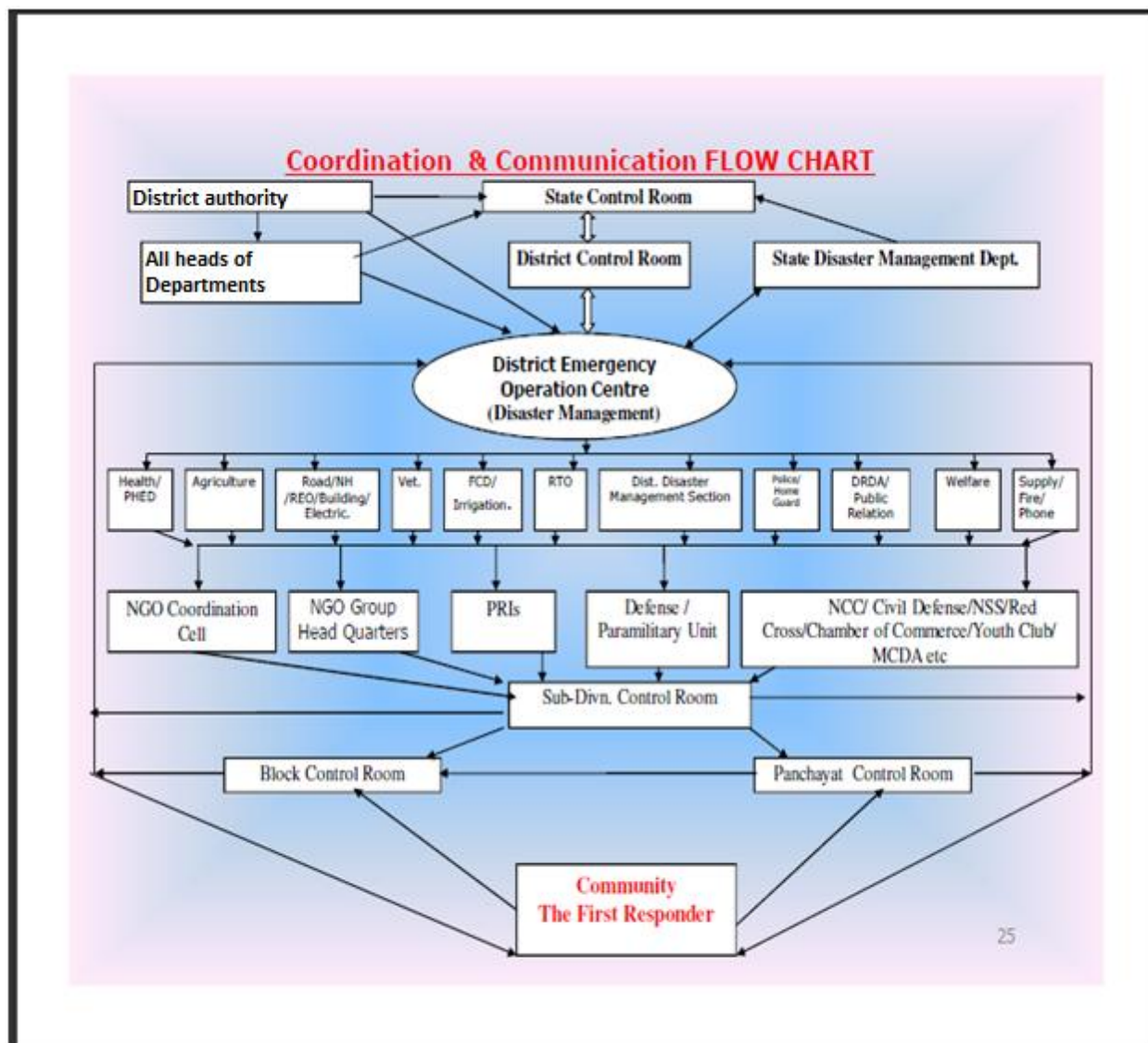
- Help in relief camps like doctors, food and all other resources are provided by other districts
- In rebuilding and restoration processes equipments and machineries are supplied by other districts.

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



This is how interdistrict coordination works. District administration i.e, collector and additional district collector heads the block authority. Each block's authority heads all the gram panchayat and gram panchayat heads the villages it have.





The flow chart shows the coordination mechanism among the district authority, heads of departments, local groups, disaster management authority and all the departments at block level.

### C 7 Dissemination of DM Plan

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

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

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

- Through mass media to the general public.

### **C 7.1 Plan Evaluation**

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

### **C 7.2 Plan Update**

The disaster management plan must be updated after every 1 year under the guidance of district collector. The standard operating procedures of all the line departments must also be updated every year.

## **C 8 Annexure**

### **C 8.1 District profile**

#### Annexure C 8.1.1

#### Subdivisions/Blocks of Ujjain District

S.No	Name	Area(in km sq)
1	Badnagar	1225.29
2	Ghatia	612.55
3	Khachrod	1233.10
4	Mahidpur	1133.56
5	Tarana	1040.03
6	Ujjain	671.28

Annexure C 8.1.2

Tehsils of Ujjain District

S.No	Name	Area(in km sq)
1	Badnagar	1229.50
2	Ghatia	612.55
3	Kharchrod	636.12
4	Mahidpur	1137.30
5	Nagda	650.98
6	Tarana	1041.10
7	Ujjain	782.60

Annexure C 8.1.3

Municipal Corporation /Nagar Nigam

Name	Address
<i>Ujjain Municipal Corporation</i>	Kshtrapati Shivaji Bhavan, Agar Road, Ujjain- 456006, Madhya Pradesh, India. Tel: 0734 – 2550659

Ujjain District

Name	Nagar Palika/Nigam (Municipal Corporation)	Zila Panchayat	Janpad Panchayat	Gram Panchayat
Badnagar	1		1	87
Ghatia	1		1	54
Khachrod	1		1	52
Mahidpur	1		1	110

*District Disaster Management Plan-UJJAIN*

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Nagda	1			53
Tarana	1		1	195
Ujjain	1(Nagar palika Nigam)	1	1	66

Annexure C 8.1. 4

Police stations in Ujjain District and their phone numbers

<b>Police Station</b>	<b>Phone Number</b>
Badnagar Police station	07367-225400
<u>Bhat Pachlana Police Station</u>	07367-263644
<u>Bherawgarh Police Station</u>	0734-2574275
<u>Birlagram Police Station</u>	07366-247054
<u>Chimanganj Mandi Police Station</u>	0734-2551179
<u>Dewas Gate Police Station</u>	0734-2552140
<u>Ghatiya Police Station</u>	07368-265233
<u>Ingoria Police Station</u>	07367-227034
<u>Jharda Police Station</u>	07365-264225
<u>Jiwajiganj Police Station</u>	0734-2574576
<u>Katha Police Station</u>	07369-262135
<u>Khachrod Police Station</u>	07366-231035
<u>Kharakuwa Police Station</u>	0734-2551178
<u>Kotwali Ujjain Police Station</u>	0734-2551173
<u>Madhavnagar Police Station</u>	0734-2527134
<u>Mahakal Police Station</u>	0734-2551174
<u>Mahidpur Police Station</u>	07365-231100
<u>Mahidpur Road Police Station</u>	07365-243534

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<u>Makdon Police Station</u>	07369-261124
<u>Nagda Police Station</u>	07366-246500
<u>Narver Police Station</u>	0734-2500233
<u>Neelganga Police Station</u>	0734-2551172
<u>Raghvi Police Station</u>	07365-262223
<u>Tarana Police Station</u>	07359-235207
<u>Unhel Police Station</u>	07366-240130

Annexure C 8.1.5

Post Offices in Ujjain District

Tehsil	Number of Head Office	Number of Sub Offices	Number of Branch Office
Badnagar	-	2	11
Ghatiya	-	1	14
Khachrod	-	2	13
Mahidpur	-	2	13
Nagda	-	3	8
Tarana	-	1	8
Ujjain	1	22	91

Annexure C 8.1.6

Lakes in Ujjain District

S.No	Name of Lake and Place	Length(in Km)
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1	<u>Kshipra river , lake dhatrawada,ujjain,Ujjain</u>	2.64
2	<u>Gau ghat ujjain , lake chintaman jawasiya,ujjain,ujjain</u>	3.37
3	<u>Shri-ram-ghat-ujjain- , lake gonsa,ghatiya,Ujjain</u>	3.89
4	<u>Tirth purohit pandit sunil trivedi bairagi vaishnav swarnkar samaj ke pandit ka ghat , lake gonsa,ghatiya,Ujjain</u>	3.89
5	<u>Ram ghat , lake gonsa,ghatiya,Ujjain</u>	3.91
6	<u>Nand kishore prajapat bricks factory narsingh ghat , lake gonsa,ghatiya,Ujjain</u>	3.91
7	<u>Shri-narshingh-ghat-ujjain- , lake gonsa,ghatiya,Ujjain</u>	3.94
8	<u>Shri-guru-nanak-ghat-historical-gurudwara- , lake gonsa,ghatiya,Ujjain</u>	4.04
9	<u>Shipra river ujjain , lake chintaman jawasiya,ujjain,ujjain</u>	4.32
10	<u>Bridge on kshipra river , lake dhatrawada,ujjain,Ujjain</u>	4.67
11	<u>Ganga ghat , lake kamed,ghatiya,Ujjain</u>	5.38
12	<u>Mangal nath ghat sweet memories dilip , lake kamed,ghatiya,Ujjain</u>	5.79
13	<u>Gandharva smashan ghat , lake gonsa,ghatiya,Ujjain</u>	6.00
14	<u>Bridge of chambal river , lake sarsana,badnagar,Ujjain</u>	29.7
15	Lake of tarana , lake limboda tarana,tarana,ujjain	31.0

16	<u>Lake of karanj , lake karanj,tarana,Ujjain</u>	34.7
17	<u>Kshipra river , lake mahidpur,mahidpur,ujjain</u>	40.0
18	<u>Madgani dam on chambal river piploda sagoti mata , lake badagaon,khacharod,ujjain</u>	44.6

Annexure C 8.1.7

Dams in Ujjain District

S.No	Name of Dam	Year of Completion	Catchment Area in sq.km	HT of Dam in m	Length of Dam in m	Name of River	City
1	Kazikhedi	1978	31.07	22.78	1419	Local	Ujjain
2	AmiyaBahadurpur	1980	82.65	18.9	1859	Gandhi	Mahidpur
3	Devikheda	1982	34.95	21.33	701	Local	Mahidpur
4	Bhaisakhedi	1979	69.4	17.72	1275	Kalisindh	Ujjain
5	Sahibkhedi	1981	60.52	18.6	3450	Local	Ujjain
6	Bharla	1985	6.47	10.44	1320	Local	Ujjain
7	Koyalkhedi	1980	20.48	13.1	960	Local	Ujjain
8	Nianawad	1987	3.52	12.19	570	Local	Ujjain
9	Antalwasa	1908	39.08	11.89	1560	Local	Ujjain
10	Motidura	1984	4.76	11.8	840	Local	Ujjain
11	Kadodia	1957	5.7	10.06	840	Local	Ujjain
12	Sarwankheda	2001	9.25	12.19	870	Local	Ujjain
13	Bagla	2001	20.72	13.88	990	Local	Ujjain
14	Gambhir (PHE)	1991	1152	32	1230	Gambhir	Ujjain

Annexure C 8.1.8

Government Health Department

District Hospital

Place	Address and Phone Number	No of Medical Officers	Number of Nurses	Number of Compounders	Number of Beds	Number of Ambulance
Ujjain	Agar Road Ujjain, Madhya Pradesh 456001  0734- 2554783	70	185	31	700	3(working)

Civil Hospital

Place	Address and Phone Number	No of Medical Officers	Number of Nurses	Number of Compounder	Number of Beds	Ambulance
Badnagar	Civil Hospital Badnagar, PIN-454660	8	55	7	60	1
Ghatia	Civil Hospital Ghatia,  PIN- 456 550	4	22	6	70	1
Khachrod	Civil Hospital Ghatia,  PIN- 456224	7	51	7	40	1
Mahindpur	Civil	11	53	11	34	1



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	Hospital Mahidpur, PIN-456443					
Nagda	Civil Hospital Nagda, District Ujjain PIN-456335	3	11	3	35	1
Tarana	Civil Hospital Tarana, District Ujjain Pin 456665	9	46	10	60	1

**Chief Medical and Health Officer**

Name	Address	Contact no	Email
Dr MK Dikshit	Office of CMHO, district Ujjain-46001	0734_2555355, 09225333892	cmhoujj@mp.nic.in

**Block Medical Officers**

Name	Block Medical Officer (BMO)	Contact No	Block Program Manager(BPM)	Contact No	Email of BPM
Ujjain	Dr Ramesh Makwana	9424014759	Sh Balraj Ujjaini	9827605445	<a href="mailto:bmoujjain@mp.gov.in">bmoujjain@mp.gov.in</a>
Ghatiya	Dr S K Singh	9425380137	Sh Tarun Goswami	9406649519	bmoghaujj@mp.gov.in
Khachrod	Dr R Rajalwal	9424809148	Oic Prakash Joshi	9074165430	bmokhaujj@mp.gov.in

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Badnagar	Dr R L Katariya	9425916548	Sh Rajesh Manjhi	9301031312	bmobadujj@mp.gov.in
Tarana	Dr Charan Singh	9009884271	Sh Pawan Raikwar	7879943270	bmotarujj@mp.gov.in
Mahidpur	Dr H S Singh	9981536147	Oic Nitin Gehlod	9893182038	bmomahujj@mp.gov.in

**Community Health Centres**

Block	Place	No of Medical Officers	Number of Nurses	Number of Compounder	Number of Beds
Badnagar	Igroria	2	3	1	30
Ghatia	Ghatia	2	2	2	30
Khachrod		1	3	1	30
Mahindpur	Jharada	1	3	1	30
Tarana	Tarana	1	3	1	30
Ujjain	Narva	3	3	2	30

**Primary Health Centres**

Block	PHCs Places	No of Medical	Number of	Number of	Number of beds
Ujjain	Tajpur	1	2		6
	Chintaman	1	2	1	6
	Panth piplai	1	1	1	6
Ghatia	Panbihar	1	1	1	6
Badnagar	Bhatpachlana	1	1		6

	Kharsodkala	1	1		6
	Lohan	1	2		6
Kharchrod	Unhel	1	1	1	10
	Chapakheda	1	2	1	6
	Madavada	1	1	1	6
Mahidpur	Ranayarapeer	1	2	1	6
	Bolkheda Nau	1	1	1	6
		1		1	6
	Jhootavada	1	2	1	6
	Kheda	1	1	1	6
	Khajuria	1	2	1	6
	Mahidpur Road	1	1	1	6
Tarana	Javasia	1	1	1	6
	Rupakhedi	1	1	1	6
	Kumar	1	1		6
		1	2	1	6
	Nanded	1		1	6
	Kanasia	1	1	1	6
	Dhabal	1	1	1	6
	Hardu	1	2		6

Annexure C 8.1.9

**Government Hospitals**

Civil Hospital Agar Road,
Sankhya Raje Prasuti-Grah Agar Road
Freeganj Hospital Madhav Nagar, Sandipani Chauraha

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Mahakal Prasuti-Grah Near Mahakaleshwar Temple
T.B. Hospital Agar Road
Civil hospital Jivajiganj
Piplinaka Civil Dispensory ,Chhatrichauk
Civil Dispensory, Kartik ChaukKartik Chaik
Bima Hospital Agar road
Bima Hospital Laxminagar

### **Private Nursing Home and Hospital**

Ujjain Charitable Hospital Bhudhwaria Chauraha
G.D.Birla Hispital Mahananda Nagar, Dewas road
Pushpa Mission HospitalAzad Nagar Dewas road
S.S.Hospital Shahid Park
Saluja Nursing Home Dewas road, near PWD Rest House
Shinde Nursing Home Indore Road
Dr. Rakesh Agrawal Nursing Home Alakdham Colony, Indore Road
Sevalaya Nursing Home Indore Road, Dinesh petrol Pump
Vishal Nursing Home Free Ganj
Kanwal Nursing Home Bafna Tower, Sahid Park
Pendnekar Nursing Home Near Asharay Hotel
Mungi Nursing Home Mungi Chauraha, Freeganj
Ujjain Heart Care Hospital Tower Chauk
Mukhia Nursing HomeG.D.C. Road, Dashahera maidan
Adinath Eye Care Hospital Near Ujjain Public School, Dewas Road

Saurabh Eye Nursing Home Bafna Tower, Sahid Park
Arpan Eye Hospital Tower chauk Free Ganj
Atal Nursing Home Hiramill road,
Tiwari Nursing Home Kotwali road
Chaudhary Nursing Home Satigate
Shinde Nursing Home Mahakal Road
Avniya Nursing Home Kshirsagar Nai sadak
Grasim Jan Seva Trust Grasim nagar,
Nagda Jai Medical CentreFreeganj

Annexure C 8.1.10

Literacy rate and population of district

Tehsil Name	Literacy percentage	Female Literacy percentage	Male Literacy percentage	Literate population	Literate Female population	Literate male population
Badnagar	85.50	78.40	92.20	166468	74242	92226
Khachrod	62.40	45.20	78.90	72575	25846	46729
Nagda	68.40	53.00	82.90	122889	25846	46729
Mahidpur	51.10	32.70	68.20	91004	28163	62841
Tarana	71.30	56.80	85.00	128472	49642	78830
Ujjain	77.40	67.40	86.70	376145	157831	218314
Ghatia	58.90	40.40	76.20	57329	19032	38297

Annexure C 8.1.11

Schools in Ujjain District

Block	Primary School	Middle School	High School	Higher Secondary School	Total

Ujjain Urban	80	49	6	12	147
Tarana	278	127	20	6	431
Ujjain Rural	151	80	11	4	246
Khachrod	282	144	12	11	449
Ghatia	158	66	10	4	238
Mahidpur	269	109	12	7	397
Badnagar	248	118	20	8	394
<b>Total</b>	<b>1466</b>	<b>691</b>	<b>91</b>	<b>52</b>	<b>2302</b>

Annexure C 8.1.12

### Colleges in Ujjain District

#### Engineering Institutes

<b>Institute Name</b>	<b>Address</b>	<b>City</b>
Ujjain Engineering College	Sanwer Road, Ujjain. (M.P.)	Ujjain
Mahakal Institute of Technology	Behind Air Strip, Village Datana, Dewas Road, Ujjain	Ujjain
Mahakal Institute of Technology & Science	Behind Air Strip, Datana, Dewas Road, Ujjain	Ujjain
Alpine Institute of Technology	Gram: Chandesara, Dewas Road, Ujjain	Ujjain
Mahakal Institute of Technology & Management	Behnid Air Strip, Village Datana, Dewas Road, Ujjain	Ujjain
Prashanti Institute of Technology & Science	Near Mahaveer Tapobhumi, Gangedi, Post lekoda, Indore Road, Ujjain	Ujjain
Late Ramoti Devi Institute of Engineering	251-252, Chak Jai Ram Pura, Badkummed Road, Post-Harsodan, Teh-Ghatiya, Ujjain (M.P.)	Ujjain
Shri Guru Sandipani Institute of Technology & Science	opp R.D. Gardi Medical College Village Surasa, Agar Road, Ujjain	Ujjain

#### Medical Institutes

R D Gardi Medical College	Agar Road, Surasa, Ujjain 456006	Ujjain
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Annexure C 8.1.13

List of Hazardous industries as per the list got from **industrial health and safety department**

S.No	Name and Address
1	Arcil Catalyst Pvt ltd, Birla gram, Nagda
2	Grasin Industries ltd(Caustic soda membrane cell, unit-1), Birla gram, Nagda
3	Grasin Industries ltd(Caustic soda membrane cell, unit-2), Birla gram, Nagda
4	Grasin Industries ltd(Staple free Division), Birla gram, Nagda
5	Lanxess India pvt ltd, Birla gram, Nagda
6	Confidence petroleum, jalalkhedi, Badnagar road, Ujjain
7	Indian oil corporation ltd, lpg bottling plant,village nazarpur, ghatia
8	Amika screen works, Ujjain
9	Dimond chloride & chemicals, birla gram ,nagda
10	Gail india ltd, compressor station, kheda
11	Goyal m.g. gases pvt ltd, nagda
12	Grasim Indus ltd (chloride sulphonic acid division), birla gram, nagda
13	Grasim industries ltd (engineering & development division), birla gram, nagda
14	Grasim industries ltd (poly aluminium chloride division), birla gram, nagda
15	Grasim industries ltd (stable bleaching powder division), birla gram, nagda
16	Grasim industries ltd (excel fibre division), birla gram, nagda
17	Grasim industries ltd (chlorinated paraffine mfg. unit ), birla gram, nagda
18	Laxness india pvt. Ltd (dye division), birla gram, nagda

19	Krishna oils and protienes pvt ltd Ujjain
20	Nagda chemicals, nagda
21	Shri Krishna cotionix pvt ltd ,Ujjain
22	Saurabh industries, Ujjain
23	Avi agri business pvt ltd, Ujjain
24	Pioneer engineering industry, Ujjain
25	Water filtration plant, Ujjain
26	Hira dye chemical industry, Ujjain
27	Mars laboratories, Ujjain
28	Ujjain dugdh sangh sahkari maryadit, Ujjain
29	m/s advance agro services pvt ltd, Ujjain
30	Baba ice factory and coold storage, Ujjain
31	Ujjain ice and cold storage, Ujjain

## **C 8.2 Resources**

### Annexure C 8.2.1

#### List of schools for temporary shelter management

S.No	Block	SCHOOL NAME AND ADDRESS
1	KHACHROD	Girls HSS Nagda
2	GHATTIA	Model High School (RMSA) Ghatiya
3	UJJAIN	Govt. Naveen Girls HSS KSHIRSAGAR Ujjain
4	MAHIDPUR	Govt.HSS NARAYANA
5	KHACHROD	Boys HSS Nagda
6	MAHIDPUR	HSS Mahidpur Road
7	UJJAIN	HSS Maharajvada No. 3



8	UJJAIN	HSS Maharajvada No. 2
9	KHACHROD	Govt.HSS BERACHHA
10	BARNAGAR	HSS Khersoodkala
11	BARNAGAR	HSS RUNIJA
12	TARANA	Girls HSS Tarana
13	BARNAGAR	HSS Jalodiya
14	KHACHROD	Govt. HSS Piploda Sagotimata
15	BARNAGAR	Boys HSS Badnagar
16	KHACHROD	Govt.HSS ROHALKHURD
17	UJJAIN	HSS Jivajiganj
18	MAHIDPUR	HSS Jharda
19	KHACHROD	Model High School (RMSA) Khacharod
20	GHATTIA	HSS Ghatiya
21	GHATTIA	HSS Panbihar
22	TARANA	HSS Makdon
23	UJJAIN	HSS Dolatganj
24	KHACHROD	Girls HSS Khachrod
25	MAHIDPUR	Girls HSS Mahidpur
26	KHACHROD	Boys HSS Khachrod
27	KHACHROD	HSS Akya Jagir
28	TARANA	Govt. HSS Nanded
29	TARANA	Govt. HSS Dhabla hardu
30	MAHIDPUR	GOVT. YASHWANT EXCELLENCE HSS MAHIDPUR
31	UJJAIN	Model High School (RMSA) Uajain

32	BARNAGAR	HSS Lohana
33	UJJAIN	HSS Jalseva Niketan
34	KHACHROD	Boys HSS Unhel
35	UJJAIN	Govt. HSS Tajpur
36	KHACHROD	Girls HSS Unhel
37	UJJAIN	Govt. Girls HSS Dhashera Median Ujjain
38	UJJAIN	Govt. HSS Narwar
39	UJJAIN	Govt.HSS BAMORA
40	UJJAIN	Girls HSS Sarafa
41	BARNAGAR	HSS KHARSOD KHURD
42	UJJAIN	HSS Madhavganj
43	BARNAGAR	HSS Bhatpachlana
44	UJJAIN	Govt. Girls HSS Vijayaraje Ujjain
45	MAHIDPUR	Model High School (RMSA) Mahidpur
46	BARNAGAR	HSS Ingoriya
47	TARANA	Govt.HSS GIRLS H.S.MAKADON
48	TARANA	Boys HSS Tarana
49	UJJAIN	HSS Maharajvada No. 1
50	UJJAIN	HSS Madhavnagar
51	UJJAIN	Girls HSS Dhanmandi
52	BARNAGAR	HSS Baledi
53	TARANA	HSS Kaytha
54	KHACHROD	HSS Madavada
55	BARNAGAR	Girls HSS Badnagar
56	MAHIDPUR	Govt. HSS Ghonsla

57	GHATTIA	Govt. HSS Bichhrode
58	MAHIDPUR	HSS Kheda Khujriya

Annexure C 8.2.2

List of Ngos

S.No.	Name of Vo/NGO	Registration No. (Date), City & State	Name of Chief Functionary	Address
1.	<u>ADVANCE</u> <u>INFORMATIO</u> <u>N</u> <u>MANAGEME</u> <u>NT SOCIETY</u>	4541 (26-05-2003) UJJAIN, Madhya Pradesh	LOKENDRA SINGH TOMAR	M.I.G.-63, INDRA NAGAR, AGAR ROAD, UJJAIN - 456101
2.	<u>GAJANAND</u> <u>RAO</u> <u>JALGAONKA</u> <u>R WELFARE</u> <u>SOCIETY</u>	US2003 (30-05-1998) Ujjain, Madhya Pradesh	Milind Jalgaonkar	C -203 / 3, Pandit Dindayal Upadhaya Shopping Complex, Indore Road,MP456010 Skype: milind.jalgaonkar
3.	<u>SWALAMBI</u> <u>MAHILA</u> <u>SWYAM</u> <u>SAHAYTA</u> <u>KALYAN</u> <u>SAMITI</u>	07/33/01/0740 4/08 (29-03-2008) Ujjain, Madhya Pradesh	swalambi mahila swyam sahayta kalyan samiti	37/1 Mohan Nagar Agar Road Ujjain M.P.
4.	<u>SANKATMOC</u> <u>H</u> <u>AN</u>	no (01-08-2008) ujjain, Madhya Pradesh	premlata chawda	07366-2558206

5.	<u>AVANI</u> <u>SAMAJ</u> <u>SANSKAR</u> <u>SAMITI</u> <u>UJJAIN</u>	3644 (31-12-2001) ujjain, Madhya Pradesh	Laxman singh	5/1 anapat mangalnath marg ujjain pincode 456006
6.	<u>SMARAPAN</u> <u>KOHARA</u> <u>EDUCATION</u> <u>AL AND</u> <u>PUBLIC</u> <u>SOCIAL</u> <u>WALFAIRE</u> <u>SOCIETY</u>	07/33/01/0589 9/05 (08-09-2005) Ujjain, Madhya Pradesh	Virendra Agarwal	Off;- Meena garg, 114-Jawahar Marg, Patni Bazar, Ujjain (mp)-456006
7.	<u>SHREE SAI</u> <u>KRIPA</u> <u>MAHILA</u> <u>HEET AVAM</u> <u>SHIKSHA</u> <u>UNNAYAN</u> <u>SAMITI</u>	898 (10-08-2009) ujjain, Madhya Pradesh	mr manish yadav	38 mohan nagar agar road ujjain pin no 456010
8.	<u>SIMILIA</u> <u>SCIENTIFIC</u> <u>SOCIETY</u>	26469 (07-12-1994) bhopal, Madhya Pradesh	mohan bairagi	128.ews,indira nagar,agar road,ujjain.m.p.456001
9.	<u>KALAVART</u> <u>NYAS</u>	81 (01-01-1988) Ujjain, Madhya Pradesh	Dr C S Kale	345, Sainath Colony (Sethi Nagar), Ujjain (M.P.) 456 010 India.
10.	<u>RAMPATI</u> <u>EDUCATION</u>	u s 1996 (28-05-1998)	Indra Singh	14 mahishmati marg Indore gate

	<u>SOCIETY</u>	UJJAIN, Madhya Pradesh		
11.	<u>KRISHNA LAKSHAYA SHIKSHAN SAMITI</u>	2690 (20-04-2000) Ujjain, Madhya Pradesh	Apoorv Kumar	85, Mahesh Nagar, Ankpat Marg
12.	<u>MAHILA SANRAKSHA N EVAM SAMITI</u>	17580 (13-01-1987) Bhopal, Madhya Pradesh	Nirmal Kumar Tiwari	chairman Mahila Sanrakshan Evam Vikas Samiti 07, Sanjay nagar Agar road UJJAIN Pin code 456001
13.	<u>BHARTIYA GYANPEETH UJJAIN</u>	10198 (01-04-1983) BHOPAL, Madhya Pradesh	S DAVE	B-5 MAHANANDA NAGAR EXTENSION UJJAIN
14.	<u>MADHYA PRADESH ANUSUCHIT JATI JAN JATI EVAM PICHHRA VARG KALYAN SANGH</u>	11212 (27-04-1982) UJJAIN, Madhya Pradesh	Ganesh Dhakad	280 B-3, Adarsh Nagar
15.	<u>MADHYA PRADESH VIKLANG SAHAYTA SAMITI</u>	2007/ 98 (02-06-1998) Ujjain, Madhya Pradesh	FR THOMAS C T	Manovikas, Sector-9, Jawahar Nagar, Ujjain, M.P. 456 010
16.	<u>VASUDEV SAMAJIK UTHAN SAMITI</u>	6153 (16-03-2006) UJJAIN, Madhya Pradesh	VISHAL RAJORIYA	VASUDEV SAMAJIK UTHAN SAMITI, 27, NIKAS CHOURAHA, UJJAIN
17.	<u>SHREE</u>	US/1019/95 (0	Dinesh Prasad	210/1, Alakh Dham Nagar, Sanwer

	<u>CHITRANSH SHARIRIK SHIKSHAN SAMITI</u>	8-08-1995) Ujjain, Madhya Pradesh	Sinha	Road, Ujjain
18.	<u>SWASTIK MAHILA UDYOG SAHAKARI SAMMITI UJJAIN</u>	DRU/JN/1511 (14-10-1999) Ujjain, Madhya Pradesh	Prerana Dabhade	Prerana Dabhade H.I.G.3 Muni nagar Ujjain (M.P.) pin 456010
19.	<u>BG IN INDIA</u>	21/sdfdf/78 (23 -02-2010) indore, Madhya Pradesh	Monu sharma	123- Vijaya nagar ujjain 456001
20.	<u>HAMZAH EDUCATION AL SOCIETY UJJAIN</u>	S.No ujjain Sambhag/172 ( 13-03-1992) Ujjain, Madhya Pradesh	Dr M Shahid Nagori	42 Topkhana, Mahakal Road, Ujjain M.P.
21.	<u>ATHAK PRAYAS TECHNICAL EDUCATION AL AND TRAINING SOCIETY</u>	07/33/01/0727 4/08 (09-01-2008) ujjain, Madhya Pradesh	arpit gupta	3/2 , Ganesh Vatika , Ankpat Marg , Ujjain (M.P.) pincode – 456001
22.	<u>NAGDA ASTHA NAVYUG SAMAJ KALYAN SAMITI</u>	07/33/05/0669 0/07 (18-01-2007) Ujjain, Madhya Pradesh	Subodh Swamy	Nagda Astha Navyug Samaj Kalyan Samiti, 3/7, Adarsha Gandhi Gram Colony, Nagda Jn. Dist. Ujjain (M.P.) 456335
23.	<u>ELEVATION SHIXAN</u>	20804 (30-09-1988)	Sherbano	36, Bhagat Singh Marg, Jaisinghpura Road, Hari Fatak, Ujjain (MP) – 456006

	<u>SAMITI</u>	Ujjain, Madhya Pradesh		
24.	<u>JAMA SHAKEB EDUCATION AL AND CULTURAL SOCIETY</u>	Ujjain/Sambha g/330 (27-07-1992) Ujjain, Madhya Pradesh	Dr Mehboob Khan	37 Begum Bagh, Colony Ujjain
25.	<u>UJJAIN YOGA LIFE SOCIETY UYLS</u>	07/33/01/08254/09 (09-09-2009) UJJAIN, Madhya Pradesh	Pt Radheshyam Mishra	21, Ghatkarpar Marg, Free Ganj
26.	<u>MEGHDOOT JANKALYAN SAMITI UJJAIN</u>	07/33/01/06900/07 (07-05-2007) ujjain, Madhya Pradesh	shrignladda	shri g.n. ladda, 24 meghdoot parisar metro takiz ke pas ujjain m.p.
27.	<u>MEGHDOOT JAN KALYAN SAMITI</u>	07/33/01/6900/07 (05-04-2004) Ujjain, Madhya Pradesh	J N Laddha	14, Meghdoot Parisar Near Metro Cinema Ujjain 456006
28.	<u>PRAGYA SHIKSHAN SAMITI</u>	21967 (24-05-1989) Ujjain, Madhya Pradesh	RN Rathore	56,Kanchanpura maxi road,Ujjain (M.P ) Pin code – 456010
29.	<u>JANABHUDA Y SAMAJIK SANSTHA</u>	07/33/01/6643/06 (27-11-2006) Ujjain , Madhya Pradesh	Ritesh Shrotriya	Janabhuday Samajik Sanstha L.I.G.-59,Muni nagar,Ujjain,M.P. pincode-456010

30.	<u>PARAMOUN T SAMAJ KALYAN SANSHTHAN</u>	07/33/01/0894 8/10 (25-08- 2010) UJJAIN, Madh ya Pradesh	MR NAVIN GUPTA	Paramount Samaj Kalyan Sanshthan, B10, 3rd floor, L.M. Complex, Tower, Free Ganj
31.	<u>NAV PRABODHINI SEVA SANKALP SANSTHAN</u>	2025 (25-06- 1998) ujjain, Madhya Pradesh	ms jayaa	36/1 mahakal sindhi colony indore road
32.	<u>KASHISH SAMAJ KALYAN SAMEETI</u>	07/33/01/0588 2/05 (31-08- 2005) Ujjain, Madhya Pradesh	alok nagar	38- Vidya Nagar, Sanver Road Ujjain. 456001
33.	<u>ABHINAV RANGMAND AL SAMITI</u>	19526 (10-03- 1988) Ujjain, Madhya Pradesh	Sharad Sharma	"Sankalp", 194 Mahashweta Nagar
34.	<u>SHIFA MANAV EVAM JAN KALYAN SOCIETY</u>	07/33/01/0484 7/04 (23-01- 2004) Ujjain, Madhya Pradesh	Mr Atiq ur Rehman Siddiqui	1/2,Mirzawadi,Mirza Naim Beg marg,Ujjain (M.P.) 456006
35.	<u>KASTURI LOK SHIKSHA SAMAJIK UNNAYAN SAMITI</u>	07/33/01/0535 4/04 (24-12- 2004) Ujjain, Madhya Pradesh	Shree Shailendra Singh Panwar	182/2, Gautam Marg, Ujjain(M.P.)
36.	<u>JAIN NAVKAR LOK SHIKSHA</u>	07/33/05/0689 1/07 (28-05- 2007) NAGDA	SUNIL SAKLECHA	19/2, HOSPITAL ROAD NEAR DIGAMBER JAIN MANDIR



	<u>SAMITI</u>	UJJAIN, Madhya Pradesh		
37.	<u>MAHANANDA EDUCATION SOCIETY</u>	20492/88 (11-08-1988) UJJAIN, Madhya Pradesh	SHAMSUDDIN BHAINAGPURWALE	15/19 MAHANANDA NAGAR
38.	<u>ARUNODAYAN INFORMATION MANAGEMENT SOCIETY</u>	ud3323 (25-05-2001) Ujjain, Madhya Pradesh	Mr kuldeep singh pawar	ews-466/666 indira nagar agar road, ujjain Pincode 456010
39.	<u>WINNER VICTORY SPORTS AND WELFARE ASSOCIATION</u>	U.S.1622 (23-05-1997) Ujjain, Madhya Pradesh	Arvind Singh Bhadoriya	6-Aakancha Parisar, Nanakheda, Ujjain (MP) PIN – 456010

Annexure C 8.2.3

Telephone exchange

Sl.No.	Address of Customer Service Center	Telephone No.
1.	Telephone Exchange, Dewas Gate Ujjain	0734-2560001, 94259-17722
2.	Dashehra Maidan, Free	0734-251600,

*District Disaster Management Plan-UJJAIN*

	Ganj Ujjain	94259-17723
3.	Telephone Exchange, Bharatpuri Ujjain	0734-251900, 94259-17721
4.	NagdaTelephone Exchange	07366-248700, 94259-17789
5.	Khachrod Telephone Exchange	07366-231022, 94259-17750
6.	Mahidpur Telephone Exchange	07365-2514121, 94259-17705
7.	Tarana Telephone Exchange	07369-236100, 94259-17770
8.	Ghatiya Telephone Exchange	07368-2550850, 94259-17782
9.	Badnagar Telephone exchange	07367-225200, 94259-17719

Annexure C 8.2.4

SL.No.	Name of the fire	Disposition of	Disposition of Man	Contact no
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*District Disaster Management Plan-UJJAIN*

	station	vehicle & Pumps	Power.	
1	Ujjain fire Station	CFT-1 No. W/T-2Nos Geep-1 No Pump-4 Nos.	1.Sttion Officer-1 No. 2.Sub-Officer-2 3.LFM-5 4.Jr(CRO)-4 5.driver-3 6.Fireman-15 7.Night guard-3 8.SCA-1 9.CLN-2	101
2.	Badnagar Fire Station	W.T-2 Nos. Jeep-1 Pump-2	1. SSO-1 2. LFM-3 3. D/V-2 4. Fireman-7 5. CLN-2	101
3.	mehidpur Fire Station	W/T-1 No. Jeep-1 Pump-2 Nos.	1. Sub-Officer-Nil 2. LFM-2 3. D/V-2 4. fireman-7	101
4.	tarana fire Station	W/T-2 Nos. Jeep-1 Pump-2 Nos.	1. Su-Officer-1 No. 2. LFM-4 3. driver 2 4. Fireman-7 5. SCA-1 6. CLN-1	101
5.	ghatia fire Sub-station	W/T-1 no. P/P-2 Nos.	1. SSO-1 2. LFM-1 3. driver-1 4. Fireman-7	101
6.	Khachrod Fire Station	W/T-1 Jeep-1	1. Sr.FL-1 2. LFM-2 3. Driver-2 4. Fireman-6 5. Night guard-1	101

		Pump-2		
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**C 8.3 Media and information management**

**Cable network operators and news channel**

Cable network operators	address	Contact no.
Mahakal Cable Ujjain	160/B, MADHAV NAGAR RAILWAY COLONY, FREGANJ, Ujjain – 456010	9981282377
Sr Cable Ujjain	Savitri Sadan, Tower Chowk, Freeganj, Freeganj Ujjain, Madhya Pradesh 456001	0734-2513330

**C 8.4 Important Contact numbers**

Name	Designation	Contact number
Shri T.Dharma Rao ,IAS	Commissioner Ujjain Division	0734-2511671(O) 0734-2511670(R)
Shri S.S.Bansal IAS	Additional.Commissioner	0734-2510350(O) 0734-2510551(R) 94254-16814 (M)
Smt. Indira Sharma	Dy.Commissioner (Revenue)	0734-2510553(O) 0734-

		2526606(R)
Shri Pratik Sonvalkar	Dy.Commissioner Development	0734- 2513151(O) 0734- 2531149(R) (M)
Shri R.C.Kaushal	Steno to Commissioner	0734-2511671 (O) 09977891540 (M)
Shri R. C. Bariya	Account Officer & Auditor	0734-2513151
Shri S.N.Pancholi Asst.Superintendent (R)	Incharge Office Superintendent	0734-2525966
Shri S. N. Pancholi	Asst. Superintendent (R)	0734-2513151
Shri Madanlal Malviya	Asst. Superintendent (D)	0734-2513151
Smt. Seema Jadhav	Asst. Superintendent	0734-2513151
Shri S.S.Bhati	Auditor (Revenue) Distt. Ratlam & Neemuch	0734-2513151
Shri	Auditor Commissioner Office	0734-2513151
Shri Vijay Sexena	Steno-Typist	0734- 2510553(O)
Shri Pavan Jain ,IPS	IG of Police Ujjain Zone Ujjain	0734-2527120 0734-2527121
Shri V.K.Maheshwari ,IPS	DIG of Police Ujjain Range	0734-2527122 0734-2527160
Shri Varun Kapoor,IPS	DIG of Police Ratlam Range (Ratlam,Mandsour,Neemuch)	-
Shri Rajesh Shriwastav IFS	C.F Ujjain (Circle)	0734- 2512101(O) 0734- 2512105(R) 94247-92125 (M)
Shri R.D. Mahala IFS	C.F Ujjain (WP)	0734-2514370 (O)

		0734-2518965 (R)
Shri C K Patil IFS	C.F Ratlam	-
Shri J.P.Dubey	C.E. (UR). Vidyut Vitran Company	0734- 2530140(O) 0734- 2530112(R) (M) 94251- 02171
Dr. Pushpa Gupta	Joint Director Health	0734-2513831 (O) 94250-60280 (M)
Shri O.L.Mandloi	Joint Director, Education	0734-2524054 (O) 94259-73688 (R)
Shri Ashok Kumar Parey	Deputy Commissioner Excise Divisional Flying Squad	0734- 2551157(O) 0734- 2518570(R) 9425115255 (M)
Shri S.C.Choubey	Joint Director, Woman & Child Development	0734- 2521915(O) 0734- 2531118(R) 99933-38473 (M)
Shri Dr. P.S.Jat	Joint Director Veterinary Services Ujjain	0734-2525172 (O)
Shri P.K.Jhalani	Joint Director, Kosh-Lekha, Pension	0734-2513135 (O) 0734-2525499 (R) 99810-74944 (M)
Shri S.P.Dabral	Chief Executive Officer,. Ujjain Dugdh Sangh Sahakari Maryadit,Ujjain	0734-2527061 (O) 0734- 2527071(R) 94253-94092 (M)
Shri M.S. maravi	Divisional Deputy Commissioner Tribal	0734-2526868 (O)

Shri A.P. Darvekar	Regional Manager M.P.State Agro and Dev. Corporation Ltd.	0734 2510313 (O) 94253 94097, 94244 37352
Shri P.K.Pandit	Supdt. Engineer water resources	-
Shri Ravi kant .Gontiya	Supdt. Engineer, Rural Engineering Services	0734-2510919 9826146113(M)
Shri B.L.Goutam	Asstt. Labour Commissioner	0734 2514053 (O) 0734 2516067 (R) 94259 38444 (M)
Shri Chander Sonane	Dy.Director jansampark Ujjain Division	0734-2514620 (O) 0734 2518019 (R) 9425092626 (M)
Shri S.K.Shriwastav	Dy.Director Horticulture	0734-2510358 (O) 0734-2510329 (R) 9424728843 (M)
Shri K.K.Songaria	S.E. Public Health Enggineering Ujjain	0734 2551583 (O) 9425463471 (M))
Shri Laxman Singh Songar	Dy. Housing Commissioner Circle Ujjain M.P.H.B.	2510943 (O)
Shri Sardar Singh Rathore	Dy. Commissioner (Land Record) Ujjain Division	0734 2515978 (O) 0734 2525278 (R) 9425055989 (M)

Important phone numbers of offices Ujjain

<b>Collector ,Ujjain Division,Ujjain</b>	<b>(0734)2514000, 2513100</b>
<b>Additional Collector</b>	<b>(0734)2512608</b>
<b>A.D.M</b>	<b>(0734)2512644</b>
<b>S.D.O,Ujjain</b>	<b>(0734)2512646</b>
<b>Tehsildar, Ujjain</b>	<b>(0734)2511846</b>

S.D.O.,Badnagar	(07367)223161
Tehsildar,Badnagar	(07367)223161
S.D.O.,Mahidpur	(07365)231035
Tehsildar, Mahidpur	(07365)231300
S.D.O., Tarana	(07369)233128
Tehsildar,Tarana	(07369)233128
S.D.O., khachrod	(07366)231047
Tehsildar, Khachrod	(07366)230463
S.D.O. Ghatia	(07368)2510451
Tehsildar,Ghatia	(07368)265348

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

**flood**

DO's	DON'ts
<ul style="list-style-type: none"> <li>• Convening a meeting o the District Level Committee on Natural calamities.</li> <li>• Functioning of the Control rooms.</li> <li>• Closure of past breaches in river and canal embankments and guarding of weak points.</li> <li>• Rain recording and submission of rainfall reports.</li> <li>• Communication of gauge readings and preparation of maps and charts</li> <li>• Dissemination of weather reports and flood bulletins issued by the meteorological centres, ccentral wter commission , Flood forecasting Organisation.</li> <li>• Installation of temporary police wireless stations and temporary telephones in flood prone areas</li> <li>• Storage of food in interior vulnerable strategic and key areas</li> <li>• Arrangements for keeping the drainage system desilted and properly maintained</li> <li>• Agricultureal measures</li> <li>• Training in flood relief work</li> <li>• Organisation of relief parties</li> <li>• Alternative drinking water supply arrangements.</li> <li>• Arrangements for keeping the drainage system desilted and properly maintained.</li> </ul>	<ul style="list-style-type: none"> <li>• Organising shelter for the people in distress in case the efforts of the civil authorities are considered inadequate, army assistance should be requisitioned.</li> <li>• Relief measures by non-official and voluntary organisations may be enlisted as far as possible</li> <li>• Provision of basic amenities like drinking water, sanitation and public health care and arrangements of cooked food in the relief camps.</li> <li>• Making necessary arrangements for air dropping of food packeers in the marooned villages thourgh helicopters</li> <li>• Establish alternate communication links to have effective communication with marooned areas.</li> <li>• Organising controlled kitchens to supply foods initially at least for 3 days.</li> <li>• Repairs and reconstruction of infrastructure facilities sush as roads , embankments , resettlement of flood prone areas.</li> <li>• Rehabilitation of homeless.</li> <li>• Organise relief camps</li> <li>• Grant of emergency relief to all the affected people.</li> <li>• Relief for economic reconstruction,</li> <li>• Health measures.</li> </ul>

**Drought**



DO's	DON'ts
<ul style="list-style-type: none"> <li>• A detailed contingency plan for supply of drinking water in rural areas to be formulated with technical help from the Central Ground Water Board and utilising, if required, the rigs and other capital equipment from the CGWB.</li> <li>• Adequate plans to be made in the supply of drinking water in urban areas through bores, tankers, special trains and other suitable measures.</li> <li>• Continuous monitoring of rural and urban drinking water availability in drought affected areas.</li> <li>• Preparation of a water budget for each irrigation reservoir covering drinking water, kharif and rabi requirements and capping damage to ground water regime.</li> <li>• Regulating supply to water –intensive industries, if necessary.</li> <li>• Minimising evaporation losses in tanks and small reservoirs by using chemical methods, subject to Health clearance.</li> </ul>	<ul style="list-style-type: none"> <li>• Assessment of fodder requirement in drought affected districts and locate areas where shortages are likely to occur and arrange for supplies from outside.</li> <li>• Monitoring the prices of fodder in selected places/ markets.</li> <li>• Arrange to procure fodder in selected outlets.</li> <li>• State Forest Department to arrange for the cutting and bailing of grasses in the forest, wherever possible to meet the demand from fodder deficit districts.</li> <li>• Fodder cultivation to be encouraged wherever feasible.</li> <li>• Ensure supply for molasses to cattle feed plants.</li> <li>• Obtaining from premixed feed and urea-molasses bricks to the extent necessary.</li> <li>• Improper land use practices such as heavy tilling, agricultural practices and settlement patterns have contributed to creep and withdrawal of support in many cases.</li> </ul>

### Road Accident

Do's	Don'ts
<ul style="list-style-type: none"> <li>• The police should be informed quickly as possible. In certain cases, especially involving uninsured or untraced drivers, if the police aren't notified within 14 days of the incident, it could hamper you bringing a claim via the Motor Insurers' Bureau.</li> <li>• Tell your insurer as soon as possible. Any delay could prejudice you at a later stage.</li> <li>• Collect information about the other party involved in the accident, including their name, address, contact number, vehicle registration number, and if possible their insurer's details.</li> <li>• Try to get the addresses, phone numbers and names of any witnesses. Remember, if it was a car accident, the passengers</li> </ul>	<ul style="list-style-type: none"> <li>• Don't leave the scene of the accident, or you may be considered guilty.</li> <li>• Try not to talk to anyone about the accident, or hold anyone responsible, including yourself.</li> <li>• Never sign any papers provided by an insurance company or enter into an agreement before getting legal advice.</li> <li>• Try not to converse with anyone from the other party's insurance company without seeking advice from a lawyer. The statement you provide might be used against you in court.</li> </ul>

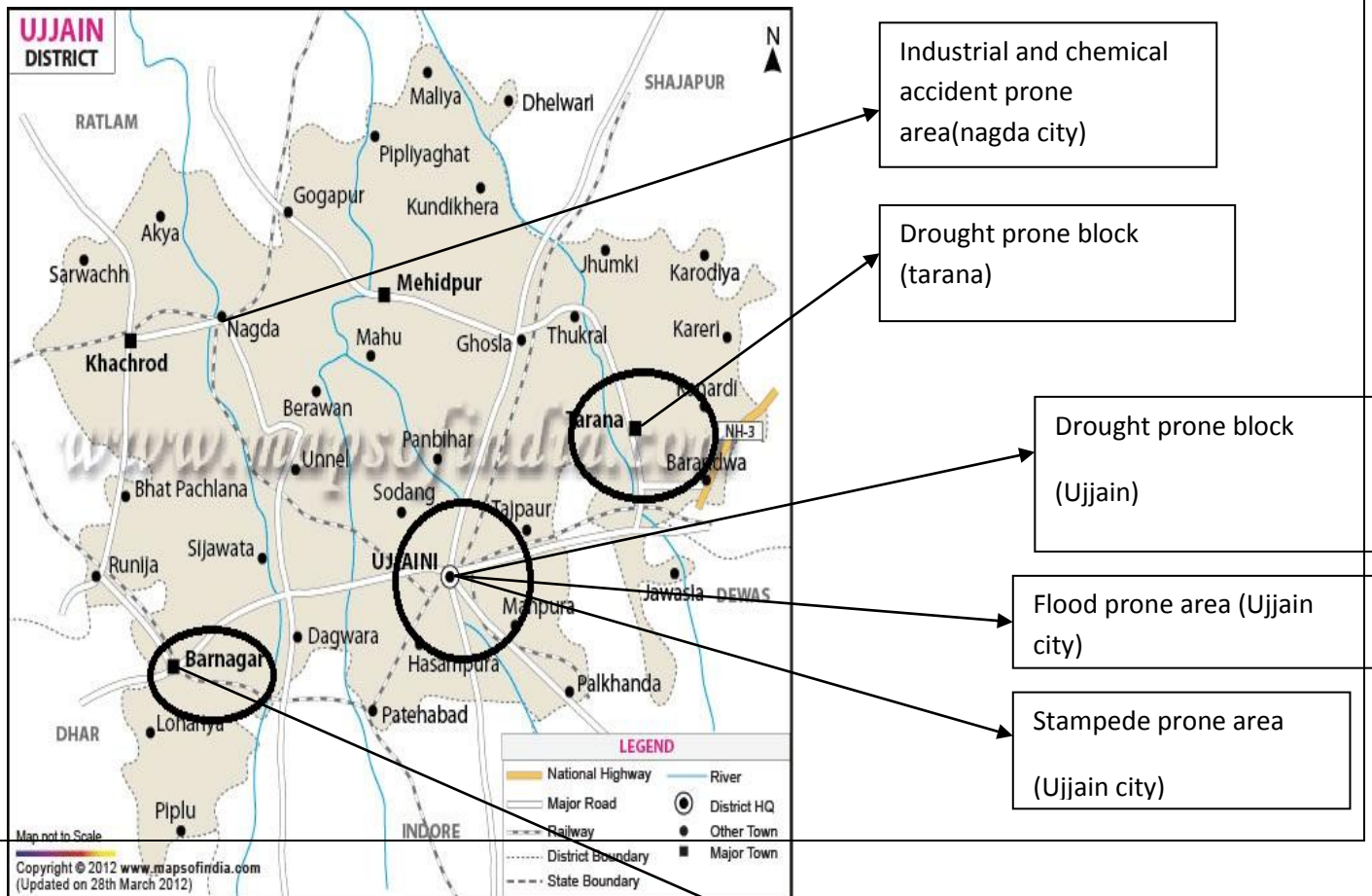
involved can be regarded as witnesses, but can't be considered independent.

- If you have a camera, or have a camera on your mobile phone, take pictures of damage to the vehicles involved, the area where the incident took place, and pictures of adjacent and connecting streets.
- Try to gather physical proof of what might have caused the accident. If possible, collect details from the site and make a rough sketch, including details such as weather conditions, precise location (including landmarks), date and time. The more the better.
- Inform a personal injury lawyer immediately to assess the whole situation.

### C 8.6 Detailed Maps

#### C 8.6.1

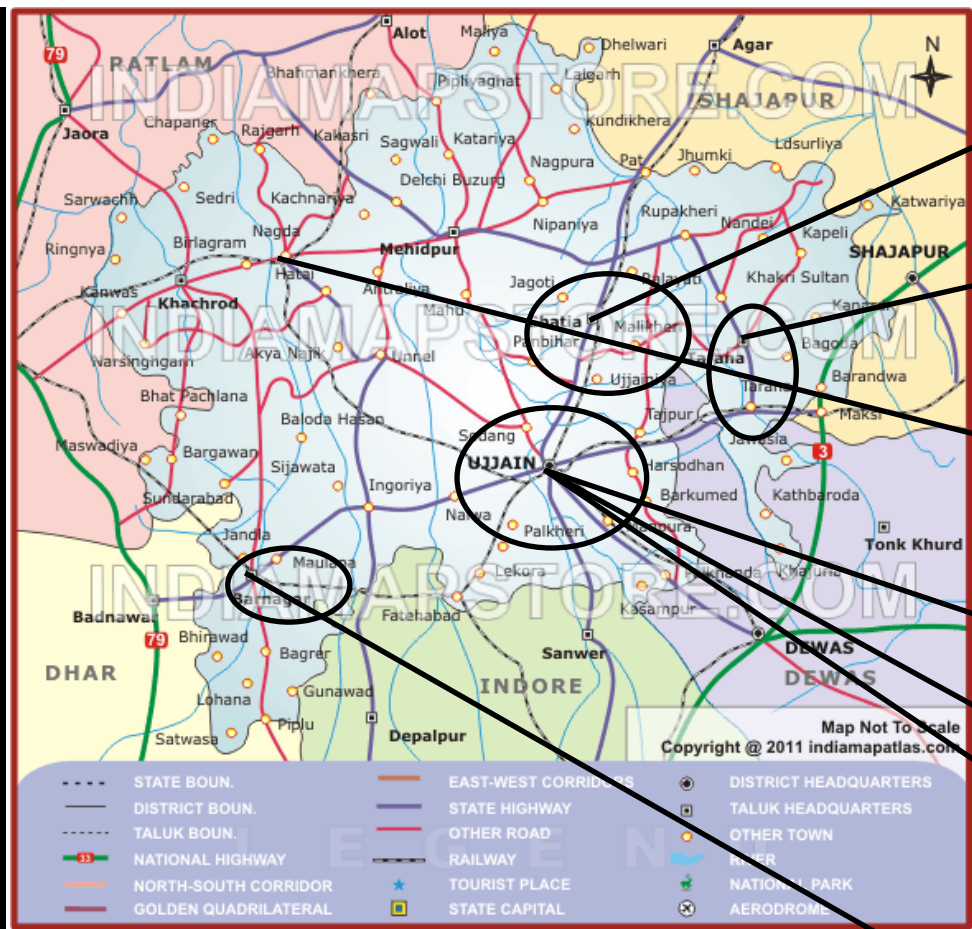
Location of Hazard prone areas



All national highways, state highways are prone to road accident.  
 All Railway routes are prone to railway accident.

Drought prone block (Badnagar)

C 8.6.2  
 Location of vulnerability factors



Increase in temperature and decrease in ground water level (Ghatia block)

Increase in temperature and decrease in ground water level (Tarana block)

Drought prone block (Badnagar)  
 Many chemical and hazardous industries (Nagda town)

Visit of Millions of devotees (Ujjain)

Poor drainage system in few colonies (Ujjain city)

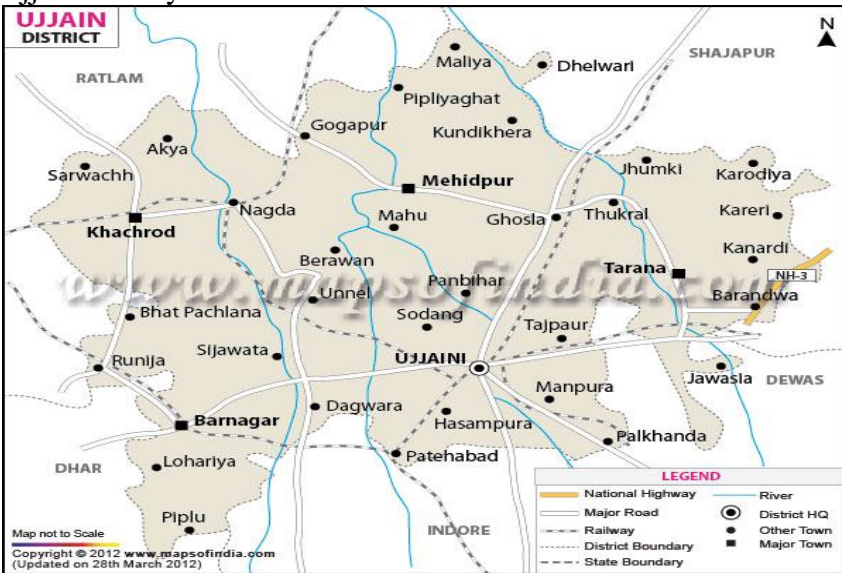
Increase in temperature and decrease in ground water level (Ujjain block)

All national highways, state highways have heavy traffic.

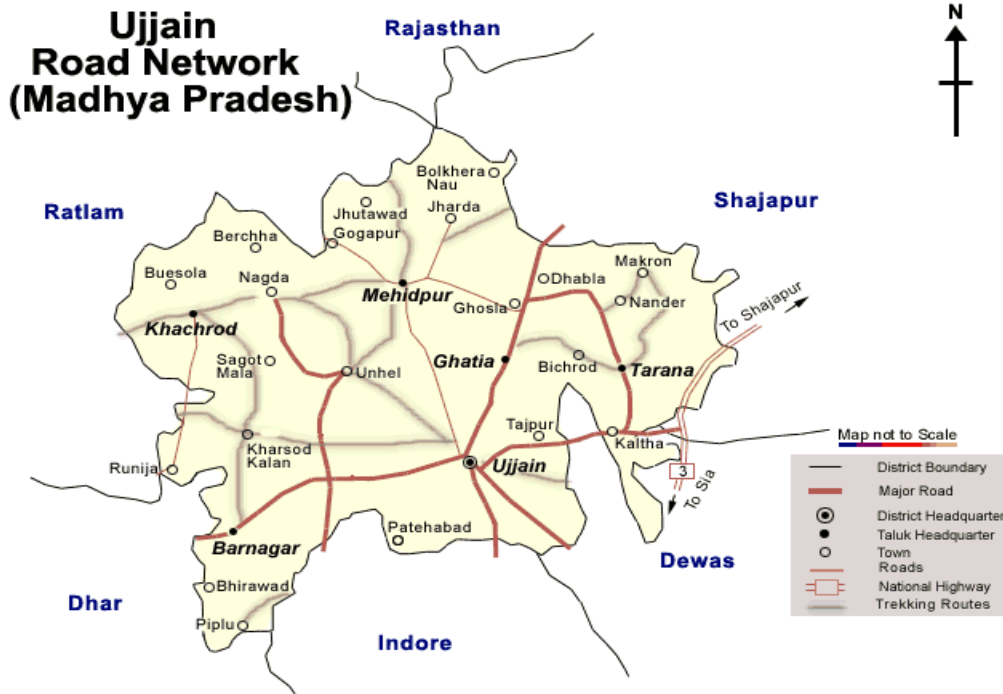
Increase in temperature and decrease in ground water level (Badnagar block)

C 8.6.3

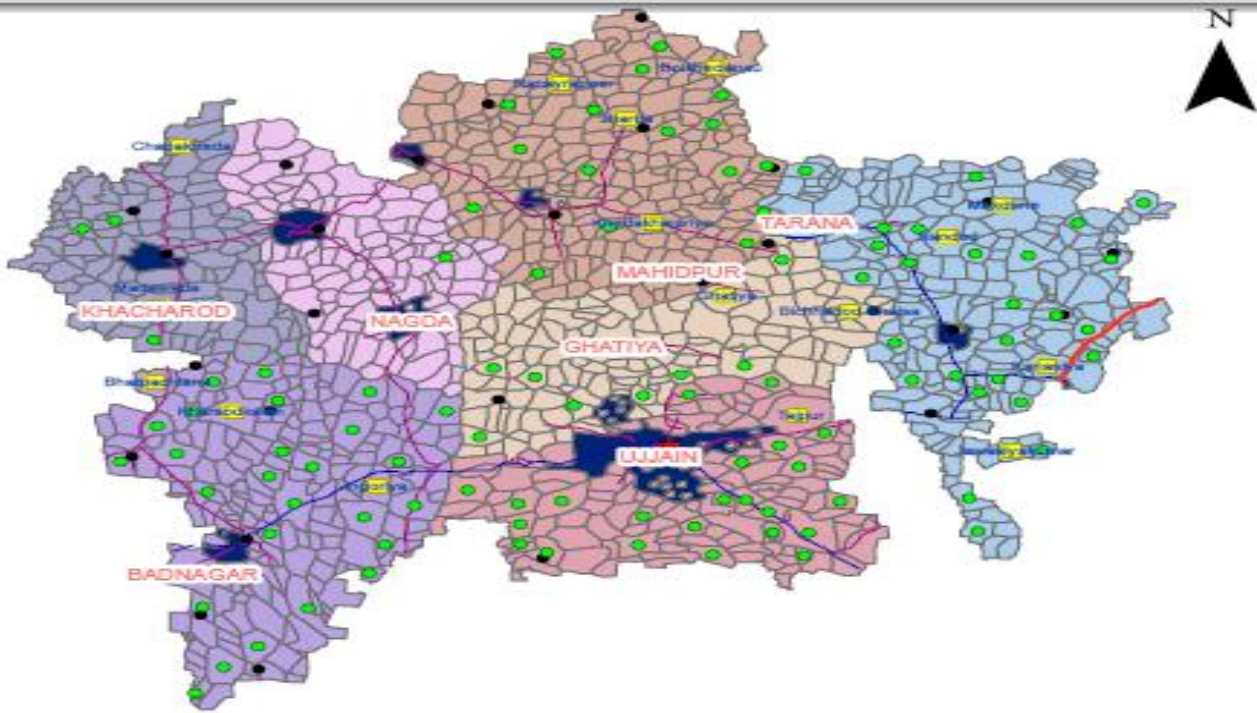
Ujjain railway network



C 8.6.4



C 8.6.5  
Maps showing phc chc and subhealth centres



**Legend**

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

**TALUK NAME**

- |   |           |   |        |
|---|-----------|---|--------|
| ■ | BADNAGAR  | ■ | NAGDA  |
| ■ | GHATIYA   | ■ | TARANA |
| ■ | KHACHAROD | ■ | UJJAIN |
| ■ | MAHIDPUR  |   |        |

0 5 10 20 Kilometers