



# DISTRICT DISASTER MANAGEMENT PLAN



## CHAMPHAI DISTRICT 2023

Prepared by  
District Disaster Management Authority, Champhai

## PREFACE

The District Disaster Management Plan, 2023 for Champhai District **has been** prepared with the primary purpose to co-ordinate responses to natural or manmade disasters and for capacity building in Disaster resiliency and crisis responses. Champhai District Disaster Management Plan, 2023 presents in concise form a process to involve the collective effort of Government Departments and Non- Governmental Organizations to evolve a culture of prevention, mitigation and efficient response during disasters.

This publication is the result of the tireless and dedicated endeavor of Officers and Staff of DM&R Branch of Deputy Commissioner's Office, Champhai and the enthusiastic support of the District Disaster Management Authority. It is hoped that the compilation will be a useful reference and guide to all readers.

Suggestion for further improvement in terms of content, coverage, etc. for the next publication would highly be appreciated.

*James Lalrinchhana* 19/6/24  
**(JAMES LALRINCHHANA)**

Deputy Commissioner  
& Chairman  
District Disaster Management Authority  
Champhai District, Champhai

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## ABBREVIATIONS

<b>A/c</b>	-	Account
<b>ADA</b>	-	Aizawl Development Authority
<b>Addl.</b>	-	Additional

<b>AMC</b>	-	Aizawl Municipal Corporation
<b>AR</b>	-	Assam Rifles
<b>BDO</b>	-	Block Development Officer
<b>BSNL</b>	-	Bharat Sanchar Nigam Limited
<b>Cal.</b>	-	Calories
<b>CBDM</b>	-	Community Based Disaster Management
<b>CBDP</b>	-	Community Based Disaster Preparedness
<b>CBO</b>	-	Community Based Organisations
<b>CDRN</b>	-	Corporate Disaster Resource Network
<b>CMO</b>	-	Chief Medical Officer
<b>comtt.</b>	-	Committee
<b>Com.</b>	-	Communication/Claim Unit Leader
<b>CUL</b>		
<b>CoR</b>	-	Commission of Relief
<b>CRF</b>	-	Calamity Relief Fund
<b>CTF</b>	-	Community Task Force
<b>CU</b>	-	Compensation/ Claim Unit /Cost Unit/ Communication Unit
<b>CUL</b>	-	Cost Unit Leader
<b>DC</b>	-	Deputy Commissioner
<b>DCSO</b>	-	District Civil Supply Officer
<b>DDMA</b>	-	District Disaster Management Authority
<b>DDMF</b>	-	District Disaster Mitigation Funds
<b>DDMP</b>	-	District Disaster Management Plan
<b>DDRF</b>	-	District Disaster Response Funds
<b>DEO</b>	-	District Education Officer
<b>DEOC</b>	-	District Emergency Operation Centre
<b>DFO</b>	-	Divisional Forest Officer
<b>DLAO</b>	-	District Local Administrative Officer
<b>DM</b>	-	District Magistrate
<b>DM&amp;R</b>	-	Disaster Management and Rehabilitation
<b>DMP</b>	-	Disaster Management Plan
<b>DMS</b>	-	District Medical Superintendent
<b>DMT</b>	-	Disaster Management Team
<b>DP</b>	-	Display Processor
<b>DRDA</b>	-	District Rural Development Agency
<b>DRM</b>	-	Disaster Risk Management
<b>DTO</b>	-	District Transport Officer
<b>DU</b>	-	Display Unit
<b>DU</b>	-	Documentation Unit/ Demobilisation Unit
<b>DUL</b>	-	Documentation unit leader/ Demobilisation Unit leader
<b>EOC</b>	-	Emergency Operation Centre
<b>ESF</b>	-	Emergency Support Functions
<b>Fac. UL</b>	-	Facilities Unit Leader
<b>FBD</b>	-	Finance Branch Director
<b>FCS&amp;CA</b>	-	Food, Civil Supplies and Consumer Affairs
<b>FO</b>	-	Field Observer
<b>FU</b>	-	Food Unit/ Facilities Unit
<b>FUL</b>	-	Food Unit Leader
<b>GIS</b>	-	Global Positioning System
<b>GoI</b>	-	Government of India
<b>GSU</b>	-	Ground Support Unit
<b>GSUL</b>	-	Ground Support Unit Leader

<b>HVCRA</b>	-	Hazards Vulnerable Capacity and Risk Assessment
<b>I&amp;PR</b>	-	Information and Public Relations
<b>IAP</b>	-	Immediate Action Plan
<b>IC</b>	-	Incident Commander
<b>ICP</b>	-	Incident Command Post
<b>ICS</b>	-	Incident Command System
<b>IDNK</b>	-	Indian Disaster Knowledge Network
<b>IDP</b>	-	Incident Demobilisation Plan
<b>IDRN</b>	-	India Disaster Resource Network
<b>IEC</b>	-	Information, Education and Communication
<b>IMO</b>	-	Information and Media Officer
<b>IMT</b>	-	Incident Management Teams/Indian Meteorological Department
<b>IR</b>	-	Indian Reserve
<b>IRT</b>	-	Incident Response Team
<b>ISS</b>	-	Incident Status Summary
<b>IT</b>	-	Information Technology
<b>LAD</b>	-	Local Administration Department
<b>LIC</b>	-	Life Insurance Company Ltd.
<b>LO</b>	-	Liaison Officer
<b>LPG</b>	-	Liquid Petroleum Gas
<b>LS</b>	-	Logistic Section
<b>LSC</b>	-	Logistic Section Chief
<b>MAP</b>	-	Mizoram Arms Police
<b>MCS</b>	-	Mizoram Civil Service
<b>MHIP</b>	-	Mizoram Hmeichhe Insuihkhawm Pawl
<b>MIRSAC</b>	-	Mizoram Remote Sensing Application Centre
<b>MPRO</b>	-	Mizoram Police Radio Organisation
<b>MPS</b>	-	Mizoram Police Service
<b>MRP</b>	-	Mizoram Police
<b>MST</b>	-	Mizoram State Transport
<b>MU</b>	-	Medical Unit
<b>MUL</b>	-	Medical Unit leader
<b>MUP</b>	-	Mizo Upa Pawl
<b>NCC</b>	-	National Cadet Corps
<b>NDMA</b>	-	National Disaster Management Authority
<b>NGO</b>	-	Non-Governmental Organization
<b>NIC</b>	-	National Informatics Centre
<b>NO</b>	-	Nodal Officer
<b>NOMA</b>	-	National Organisation of Minority Architects
<b>NSS</b>	-	National Service Scheme
<b>NSSP</b>	-	National Service Scheme/Project
<b>OEOC</b>	-	Onsite Emergency Operation Centre
<b>OS</b>	-	Operation Section
<b>OSC</b>	-	Operation Section Chief
<b>OT</b>	-	Occupation Therapy
<b>P&amp;E</b>	-	Power and Electric
<b>PCR</b>	-	Police Control Room
<b>PHC</b>	-	Primary Health Centre
<b>PHE</b>	-	Public Health Engineering
<b>POL</b>	-	Petroleum, Oils and Lubricants
<b>PS</b>	-	Police Station/ Planning Section
<b>PSA</b>	-	Project Support Associate



<b>PSC</b>	-	Planning Section Chief
<b>PU</b>	-	Procurement Unit
<b>PUL</b>	-	Procurement Unit Leader
<b>PWD</b>	-	Public Works Department
<b>QRT</b>	-	Quick Response Team
<b>RBD</b>	-	Response Branch Director
<b>RCC</b>	-	Reinforced Cement Concrete
<b>RD</b>	-	Rural Development
<b>RO</b>	-	Responsible Officer
<b>RPU</b>	-	Resource Provisioning Unit
<b>RPUL</b>	-	Resource Provisioning Unit Leader
<b>RU</b>	-	Resource Unit
<b>RUL</b>	-	Resource Unit Leader
<b>S&amp;R</b>	-	Search and Rescue
<b>SAM</b>	-	Staging Area Manager
<b>SBD</b>	-	Service Branch Director
<b>SBI</b>	-	State Bank of India
<b>SDC</b>	-	Sub-Deputy Commissioner
<b>SDEO</b>	-	Sub-Divisional Education Officer
<b>SDMA</b>	-	State Disaster Management Authority
<b>SDMF</b>	-	State Disaster Mitigation Funds
<b>SDMP</b>	-	School Disaster Management Plan
<b>SDRF</b>	-	State Disaster Response Funds
<b>SDO</b>	-	Sub-Divisional Officer
<b>SDPO</b>	-	Sub-Divisional Police Officer
<b>SDRF</b>	-	State Disaster Response Force/ Funds
<b>SE</b>	-	Superintendent of Engineer
<b>SO</b>	-	Safety Officer
<b>SOC</b>	-	Site Operation Centre
<b>SOP</b>	-	Standard Operation Procedures
<b>SRL</b>	-	Single Resource Leader
<b>SRT</b>	-	Search and Rescue Team
<b>ST</b>	-	Scheduled Tribe
<b>SU</b>	-	Situation Unit
<b>SUL</b>	-	Situation Unit Leader
<b>TBD</b>	-	Transport Branch Director
<b>TL</b>	-	Team Leader
<b>TS</b>	-	Technical Specialist
<b>TUL</b>	-	Time Unit Leader
<b>TU</b>	-	Time Unit
<b>UNDP</b>	-	United Nations Development Program
<b>VDMC</b>	-	Village Disaster Management Committee
<b>VDMP</b>	-	Village Disaster Management Plan
<b>VIP</b>	-	Very Important Person
<b>WO</b>	-	Weather Observer
<b>YMA</b>	-	Young Mizo Association

## PROFILE OF DISTRICT

**A. LOCATION:** Champhai District is situated in the north eastern part of Mizoram between 24 05'03.99" and 23 00'03.25" N Latitudes and 93 00'31.29" and 93 26'17.66" E Longitudes.

**B. BOUNDARY:**

East side	-	Myanmar (Burma)
West side	-	Khawzawl District
North side	-	Saitual District and Manipur State
South side	-	Serchhip District and Myanmar

**C. TOTAL GEOGRAPHICAL AREA:**

3185 sq.km and it accounts for 15.11% of the geographical area of the state.

**D. LENGTH OF INTERNATIONAL BOUNDARY:**

Between Champhai District and Myanmar : 160 km

**E. POPULATION (2011 Census):**

Male	-	63,388
Female	-	62,357
<b>Total</b>	-	<b>1, 25,745</b>

**F. LITERACY RATE (2011):**

<b>95.91%</b>	
Male	- 97.21%
Female	- 94.59%

**G. No. OF EDUCATIONAL INSTITUTIONS**

Primary Schools	-	83
Middle Schools	-	114
High Schools	-	52
Higher Secondary Schools	-	9
DIET	-	1
Polytechnic	-	1
Colleges	-	1

**H. NO. OF RD BLOCKS:**

- 1) Champhai R.D Block
- 2) Khawbung R.D Block

**I. VILLAGES COVERED UNDER RD BLOCKS:**

**i) Champhai R.D. Block:**

- |                         |                      |                  |                  |
|-------------------------|----------------------|------------------|------------------|
| 1. Bethel               | 2. Chhungte          | 3. Dilkawn       | 4. Dinthar       |
| 5. Dinthar              | 6. Electric          | 7. Hmunhmeltha   | 8. Hnahlan       |
| 9. Kahrawt              | 10. Kanan            | 11. Kelkang      | 12. Khuangphah   |
| 13. Lungphunlian        | 14. Melbuk           | 15. Mualkawi     | 16. Murlen       |
| 17. N. Diltlang         | 18. N. Khawbung      | 19. New Champhai | 20. Ngur         |
| 21. Ruantlang           | 22. Tlangsam         | 23. Tualcheng    | 24. Vaikhawtlang |
| 25. Vapar               | 26. Venglai          | 27. Vengsang     | 28. Vengthar     |
| 29. Vengthlang          | 30. Vengthlang North | 31. Zion Veng    | 32. Zote         |
| 33. Zotlang             | 34. Zokhawthar       | 35. Selam        | 36. Jail Veng    |
| 37. Ruantlang Mual Veng |                      |                  |                  |

**II) Khawbung R.D.Block:**

1. Buang	2. Bulfekzawl	3. Bungzung	4. Chawngtui E
5. Dungtlang	6. Farkawn	7. Hruaikawn N	8. Hruaikawn S
9. Khankawn	10. Khawbung South	11. Khuangleng	12. Khuangthing
13. Leisenzo	14. Leithum	15. Lianpui	16. Samthang
17. Sazep	18. Sesih	19. Thekpui	20. Thekte
21. Vangchhia	22. Vanzau	23. Vaphai	24. Zawlsei
25. Zawngtetui			

**J. CONSTITUENCY AND NO.OF POLLING STATIONS:**

No. & Name of A/C	No. of Polling Station
23 - Champhai North (ST)	- 30
24 - Champhai South (ST)	- 25
25 - East Tuipui (ST)	- 29
<b>Total</b>	- <b>84</b>

**K. HEALTH & FAMILY WELFARE**

No. of Hospitals	- 3 (Govt. 1+Pvt. 2)
No. of Community Health Centres	- 2
No. of Primary Health Centres	- 11
No. of Health Sub-Centres	- 59
No. of Health Sub-Centres (Clinic)	- 26

**L. ANIMAL HUSBANDRY AND VETERINARY**

No. of Doctor	- 8
No. of Rural Animal Health Centers	- 6
Vety. Supervisor (VS)	- 5
VFA	- 4
No. of Veterinary Hospitals	- 1
No. of Surveillance Officer Office	- 2
No. of Veterinary Dispensaries	- 5

**M. POSTAL SERVICES OF INDIA**

PIN CODE	- 796321
No. of Sub-Post Offices	- 2
No. of Branch Post-offices	- 34
Total No. of Villages	- 62

**N. FIRE AND EMERGENCY SERVICES**

1. Station Officer	: 01
2. Leading Fireman	: 01
3. Firemen	: 05
4. Driver	: 02
5. Constable	: 01
6. Vehicle	: 02
<b>Total</b>	<b>: 12</b>

**O. DEPLOYMENT OF POLICE PERSONNEL IN CHAMPHAI DISTRICT****(i) Police Office in Champhai District**

(A) No. of Police Stations	- 3
(B) No. of Duty Posts	- 1

**(ii) Deployment of Police Personnel in Champhai District**

1. Superintendent of Police	- 01
2. Additional Superintendent of Police	- 01

3.	Deputy Superintendent of Police	-	01
4.	SDPO	-	01
5.	Inspector	-	04
6.	Sub- Inspector	-	09
7.	Assistant Sub-Inspector	-	06
8.	Police Personnel	-	114
	<b>Total</b>	-	<b>136</b>

**P. DEPLOYMENT OF DEPLOYED AT TRAFFIC BRANCH**

1.	Asst. Sub-Inspector	-	01
2.	Head Constable (UB)	-	NIL
3.	Constable	-	17
	<b>Total</b>	-	<b>18</b>

**Q. DEPLOYMENT OF SDRF IN CHAMPHAI DISTRICT**

No. of SDRF deployed	-	NIL
----------------------	---	-----

**R. NEWSPAPER**

1. Pasaltha	-	Champhai RD Block
2. Rihlipui	-	Champhai RD Block
3. Lenrual	-	Champhai RD Block

**S. BANKING FACILITIES**

1. SBI	-	3
2. MRB	-	7
3. MCAB	-	1
4. CANARA	-	1
5. HDFC	-	1
6. IDBI	-	1
7. PNB	-	1
8. AXIS	-	1
<b>Total</b>	-	<b>16</b>

## CHAPTER 1 INTRODUCTION

“Disaster” means a catastrophe, mishap, calamity or grave occurrence in any area, arising from natural or man-made causes, or by accident or negligence which results in substantial loss of life or human suffering or damage to, and destruction of property, or damage to, or degradation of environment, and is of such a nature or magnitude as to be beyond the coping capacity of the community of the affected area.

“Disaster management” means a continuous and integrated process of planning, organising, coordinating and implementing measures which are necessary or expedient for –

- i) Prevention of danger or threat of any disaster;
- ii) Mitigation or reduction of risk of any disaster or its severity or consequences;
- iii) Capacity-building
- iv) Preparedness to deal with any disaster;
- v) Prompt response to any threatening disaster situation or disaster;
- vi) Assessing the severity or magnitude of effects of any disaster;
- vii) Evacuation, rescue and relief;
- viii) Rehabilitation and reconstruction;

### **Disaster Management Plan**

Disaster causes at times, sudden disruption to normal life of a society and causes damages to property and lives to such an extent that normal social and economic mechanisms available to the society get disrupted. In such cases, the existence of a disaster management plan plays a vital role. This would help the functionaries to respond to and also to issue directions to the other officials for effective management. District Disaster Management Plan (DDMP) is a document that allows the district administrations as well as the general public and NGOs to prepare for, mitigate and respond to disaster effectively. However it is felt that a comprehensive and holistic look at disaster, whether natural or man-made is imperative for an effective and implementable plan of action. The district disaster management plan contains the aims and objectives of the plan, profile of the district, hazard/risk, vulnerability analysis, disaster preparedness and mitigation and response plan for the District Disaster Management Authority and various Management Teams.

Champhai District is one of the disaster prone districts in Mizoram which falls under Zone-V of earthquake. It experiences landslides, cloud burst, cyclone, hailstorm, forest fire and road accidents. This necessitates a series of measures designed as a detailed plan of action in the eventuality of any disaster.

### **1.1 Aims of the District Disaster Management Plan**

Champhai District is a multi-hazard prone district to calamity such as Cyclone, earthquake, forest fire, landslides, cloud burst, hailstorm, road accident and epidemic. The entire District of Champhai is situated in seismic zone –V which is prone to moderate-to-high intensity earthquakes. So the disaster management planning of the district may refer to the inevitable plan, strong link up between the top & bottom of administrative unit and to the grass root level transmission link. It is no doubt that the formulation of disaster plan is for the preparedness and commitment of its positive implementation at the hour of crisis.



## 1.2 Objectives of the Plan

The Champhai District Disaster Management Plan is formulated with a view to create an effective and realistic strong fail proof communication, authentic and accurate database, full proof documentation and rehearsal in the community in the shortest possible time with minimum simple orders and procedures so that the people will get maximum benefit. The plan envisages and ensures that the community shall actively participate in all levels with optimum utilization of men, materials available resources etc. with no gaps or no overlaps to prevent loss of lives and minimize loss to property. The objectives of the present plan are:-

- 1) To identify the areas vulnerable to major types of hazards in the district.
- 2) To adopt proactive measures at district level by all govt. departments to prevent disaster and mitigate its effects.
- 3) To define and assign the different tasks and responsibilities to stakeholders during the pre-disaster and post – disaster phases of the disaster.
- 4) To enhance disaster resilience of the people in the district by way of capacity building.
- 5) To set up Emergency Operation Centre at the District level to function effectively in search, rescue, response.
- 6) To make use of media in disaster management.

## 1.3 Authority for District Disaster Management Plan: DM Act 2005

In pursuance to the provisions under Section 25 of the Disaster Management Act, 2005, the Governor of Mizoram constituted the “District Disaster Management Authority” for Champhai District with the following composition.

- |                            |   |   |
|----------------------------|---|---|
| 1. Chairperson             | : | Deputy Commissioner (DC)  |
| 2. Co-Chairperson          | : | Project Director, DRDO  |
| 3. Members                 | : | 1) Superintendent of Police<br>2) Chief Medical Officer<br>3) Executive Engineer, PWD<br>4) Executive Engineer, PHE |
| 4. Chief Executive Officer | : | Additional Deputy Commissioner  |
| 5. Ex-Officio              | : | 1) SDC i/c DM&R<br>2) District Organizer, DM&R  |

District Disaster Management Authority (DDMA) under the Chairmanship of the Deputy Commissioner is the apex body in the district to oversee and supervise the disaster management. The Authority makes a plan and monitors routine preparedness for different types of calamities for minimal effects of disaster, draw a response mechanism and coordinate linkages of all departments and agencies in tackling the problems of disaster.

## 1.3 Evaluation of District Disaster Management Plan

Section 31 of Disaster Management Act 2005 (DM Act), makes it mandatory to have a disaster management plan for every district. DDMP shall include Hazard Vulnerability Capacity and Risk Assessment (HVCRA), prevention, mitigation, preparedness measures, response plan and procedures. The District Disaster Management Plan (DDMP) is the guide for achieving the objective i.e. mitigation, preparedness, response and recovery.

#### **1.4 Stakeholders and Their Responsibilities**

At the District level, District Disaster Management Authority, with the District Collector/ Deputy Commissioner designated as Responsible Officer (RO), and other line departments at district headquarters are responsible to deal with all phases of disaster management within the district. Other technical institutions, community at large, local self-governments, NGO's etc. are also stakeholders of the District Disaster Management Plan.

##### **Duties of the Deputy Commissioner:**

- i. To facilitate and coordinate with all local Government bodies to ensure that pre and post disaster management activities in the district are carried out.
- ii. To assist community training, awareness programmes and the installation of emergency facilities with the support of local administration, non-governmental organisations and the private sector.
- iii. To function as a team leader and take appropriate actions to smoothen the response and relief activities to minimize the adverse impact of disaster.
- iv. To recommend the Commissioner of Relief (CoR) and State Government for declaration of disaster.

##### **Duties of the Local Authorities:**

- i) To provide assistance to the Deputy Commissioner in disaster management activities.
- ii) To undertake capacity building measures and awareness and sensitization of the community.
- iii) To ensure that all construction projects under it conform to the standards and specifications lay down.
- iv) Each department of the government in a district shall prepare a disaster management plan for the district. The local authorities need to ensure that relief, rehabilitation and reconstruction activities in the affected area, within the district, are carried out.

##### **Duties of the Private Sector:**

- i) The private sector should be encouraged to ensure their active participation in the pre-disaster activities in alignment with the overall plan developed by the DDMA or the Collector.
- ii) They should adhere to the relevant rules regarding prevention of disasters, as may be stipulated by relevant local authorities.

##### **Duties of the Community Groups and Volunteer Agencies:**

- i) Local community groups and voluntary agencies including NGOs normally help in prevention and mitigation activities under the overall direction and supervision of the DDMA or the Deputy Commissioner.
- ii) They should be encouraged to participate in all training activities as may be organised and should familiarize themselves with their role in disaster management.

##### **Responsibilities of Citizens:**

It is the duty of every citizen to assist the Deputy Commissioner or such other person entrusted with or engaged in disaster management whenever demanded generally for the purpose of disaster management.

### 1.5 How to Use District Disaster Management Plan Framework.

At the time of occurrence of any incident, disaster like situation, the DDMA shall hold an emergency meeting in a short period of time at convenient places to inform the stakeholders about the gravity of the situation and responsibility and task of each department/agencies to be performed immediately to face the situation.

### 1.6 Approval Mechanism of District Disaster Management Plan .

The DDMP is prepared on the basis of information received from the different line departments and in accordance with the prescribed model supplied by the Government. The draft DDMP is discussed in brief in the meeting of the DDMA for approval and then sent to the SDMA.

### 1.7 Plan Review and Updating.

Every year plan is reviewed / updated on the basis of the information collected from the line department and other agencies. It is expected that this plan will be revised and updated annually and become more and more comprehensive with the addition of more information and features. Any deficiency can be revised and strengthened to meet possible future emergencies.

### 1.8 List of Zonal Officers, District Disaster Management Authority ; Champhai District.

Name of Zone	Name of Zonal Officer	Area
Tuipuiral Zone	Pu N.Lalzarzova BDO, Khawbung RD Block. Ph.No.961243690	Khawbung RD Block
Vanhnuailiana	Pi Lalhruaitluangi BDO,Champhai RD Block Ph.No.9862614225	Kelkang, Dikawn, Mualkawi, Melbuk, Zokhawthar, Ruantlang, Mualveng, Tlangsam and Zote.
Vanapa Zone	Pu Moses Lalfakawma Tlau DLAO, Champhai Ph.No.8259951055	Ngur, Vapar, Murlen, North Diltlang, Hnahlan, Khuangphah, Vaikhawtlang, Tualcheng, Lunghunlian and Selam.
Thuthmun Zone-1	Dr.Vanlalnunpuii Ralte DTO, Champhai. Ph.No.8732853539	Bethel, Zion Veng, Vengthar, Venglai, Zotlang, New Champhai, Kanan Veng, Dinthar and Electric Veng.
Thuthmun Zone-2	Pu Manesia Khaimeichho SDO(S) Ph.No.8416048257	Chhungte, Jail Veng,Tuipui, Vengthlang, Kahrawt, Vengsang, Hmunhmeltha, North Khawbung and Vengthlang North.

## CHAPTER 2

### HAZARD, VULNERABILITY, CAPACITY AND RISK ASSESSMENT

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

#### 2.1 Hazard & Vulnerability Assessment

Hazards	Time of Occurrence	Potential Vulnerable	Impact area
Landslide	May-Oct	Loss of life, loss of infrastructure, loss of property	Entire District
Earthquake	Any-time	Loss of life, loss of houses, loss of infrastructure, loss of livestock etc.	Entire District
Fire	Any-time	Loss of life, loss of houses, loss of crops, loss of infrastructure	Entire District
Hailstorm	April-July	Loss of houses, loss of property	Entire District
Cyclone	March-Oct	Loss of life, loss of property, loss of crops etc.	Entire District
Road accident	Any-time	Loss of life, loss of property	On the road side
Pest attack and Epidemic diseases	Any time	Loss of crops and animal	Entire District
Flood	May-Oct	Loss of crops, loss of houses	Some part of the district
Electrical Disaster	Any-time	Loss of life, loss of property	Entire District

#### 2.2 Landslide:

Champhai, being in a hilly terrain, is prone to landslides. Due to heavy rainfall, loose soil and unstable geology, most villages in the district experience landslides every year. Landslides badly affected the highways and district rural roads frequently, mostly during monsoon period. The district often experiences transportation and communication problems.

#### 2.3 Earthquake:

Champhai district lies in Seismic Zone-V, which makes it vulnerable to earthquakes. And also due to absence of building bye laws, the present construction of houses is likely to cause a huge loss of life and property. There were abnormally high incidences of earthquake during 2020-2021 with 107 recorded earthquakes. The frequency has subsided but is still a cause for concern.

## **2.4 Flood:**

Some part of the district experience flash floods which bring about disasters since many areas of the cropland are located in the flood-plain. Huge losses of crops and life have been experienced during occurrence of flood. There are three rivers namely Tuipui River, Tiau River and Tuichang River which flow throughout the district. The flood-plain areas are the high risk zones of flood in the district.

## **2.5 Forest Fire:**

As per State of Forest Report 2011 of the Forest Survey of India, actual forest cover of Mizoram was assessed at 19,117 sq. km reckoning to 90.68% of the geographical area of the State. Very dense forest extend cover is 14.53 sq. km while moderately dense forest occupy 439.19 sq. km, open forest occupy 681.27 sq. Km and Non-forest cover is 367.77 sq.km. Most of the jhum lands come under open forest category.

Forest are broadly categorized under four main categories as per Champion and Seth (1968)-

- (i) Tropical Semi-Evergreen Forest (71.94%)
- (ii) Tropical Moist Deciduous Forest (27.40%)
- (iii) Sub-Tropical Pine-Forest (0.62%)
- (iv) Sub-Tropical Broad-leave Hill Forest (0.04%)

Forest cover in Champhai District as per SFR, 2019 is 1134.99 sq. km which is 75.53% of the total geographical area of 1,502.76 sq. km; however, of the 1134.99 sq. km forest cover, moderately dense forest occupy 439.19 sq. km while open forest extends over 1,046 sq. km. Forest ecosystem of Mizoram is unique with variety of tropical flora and fauna of which few species are either extinct, rare, endangered or threatened. Although north-eastern region is globally identified as a mega-diversity zone and a hot-spot of precious gene-pool yet the ecosystem is fragile due to over exploitation of forest resources and incessant destruction of vegetation together with fauna under the age-old practice of jhum cultivation and hunting.

## **2.6 Drought**

Champhai District is situated in the eastern part of Mizoram state which enjoys tropical monsoon climate owing to its tropical location. It falls under the direct influence of the south west monsoon which receives an adequate amount of rainfall during the monsoon season. The average rainfall of Champhai District is 2,703 mm per annum.

The trend and pattern of rainfall distribution in a particular place has a close correlation with the incidence of drought. The Champhai District receives good amount of monsoon rains from May to October, hence the occurrence of drought is less imminent during this period. However, during the rest of the month i.e from November to April, the entire Champhai District experiences a period of dry spell due to withdrawal of monsoon wind (except few showers from first part of March to the end of April). Therefore the district is quite vulnerable during this period. There was a long spell of drought right from October 1998 to the end of April 1999 causing colossal loss of agricultural crops during khariff season in Champhai District. Many streams dried up and paddy as well as other serial seeds dribbled in jhum areas could not germinate. The impact of the 1998-1999 droughts was felt more intensely in the rural areas where the only source of income was from agricultural products and livestock. Due to failure of agricultural and horticultural crops, there was an acute



shortage of animal feeds and fodder for cattle and poultry with the result that numbers of cattle, pigs and poultry perished.

## 2.7 Hailstorm.

In Champhai District, during the monsoon season the air temperature become below freezing point which is a perfect condition for the formation of hailstones above the air in atmosphere. The hailstorms are usually accompanied by rain, thunder and storm as a result, the property and crop are quite susceptible to destruction. The houses in Champhai District are mostly built with tin-roof and asbestos walls. Therefore such houses are prone to destruction by hailstorm. The size of the hail varies from 1 to 4 cms. in diameter which is big enough to break through the tin roof and asbestos.

## 2.8 Pest Attack

The whole agricultural area of the district is vulnerable to pest attack in one form or the other. At its extreme, Champhai District experiences Mautam, an ecological phenomena which occurs every 48 years in Mizoram. This is characterized by a sudden boom in rat population also known as rat flood that often result in famine.

**Mautam:** In Mizoram, there have been periodic cycles in famine viz. Mautam and Thingtam. Mautam in 30<sup>th</sup> year after Thingtam and Thingtam in the 18<sup>th</sup> year after Mautam. The effects of the two famines are however different in magnitude and Mautam is considered to be more devastating than Thingtam.

Mautam is associated with the flowering of Mautak (*Medocanebamhusoides*), which is found in abundance in the state while the particular species of bamboo viz. Bamboos a tulda with which Thingtam is associated is scarce. The last known Thingtam happened in the year 1977. Going back to 18 years before this time, as per the cycle indicated above, the last Mautam happened in the year 1959. In the same way 30 years before 1959 was 1929, the year of Thingtam famine. Likewise, 18 years before 1929 was 1911, the year of Mautam which was the foremost and clearly known year of Mautam.

There was no educational institution in the then Lushai Hills now known as Mizoram and there is no record whatsoever about the Thingtam famine that struck the land except the brief account of 1881 by E.R. Elles which is produced as under-

1862	:	The First Mautam famine
1881	:	The first recorded Thingtam famine in Mizo history.
1919	:	The second recorded Mautam famine in Mizo history
1929	:	The second Thingtam famine
1959	:	The second Mautam famine
1977	:	The third Thingtam famine
2007	:	The third Mautam famine

Bamboo forest area occupies 6,446 ha of the total geographical area i.e. about 31% of the total area. Gregarious flowering of bamboo *Baccifera* (Mautam) is a well-known phenomenon in Mizoram occurring every 48 years. This leads to explosion of rodent population and devastation standing crops and stored grains leading to famines. While there is no known method of preventing bamboo flowering, the State Government had adopted a comprehensive Bamboo Policy in the year 2002. Some of the action points listed in the bamboo policy are:-

- (i) Promotion of bamboo sector as a substitute to wood.
- (ii) Promotion of awareness of bamboo as 'green gold' among farmers, traders and industrialists to galvanize full utilization in the rural industrial sector.
- (iii) Harvesting of existing bamboo resources.
- (iv) Effective exploitation of the economic potential of bamboo before the impending 'Mautam'.
- (v) Establishment of linkages between Bamboo Plantation Growers and Bamboo Enterprises, industries and craft centres.

State government had finalized an ambitious plan for taking up bamboo cultivation. Two ha of land will be allotted per family for a 3 year period. Land certificate would be issued if the land is found to be properly utilized. For allotment of lands, Agriculture Land Allotment Advisory Committees have been set up by the State Government to cover all the villages in the state. Role of banks in the plan is yet to be defined. A tissue Culture Laboratory to generate improved varieties of bamboo seeds for replacement of the existing variety is also proposed to be set up during 2004 - 05 by the State Government.

## 2.9 Heat/Cold Wave

Champhai District is situated between 23 5' to 24 35' North Latitude and 92 3' to 93 East Longitude. The district is covered by Humid Sub-tropical Hill Zone and Humid Mild Tropical Zone. The range of temperature of the region is 11 C to 35 C and the amount of snow is 0 cm throughout the year. Hence there is no danger or threat of heat or cold wave in the district.

Major Natural Disasters Recorded in Champhai District		
Date	Disaster	Remarks
1862, 1911, 1959, 2006-7	Bamboo Flowering (Melocanabacifera)	Known as "Mautam" in the local dialect, occurs every 48/49 years causing famines resulting from pest (rodent) attack as the bamboo fruit is believed to cause huge increase in rodent population.
1881, 1928, 1976	Bamboo flowering (Bambusa Tulda)	Known as "Thingtam" in the local dialect, affects the Bambusa Tulda species, which is the second most common species in the state. It occurs every 47/48 years. The next one is expected to occur in the year 2023-24.
1876	Cyclone	This is known as "Thlichhetlehkum" in the local dialect which means "year of severe cyclonic storm"
1929	Cloudburst & Landslide	Known as "Minpuikum" in the local dialect, it rained incessantly for 10 days between June 1-10 resulting in numerous landslides across the whole of the state
1990	Landslide/ Subsidence	Landslide occurred at Ngopa village.

### Major Natural Disasters Recorded in Champhai District

Date	Disaster	Remarks
2006	Landslide/ Subsidence	45 buildings and 55 families were affected at Ngopa village.
2007	Landslide/Sinking	Occurred at two VC areaa of Khawzawl town
March – April 2010	Cyclonic storm & hailstorm	Devastated many houses & crops throughout the state.
2010	Land subsidence	Ngopa town – 10 houses destroyed/dismantled.
2010	Landslide/Sinking	Occurred at Khawzawl town
2015	Landslide	Occurred at Kanan Locality in Champhai Town
2016	Cyclonic storm & hailstorm	685 houses were destroyed in Champhai District
2017	Flood	Some parts of the District experience flash flood which brought a huge loss of crops.
2018	Heavy Rain	Devastated many houses and crops throughout the District
2020	Earthquake & Landslide	Earthquake occurred more than 100 times in Khawbung RD Block and some parts of Champhai RD block. Severe landslide occurred at different parts of the District. One of the major affected areas is Kanan cemetry in Champhai Town.
2021	Landslide and Flood	Severe landslide occurred at different parts of the District and some parts of the District experienced flash flood which brought a huge loss of crops. 452 victims were given Natural Calamity relief assistance from SDRF due to flood.
2022	Landslide, Flood and Cloudburst	Landslide occurred at different parts of the District and some parts of the District experienced flash flood which brought a huge loss of crops. Moreover, Cloudburst occurred in the month of April and May.

## CHAPTER 3 INSTITUTIONAL ARRANGEMENTS FOR DISASTER MANAGEMENT

### 3.1 DM Organizational Structure at the National Level

National Disaster Management Authority:

- (1) The National Authority shall consist of Chairperson
- (2) The Prime Minister of India, who shall be the Chairperson of the National Authority, ex officio
- (3) Other members not exceeding nine, to be nominated by the Chairperson of the National authority
- (4) The Chairperson of the National Authority may designate one of the members nominated under clause (b) of sub-section (2) to be the Vice- Chairperson of the National Authority.
- (5) The Term of office and conditions of service of members of the National Authority shall be prescribed.

### National Executive Committee

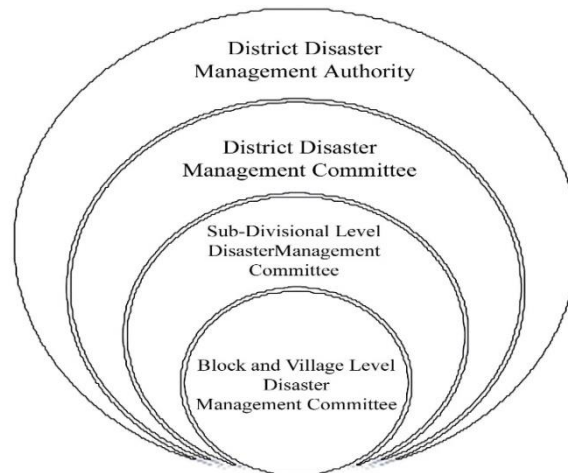
- (1) The central Government shall, immediately after issue of notification under sub-section (i) of section 3, constitute a National Executive Committee to assist the National Authority in the performance of its functions under this act.
- (2) It consists of the secretary to the Govt. of India in charge of the Ministry or Department of the Central Government having Administrative Control of the Disaster management, who shall be the Chairperson, ex officio

### 3.2 DM Structure at the State Level

The Government of Mizoram has constituted and notified the State Disaster Management Authority as per the National Disaster Management Act 2005 with the Chief Minister as the Chairman and Minister in charge of Disaster Management as Vice Chairman. There are also other 6 ministers amongst the members, along with the Chief Secretary as Chief Executive Officer. This is the highest body for policy formulation and taking appropriate decision in regards to disaster risk reduction activities in the State. The organisation of SDMA, Mizoram is as follows:

Chairman	:	Chief Minister
Vice Chairman:		Minister (Disaster Management & Rehabilitation)
Members:	1)	Chief Secretary (Chief Executive Officer)
	2)	Home Minister
	3)	Agriculture Minister
	4)	PHE Minister
	5)	H & FW Minister
	6)	LAD Minister
	7)	UD &PA Minister
	8)	Specialist, DM&R

### 3.3 DM Organizational Structure at the District Level.



### 3.4 District Disaster Management Authority

In pursuance to the provisions under Section 25 of the Disaster Management Act, 2005, the Governor of Mizoram constituted the “District Disaster Management Authority” for Champhai District with the following composition.

1. Chairperson : Deputy Commissioner.
2. Co- Chairperson : Project Director, DRDA.
3. Members : 1) Superintendent of Police.  
2) Chief Medical Officer.  
3) Executive Engineer, PWD.  
4) Executive Engineer, PHE.
4. Chief Executive Officer : Additional Deputy Commissioner
5. Ex-Officio : 1) SDC i/c, DM&R.  
2) District Organizer, DM&R.

### 3.5 Powers of Chairperson of District Disaster Management Authority

- (1) The Chairperson of the District Authority shall, in addition to presiding over the meetings of the District Authority, exercise and discharge such powers and functions of the District Authority as the District Authority may delegate.
- (2) The Chairperson of the District Authority shall, in the case of an emergency, have power to exercise all or any of the powers of the District Authority but the exercise of such powers shall be subject to ex post facto ratification of the District Authority.
- (3) The District Authority or the Chairperson of the District Authority may, by general or special order, in writing, delegate such of its or his powers and functions, under subsection (1) or (2), as the case maybe, to the Chief Executive Officer of the District Authority, subject to such conditions and limitations, if any, as it or he deems fit.

### 3.6 Powers and functions of District Disaster Management Authority

- (1) The District Authority shall act as the district planning; coordinating and implementing body for disaster management and take all measures for the purposes of disaster management in the district in accordance with the guidelines laid down by the National Authority and the State Authority.
- (2) Without prejudice to the generality of the provisions of subsection (1), the District Authority may-



- (i) prepare a disaster management plan including district response plan for the district;
- (ii) Coordinate and monitor the implementation of the National Policy, State Policy, National Plan, State Plan and District Plan;
- (iii) ensure that the areas in the district vulnerable to disasters are identified and measures for the prevention of disasters and the mitigation of its effects are undertaken by the departments of the Government at the district level as well as by the local authorities;
- (iv) 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 the local authorities in the district;
- (v) 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;
- (vi) 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;
- (vii) Monitor the implementation of disaster management plans prepared by the Departments of the Government at the district level;
- (viii) 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 thereof;
- (ix) monitor the implementation of measures referred to in clause (viii);
- (x) 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;
- (xi) 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;
- (xii) organise and coordinate specialised training programmes for different levels of officers, employees and voluntary rescue workers in the district;
- (xiii) facilitate community training and awareness programmes for prevention of disaster or mitigation with the support of local authorities, governmental and non-governmental organisations;
- (xiv) set up, maintain, review and upgrade the mechanism for early warnings and dissemination of proper information to public;
- (xv) prepare, review and update district level response plan and guidelines;
- (xvi) coordinate response to any threatening disaster situation or disaster;
- (xvii) ensure that the Departments of the Government at the district level and the local authorities prepare their response plans in accordance with the district response plan;
- (xviii) lay down guidelines for, or give direction to, the concerned Department of the Government at the district level or any other authorities within the local limits of

- the district to take measures to respond effectively to any threatening disaster situation or disaster;
- (xix) advise, assist and coordinate the activities of the Departments of the Government at the district level, statutory bodies and other governmental and non-governmental organisations in the district engaged in the disaster management;
  - (xx) coordinate with, and give guidelines to, local authorities in the district to ensure that measures for the prevention or mitigation of threatening disaster situation or disaster in the district are carried out promptly and effectively;
  - (xxi) provide necessary technical assistance or give advice to the local authorities in the district for carrying out their functions;
  - (xxii) review development plans prepared by the Departments of the Government at the district level, statutory authorities or local authorities with a view to make necessary provisions therein for prevention of disaster or mitigation;
  - (xxiii) examine the construction in any area in the district and, if it is of the opinion that the standards for the prevention of disaster or mitigation laid down for such construction is not being or has not been followed, may direct the concerned authority to take such action as maybe necessary to secure compliance of such standards;
  - (xxiv) identify buildings and places which could, in the event of any threatening disaster situation or disaster, be used as relief centres or camps and make arrangements for water supply and sanitation in such buildings or places;
  - (xxv) establish stockpiles of relief and rescue materials or ensure preparedness to make such materials available at a short notice;
  - (xxvi) provide information to the State Authority relating to different aspects of disaster management;
  - (xxvii) encourage the involvement of non-governmental organisations and voluntary social-welfare institutions working at the grassroots level in the district for disaster management;
  - (xxviii) ensure communication systems are in order, and disaster management drills are carried out periodically;
  - (xxix) perform such other functions as the State Government or State Authority may assign to it or as it deems necessary for disaster management in the District.

### **3.7 Powers and functions of District Authority in the event of any threatening disaster situation or disaster.-**

For the purpose of assisting, protecting or providing relief to the community, in response to any threatening disaster situation or disaster, the District Authority may-

- (a) Give directions for the release and use of resources available with any Department of the Government and the local authority in the district;
- (b) Control and restrict vehicular traffic to, from and within, the vulnerable or affected area;
- (c) Control and restrict the entry of any person into, his movement within and departure from, a vulnerable or affected area;
- (d) Remove debris, conduct search and carry out rescue operations;
- (e) Provide shelter, food, drinking water and essential provisions, healthcare and services;
- (f) Establish emergency communication systems in the affected area;
- (g) Make arrangements for the disposal of the unclaimed dead bodies;

- (h) recommend to any Department of the Government of the State or any authority or body under that Government at the district level to take such measures as are necessary in its opinion;
- (i) require experts and consultants in the relevant fields to advise and assist as it may deem necessary;
- (j) procure exclusive or preferential use of amenities from any authority or person;
- (k) construct temporary bridges or other necessary structures and demolish structures which may be hazardous to public or aggravate the effects of the disaster;
- (l) ensure that the non-governmental organisations carry out their activities in an equitable and non-discriminatory manner;
- (m) take such other steps as may be required or warranted to be taken in such a situation.

### **3.8. District Disaster Management Committee (DDMC)**

- 1. Chairman : Deputy Commissioner
- 2. Co-Chairman : Additional Deputy Commissioner
- 3. Member Secretary : District Urban Development Officer, UD&PA, Champhai.
- 4. Members :
  - 1) Superintendent of Police, Champhai
  - 2) Project Director, DRDO, Champhai.
  - 3) Executive Engineer, P & E, PWD, PHED, I&WR.
  - 4) Divisional Forest Officer, Champhai.
  - 5) Sub-Divisional Officer (Sadar)
  - 6) District Sports & Youth Services, Champhai.
  - 7) DLAO, LAD; Champhai.
  - 8) Settlement Officer, LR&S; Champhai.
  - 9) District Civil Supplies Officer, Champhai.
  - 10) District Agriculture Officer, Champhai.
  - 11) Divisional Horticulture Officer, Champhai.
  - 12) District Education Officer, Champhai.
  - 13) Medical Superintendent, Civil Hospital, Champhai.
  - 14) Chief Medical Officer, Champhai.
  - 15) Principal, Govt. Champhai College.
  - 16) Principal, GMHSS.
  - 17) President, Sub- Hqrs: YMA, MHIP, MUP&MJA.
  - 18) O.C., 74 RCC (GREF).
  - 19) DIPRO, Champhai.
  - 20) Nodal Officer (DM&R).
  - 21) District Organizer (DM&R)
  - 22) Station Officer, F&ES, Champhai.

#### **3.8.1 Terms of reference of District Disaster Management Committee**

- 1. On the spot decision making.
- 2. Control and coordination of response and recovery activities in the district.
- 3. Resource mobilization and replenishment.
- 4. Monitor overall response and recovery activities of concerned stakeholders of the decision taken by District Disaster management
- 5. Preparation of reports for submission to the state government.

6. Monitor, control and supervise the activities of Sub-Division, Block and Village disaster Management Committees.
7. Initiate and monitor Mock drill at various levels as per the direction of District Disaster Management Authority.
8. To facilitate preparation of District Disaster Management Plan.
9. The committee will work as a link between the District Disaster Management Authority and its agencies involved in the disaster management activities.

### **3.9 Forest Fire Prevention Committee**

#### **1. District Level Fire Prevention Committee**

- Chairman : Deputy Commissioner, Champhai  
 Members Secretary : DFO, Champhai  
 Member : SP, DLAO, DEO & SDEO, Champhai  
 Heads of Colleges and Schools  
 Presidents, Sub-Hqrs. YMA, MUP, MHIP, MJA  
 Presidents, Branch YMA, MUP, MHIP within Champhai  
 Town, Presidents, VCs within Champhai town

#### **2. Sub-Divisional/Block Level Fire Prevention Committee:**

- Chairman : SDO/ BDO  
 Members Secretary : RO, Forest  
 Members : Presidents, Jt. Branch YMA, MUP, MHIP, Heads of Schools,  
 VCPs

#### **3. Village Level Fire Protection Committee:**

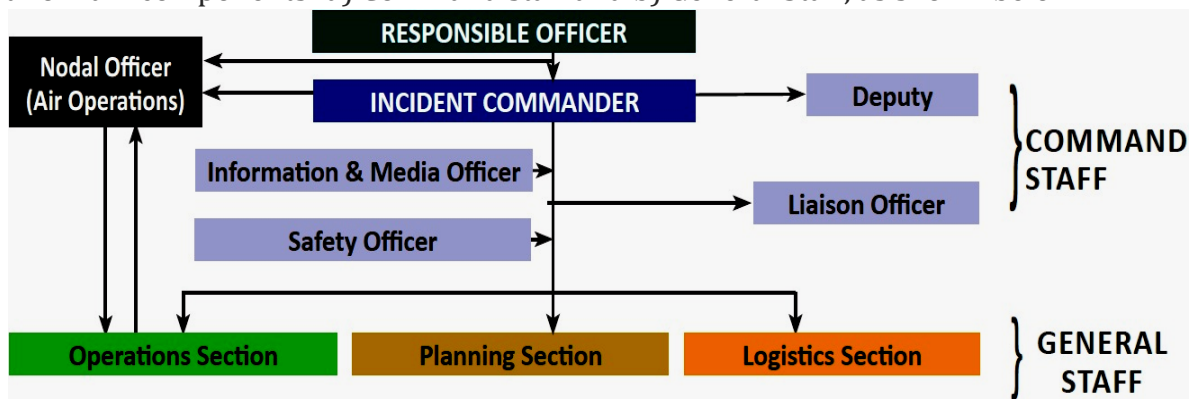
- Chairman : VCP  
 Members Secretary : RO/ Beat Officer (if any)  
 Members : Presidents, Branch YMA, MUP, MHIP, Head of Schools,  
 VC members & Secretary, Church Leaders

### **3.10 IRS in the District**

Incident Response System (IRS) incorporates all the tasks that may be performed during Disaster Management irrespective of their level of complexity. It envisages a composite team with various sections to attend to all the possible response requirements. It provides a standard approach to the management of the disaster site of any small or large scale disaster event. IRS is one of the model tools for command, control and coordination of a response mechanism, which provides a means to coordinate the efforts of individual agencies as they work towards the common goal of stabilizing the incident and protecting the life, property and the environment.

The IRS organization functions through Incident Response Teams (IRTs) in the field. In line with the administrative structure and DM Act 2005, Responsible Officers (ROs) have been designated at the State and District level as overall in charge of the incident response management while the Incident Commander (IC) will manage the incident through IRTs. The IRT is a team comprising of all positions of IRS organization as shown in figure below headed by IC. The IRTs will be pre-designated at all levels of State and District. On receipt of early warning, they will be activated by the Responsible Officer. A Nodal Officer has to be designated for proper coordination between the District, State and National level in activating

air support for response. Apart from the Responsible Officer and Nodal Officer, the IRS has two main components- a) Command staff and b) General Staff, as shown below:



IRS POSITION	APPOINTED OFFICERS		CONTACT NO.
<b>RESPONSIBLE OFFICER</b>	James Lalrinchhana, MCS, DC		9436156923
<b>INCIDENT COMMANDER</b>	Lalrinawma MCS, PD, DRDO		8413852004
<b>DY INCIDENT COMMANDER</b>	Vineet Kumar, IPS, SP		9582201772
<b>INFORMATION &amp; MEDIA OFFICER</b>	Dr. Lallawmkima, MIS, DI&PRO		8974138751
<b>LIAISON OFFICER</b>	Manesia Khaimeichho, MCS, SDO (S)		8416048257
<b>SAFETY OFFICER</b>	Dr.Vanlalnunpuii Ralte SDC i/c DM&R		9612221063
<b>OPERATIONS SECTION CHIEF</b>	Lalmalsawma Hnamte MPS, Addl.SP.		9615029828
<b>Staging Area Manager</b>	Lalhruaitluangi, MCS, BDO, Champhai.		9862614255
	N.Lalzarzova, MCS, BDO, Khawbung		9436318663
<b>Response Branch Director</b>	K. Zorammuana, MCS, Addl. DC		9856090757
<b>Task Force/Strike Team</b>	<b>IRS POSITION</b>	<b>APPOINTED OFFICERS</b>	<b>CONTACT NO.</b>
	SDRF	Saidingliana Sailo, MPS, Commandant, 2nd IR Battalion, Khawzawl.	6909316519
	F&ES, MAP, MRP etc.	F.Lalchhandama, SO,F&ES	9862859946
	S&YS	Manesia Khaimeichho DS&YO	8416048257
	QRT	VL.Hruaimawia, DO, DM&R / DEOC	9862767718
	YMA	President, Sub-Hqrs. YMA.	9862614280
	VC	Chairman, VLDMC & President, YMA respective Branch	
<b>IRS POSITION</b>	<b>APPOINTED OFFICERS</b>	<b>CONTACT NO.</b>	
Single Resource	ZD. Dengthuama, EE, PWD.	9862929212	
	Lalremtluanga, EE, P&E.	8414052900	
Transportation Branch	Dr.Vanlalnunpuii Ralte, MCS, DTO.	9862234496	
<b>ROAD GROUP</b>			
Group in – charge	Dennis Vanlallura, MPS, Dy. SP (Hqrs.)	8014689749	
Vehicle Co-ordinator	R.Lalhruaitluanga, MVI	8413932698	
Loading in-charge/ Unloading in-charge	Vanlalthanga, OC,Police Station,Champhai.	9612194615	
<b>WATER GROUP</b>			
Group in-charge	Thanchungnunga, SE, PHE.	9436141778	
Coordinator	ZD. Dengthuama, EE, PHE .	9862929212	
<b>AIR OPERATIONS GROUP</b>			
Group in-charge	Manesia Khaimeichho, MCS, SDO (S).	8416048257	
Helipad in-charge	ZD. Dengthuama, EE, PWD.	9862929212	
Loading in-charge/Unloading i/c.	Thangchuanga, Asst. Commissioner, E&N.	9436192692	



<b>PLANNING SECTION</b>		
<b>IRS POSITION</b>	<b>APPOINTED OFFICERS</b>	<b>CONTACT NO.</b>
<b>Planning Section Chief</b>	K. Zorammuana, MCS, Addl. DC	9436156923
Resource Unit	Manesia Khaimeichho, MCS, SDO(S)	8416048257
Check in-status Recorder	Lalbiakchama Chawngthu, MFS, DFO	
Situation Unit	Dennis Vanlallura, MPS, Dy.SP(Hqtr)	8014689749
Display Processor	Dr. Lallawmkima Thangluah, MIS, DI&PRO	8974138751
Field Observer	Lallawmzuala, Secretary.YMA: Sub-Hqrs	8974709970
Weather Observer	R.Lalramhluni, DAO; Champhai	9862382549
Documentation Unit	Lalthlamuana Tochwawng, SDEO, Champhai	9862690859
Demobilization Unit	Lalmalsawma Hnamte, MPS; Addl.SP	9615029828
Technical Specialist	Thanchungnunga, SE, PHED	9436141778
	M.Lalhmingthanga ,SE,P&E	7005255124
	B.Vanlahruaii, EE,PWD	9436143007
<b>Logistic Section Chief</b>	Vineet Kumar IPS, SP	9582201772
Service Branch Director	Benzamin Zalawma Ralte DUDO,UD&PA	8826608104
Communication Unit	Malsawmdawngi, MPRO (wireless)	9856931404
Medical Unit	Dr.K.Zatluanga, Med. Supdt.	9862613766
Food Unit	C.C.Sakhawliana, DCSO	9436150077
Supporting Branch Director	Benzamin Zalawma Ralte, DUDO,UD&PA	8826608104
Resource Provisioning Unit	C.C.Sakhawliana, DCSO	9436150077
Facilities Unit	Mona Zote, Asst.commissioner of State Tax	9436159369
Ground Supporting Unit	Lalremtluanga, EE, P&E.	8414052900
Compensation/Claim Unit	Lalhruaitluangi, SO, LR&S.	8974591417
Procurement Unit	VL.Hruaimawia, DO,DM&R	9862767718
Cost Unit	Manesia Khaimeichho, SDO(S)	8416048257

### **3.10.1 Direction, Control and Coordination (Incident Response System):**

Incident Response System (IRS) provides a standard approach to the management of the disaster site of any small or large scale disaster event. IRS is one of the model tools for command, control and coordination of a response mechanism, which provides a means to coordinate the efforts of individual agencies as they work towards the common goal of stabilizing the incident and protecting the life, property and the environment.

The IRT is a team comprising of all positions of IRS organization as shown in figure below headed by IC. The IRTs will be pre-designated at all levels of State and District. On receipt of early warning, they will be activated by the Responsible Officer. A Nodal Officer has to be designated for proper coordination between the District, State and National level in activating air support for response. Apart from the Responsible Officer and Nodal Officer, the IRS has two main components- a) Command staff and b) General staff.

### **3.10.2 Command Staff:**

This section of IRS establishes the framework within which a single leader (IC) can manage the overall event response effort. One person is responsible with all authority to manage the situation successfully. If the disaster area is large, different command posts will take care of the different areas. In that case multiple incidence commanders can operate independently with one incident command. Incident Commander requires the following staffs to support the operation:

- Public Information Officer – the single media point for contact.
- Safety Officer – Responsible for identifying safety issues and fixing them for any operational issues.
- Liaison Officer – Point of contact for agency to agency issues.

### **3.10.3 General Staff:**

This section of IRS constitutes staffs that are responsible for planning, operation of DM activities, logistic support, finance and administration of disaster incident activities. Each of these sections has specific function in the overall response.

### **3.10.4 Planning Section (PS):**

This section has to support the disaster management effort by collecting, evaluating, disseminating information about the development of the emergency and status of all available resources. This section creates the action plan, often called Incident Action Plan (IAP), which shall guide the emergency operations/ response by objectives. The following are the six primary activities performed under the planning section:

- Collection, evaluation and display of incident intelligence and information.
- Preparing and documenting IAPs.
- Conducting long range and contingency planning.
- Developing plans for demobilization.
- Maintaining incident documentation.
- Tracking resources documentation.

### **3.10.5 Operations Section (OS):**

This section carries out the response activities described in the IAP along with coordinating and managing the activities. It coordinates action taken by the responding agencies and officials that are directed at reducing the immediate hazard, protecting lives and properties. This section manages the tactical fieldwork and assigns most of the resources used to respond to the event. Within operations, separate sections are established to perform different functions such as emergency services, law enforcement, public works etc.

### **3.10.6 Logistics Section (LS):**

The process of response includes personnel, equipments, vehicles, facilities etc., all of which will depend upon the acquisition, transport and distribution of resources, the provision of food and water and proper medical attention. The Logistic section is thus responsible for providing adequate services and support to meet all incident or event needs.

IRS requires the effort of general staffs, who are responsible for the execution of the emergency response services. They should be divided into units or groups, according to the requirement of the above component. A group or unit manages the resources at field. Groups are divided into various geographic units. Field operation depends either on function or geographical basis. The resources-wise three standards are used during the field operations and they are:

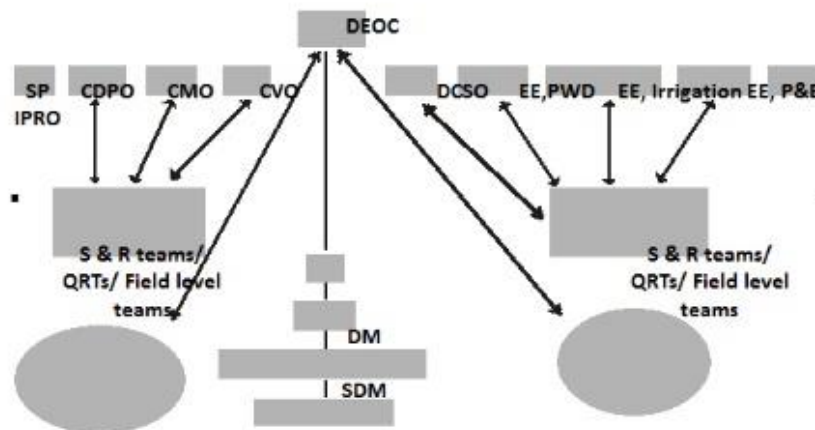
- Single resource – it is any resource
- Strike Team - a number of resources of same type organized together under a single leader and answering to a single radio call sign.

- Task Force – resources of different types together form a Task Force.

### 3.11 Emergency Operating Centre Setup and Facilities Available

Champhai has an exclusive Emergency Operation Centre (EOC)/Control Room at the office of the Deputy Commissioner. The DEOC is a functional round the clock set up with certain equipments for dealing with unforeseen disasters. This centre is intended to coordinate all disaster related activities in the district starting from preparedness to rehabilitation and reconstruction. District Emergency Operation Centre will be the nerve centre to monitor, co-ordinate and implement the action for disaster management.

#### 3.11.1 Flow of Information Chart



- \* DEOC- District Emergency Operation Centre
- \* DM- District Magistrate
- \* SDM- Sub-Divisional Magistrate
- \* S&R- Search & Rescue Team
- \* QRT-Quick Response Team

#### 3.11.2 Role of Emergency Operation Centre in Normal Time

The Deputy Commissioner of Champhai District may be empowered to appoint an Administrative Officer as Officer-in-charge of EOC. He will be responsible for the effective functioning of the EOC, Responsibilities of the EOC in charge in normal time include:

1. Ensure that all equipments in the EOC are in working conditions;
2. Collection of data on routine basis from line departments for disaster management.
3. Develop status reports of preparedness and mitigation activities in the district.
4. Ensure appropriate implementation of District Disaster Management Plan.
5. Maintenance of data bank with regular updating
6. Activates the trigger mechanism on receipt of disaster warning/occurrence of disaster.

#### 3.11.3 Role of Emergency Operation Centre during Disaster

On the basis of the message received from the forecasting agencies, warning has to be issued for the general public and the departments, which play a vital role during emergencies. Issuing correct and timely warning would be one of the prime responsibilities of EOC. For effective dissemination of warning EOC should have a well-planned line of communication. The DC shall be the competent authority to disseminate a disaster warning. The warning on occurrence of a disaster will also be communicated to:

1. Incident Response Team
2. All Emergency Support Functions
3. Members of DDMA, Champhai
4. Hospitals in the disaster area
5. State Relief Commissioner
6. Emergency Operation Centre in the neighbouring districts
7. National/ State Emergency Operation Centre
8. People's representatives from the district

Apart from this the District Emergency Operation Centre must arrange desks for the Emergency Support Function in its complex for better coordination and help. Simultaneously the onsite EOCs are to be set up with the help of the district EOC. Constant communication between the State EOC, District EOC and Onsite EOC is mandatory for updates on the disaster, which happened.

#### **3.11.4 Onsite Emergency Operation Centre (OEOC)**

Onsite Emergency Operation Centres (OEOC) are complementary units to District Emergency Operation Centre in the District (EOC), which will operate close to the disaster sites and will be linked directly with the District Emergency Operations Centre. Champhai District has designated the OEOCs, which are located in the two Sub-Divisional Office Complexes at Khawzawl and Ngopa. These strategic locations will help to cover operations in a calamity in the district in a few minutes time.

The concerned SDO / BDO will be the Commander-in-Chief at this level. The OEOCs will be physically activated only in time of a disaster. The concerned SDO of the OEOC unit would be responsible to execute activities at disaster site; however the tasks would be controlled and coordinated from EOC through nodal desk officers.

#### **3.13 Public - Private Partnership**

Champhai District has certain resources that can be immediately put to relief work in case of any disaster. There are NGOs, Voluntary Organizations working in the district who will help of the district administration in case of emergencies. There are a number of local newspapers and cable operators. These establishments will be used for educating and creating awareness among the public in normal times as well as in disaster situation.

#### **3.14 Forecasting and Warning Agencies:-**

- Indian Meteorological Department (IMD)
- Mizoram Remote Sensing Application Centre (MIRSAC)
- Mizoram State Meteorological Centre

## CHAPTER 4

### PREVENTION AND MITIGATION MEASURES

There is a shift of approach in disaster risk management in the country after few major disasters in the country in recent past. The current mode of action is more investment in preparedness, mitigation and prevention rather than in response. Preparedness helps in systematic management of disaster. Preventive measures mean to take necessary action for all those types of disaster prone to Mizoram, to minimize the effect such as reduction in loss of life, less damage of property etc. Early warning means establishing a safe communication system for quick dissemination of warning information, structural measures like construction of safe buildings or safe construction practices should be adhered to all new construction and reinforcement or retrofitting of the old and existing buildings.

#### **4.1 Special Project for preventing the disasters: National Safety Programme:**

A national school safety programme is pilot project of NDMA and Government of India. Under this project, Champhai District is selected from Mizoram. NSSP project focuses on School safety and taken up various activities like capacity building of teacher, student, awareness programme on Disaster management at school level on Disaster management, conducting hazards wise mock drill, preparation of school disaster management plan etc.

#### **4.1.2 Mega Mock Drill:**

In Champhai District, disaster risk reduction programme was conducted in the month of May, 2016. This programme focused on training of NGOs on disaster management. A disaster depends on the type of hazards and its intensity and vulnerability of the community. None can prevent any natural hazards but we can minimize the effect by strengthening the capacity of the vulnerable groups and reduce the risk factors. Some activities like strengthening new construction practices, environment protection, proper land use plan for the urban areas etc. can be undertaken by the State Government as well as the community to reduce the impact of natural disasters.

#### **4.1.3 Disaster Risk Reduction Week:**

Disaster Risk Reduction Week was conducted in the month of May, 2018 with the help of Directorate, DM&R, Aizawl. It focused on training of various stakeholders on Disaster Management Concept, Departmental DM Plan, Search & Rescue and School Disaster Management.

#### **4.2 Mitigation:**

Mitigation means activities taken up to reduce the impact of any hazard that cannot be prevented or evaded. Natural hazards like cyclone, monsoon rain or earthquake cannot be prevented; therefore, it is necessary to prepare ourselves to minimize the loss and sufferings that follow on these hazards occur. Mitigation is, therefore, closely associated with preparedness. A huge amount of public and private investment including precious lives could be lost if no preparation for reducing the risk is taken. Therefore, mitigation is an integral part of disaster management. There is a hairline difference between preparedness and mitigation. Sometimes, we cannot discriminate both of them. Mitigation efforts must not only be a priority for the repair, reconstruction and rehabilitation but must become a prerequisite for the development of the areas that have not been developed so far. The objectives of mitigation strategy are:

- To enhance the public awareness of disaster risk reduction and public demands for a safer communities to live and work
- To significantly reduce the risk to minimize the loss of life, injuries, loss of economics or loss of development initiatives, damage of infrastructures, which are the result of any disaster

The mitigation activities could be structural and non-structural also. The assumption of mitigation efforts are long terms and more expenditure, which would be treated as investment in terms of reduction of life loss and damage to infrastructure. The effective hazard assessment and the vulnerability analysis would project the probability of future damage/ losses. Some of the mitigation strategies suggested to the District authority to be adapted to minimize the effect of various disasters are as follows:

- Risk reduction measures ensure the long term economic development for the community as a whole rather than short term benefit to a specific interest.
- Risk reduction measures of one disaster should be compatible to the other risk reduction measures for other disasters.
- Community participation should be there in the entire mitigation programme to reduce the local risks.
- Proactive mitigation measures can reduce the response time and help in quick recovery.
- Hazard identification and risk assessment should be the focus of all mitigation strategy.
- All risk reduction measures shall always be compatible to the protection of nature and cultural resources of the State. Mitigation activity is to be recognized as an integral part of sustainable development and multi-disaster approach should be adopted.

### **4.3 Preventive Measures for Earthquake:**

#### **4.3.1 Structural Mitigation:**

- The best mitigation process for earthquake is to construct earthquake resistant buildings in safe location.
- Unsafe old building/ structures be reconstructed/retrofitted as per technical assessment to make the house safe from earthquake.
- Land-use planning is an essential part to minimize the effect of earthquake.
- The State has to have a building code and by law modified as per the national guideline and make sure that it is enforced strictly. The recommendations of Team of experts from the MHA should be incorporated in the bye laws to ensure that disaster risk reduction is embalmed totally in the Act and Rules.
- The State has to ensure the safety of buildings or institution where mass gathering usually takes place as in schools, public halls, etc.
- Strict regulation for approvals of building design and to ensure safe construction practices are followed while construction of new buildings is undertaken.
- Activate Hazard Safety Cell to do the optimum according to their term of reference.

#### **4.3.2 Non- structural Mitigation:**

- Mass education on safe construction practices and protection of human being from the earthquake. Practice 'Do's and Don'ts' on regular basis.
- Have mock drills with all institutions and buildings to ensure the preparedness level.
- Training of engineers and masons on safe construction practices

#### **4.4 Preventive Measures for Flood:**

##### **4.4.1 Structural Mitigation:**

- Strengthen the early warning system for accurate warning to the community.
- Storm drains are strengthened and cleared before rainy season.
- Land use planning is done properly to avoid mudslides and landslides due to heavy rainfall.
- Stream restoration can be done based on the rainwater carrying capacity to avoid flood due to rain pour.

##### **4.4.2 Non-Structural Mitigation:**

- Community awareness and education is required to prevent flood.
- Mapping of flood prone areas and flood risk mapping which can assist during pre-disaster decision making.
- Formulation of flood preparedness plan which includes emergency response planning and training, land-use regulation, flood proofing, setting alternative plans and local social structure strengthening

#### **4.5. Preventive Measures for Cyclone/ Wind:**

##### **4.5.1 Structural Mitigation:**

- Structural modifications in existing houses to keep the roof intact during heavy wind. Construction of Cyclone shelters can act as safe places to flee during cyclone.
- Construction of wind breakers to minimize the effect of high wind on the houses.

##### **4.5.2 Non-structural Mitigation:**

- Strengthen early warning system in the State. Coordinate with Meteorology Dept. to get localized cyclonic information and alert the people for preparedness.
- Use of technology to identify evacuation routes in case of emergency.
- Mapping, delineation and demarcation of cyclone hazard areas and sensitive vulnerable areas to high wind velocities.
- Design and control of Land-use at least critical activities are placed in vulnerable areas. Vulnerable areas can be kept for parks, grazing or playgrounds.

#### **4.6. Preventive measures for Landslides**

##### **4.6.1 Structural mitigation:**

- Landslides always occurred due to heavy rainfall. Identify all stream runoff and clear blocked areas before the rainy season, to avoid blockade.
- Maintain and protect both sides of river and stream to avoid erosion and improve the channels for free flow of water.
- Monitoring of landslide prone areas either through automated system or by preparation of hazard area maps and following up ground check on such prone areas during monsoon or rainy season.

##### **4.7.2 Non-structural Mitigation:**

- House site allotment should be considered only after careful consultation with and Use Plan to avoid risk against landslides and land-sinking.
- Soil testing should be mandatory before permission is considered for any new construction.



- Campaigns to create public awareness of warning services and protective measures, importance of insurance to encourage sound land-use and structural mitigation actions.

During summer season, the forest floor, roadside stretches and plantations are highly susceptible to fire damage due to inflammable dry leaves, dry grass, bamboo leaves and dry annual herbs. A slide kindling of burning material will take the shape of wild fire destroying the tree vegetation, bamboo and agricultural crops in no time. Apart from the loss of precious biological life, the burnt-up areas accelerates the process of soil erosion, dries up sub-soil water source beside destroying useful bacteria and micro-organism. In Mizoram, forest fires occurred as an annual feature mostly coinciding with jhum burning season. The loss sustained due to fire hazard is immense and irreparable influencing the flow of surface run off during monsoon and are the root cause for landslides and floods. Forest fire totally eliminated the woody vegetation with grasses or bamboo as a secondary growth on abandoned jhum land.

#### **4.7 Forest fire**

Forest is paramount importance to the people of the state as they provide food, shelter and water. Dependence on forests by the tribal population has been inherited since ages and will continue forever. Obviously the protection of forests is a sacred deed and that all are bound by the ethics to protect the forests and save precious vegetation and animal life.

##### **4.7.1 Main causes of forest fire in Champhai District: Manmade Fires:**

- (i) During jhum burning, highly inflammable bamboo flakes and kindling charcoal makes way through wind velocity and adjoining area and sets fire to dry grass and leaf litter. Neglect on the part of farmers to extinguish and control to the fire flames causes the spread of fire outside the jhum lands.
- (ii) Non clearance of safety zone around the jhum land (including Leipui/Huan) before the commencement of jhum burning.
- (iii) Carelessness to put off the fire during the annual road side clearing spreads fire into the adjoining forests and plantations.
- (iv) Usually the grazers/grass cutters and hunters, in order to obtain new flush of grass burn the forest floor intentionally and such repeated burning in the same locality ultimately eliminates the woody plants and even the palatable grasses, thus decreasing the forest value by declining productivity of fodder.
- (v) Neglect in extinguishing charcoal kilns inside clear forest.
- (vi) Burning the forest floor by miscreants or children out of ignorance and by hunters to obtain clear visibility of wild animals.
- (vii) Carelessness in control of burning operation during site preparation and annual fire line tracing.
- (viii) Throwing of burning cigarettes bunds by passers-by is sufficient to ignite dry grasses, shrubs and other leafy matters in the forest floor along the roads, footpaths during summer.
- (ix) Wood gatherers and wood cutters also cause fire damage due to carelessness.

##### **4.7.2 Fire Prevention Measures for Champhai District:**

- (i) To effectively control forest fire in order to protect natural and man-made forest, bio-diversity and agricultural crops.

- (ii) To deploy modern fire fighting equipments, to promptly suppress fire with effective fire control techniques devised recently in fire prone state of UP and Maharashtra and to mobilized volunteers in a village to suppress any incidence of forest fire.
- (iii) To detect occurrence of fire incidents quickly by installing towers at strategic points and by engaging fire watchers.
- (iv) To develop efficient communication network for early detection of fire and prompt prevention, control and suppression.
- (v) To create mass awareness among public to curb fire hazard by the citizens as a moral obligation towards the state and society for a better quality of life.
- (vi) To set up adequate numbers of Forest Fire Prevention Committees to motivate peoples participation with the involvement of villagers, NGO's, schools and institutions.
- (vii) To set up jhum burning monitoring committees to prevent spread of fire in the adjoining area.
- (viii) To save the valuable forest resources and to aim at increasing the productivity of forests in order to provide ecological security to the people of state.

#### **4.7.3 Justification of the Fire Prevention Scheme:**

Annually, a large forest area is burnt due to extensive fire causing heavy loss of precious flora and fauna, besides destruction of valuable trees and bamboos. The fire affected area is easily susceptible to soil erosion, loss of soil fertility, low productivity, poor natural regeneration, retarded growth of tree plantations change in climate, low water table and site deterioration. Thus rapid decline in the growth and stocking of wooded forests have been noticed in some part of the district. Repeated fire incidence accelerates the process of landslides and at places floods make headway disrupting the normal life and loss of public property. The intensity of forest fire damage in the last four years alone reveals gravity of the problem in the state. Besides the forest area, the fire incidence outside the forests in bamboo area, jhum area and un-classed forests being a regular phenomenon contributes to similar adverse impact on the environment and ecology of the state. Although the state is endowed with rich and bio-diversity, the fire hazard is a retrograde to the fragile tropical ecosystem of the territory. In view of the seriousness of the problem arising from annual fires, the proposed fire protection scheme is inevitable presently and in long term for conserving the biological resources, increasing the Bio-Mass, water and soil conservation and maintenance of ecological balance.

#### **4.7.4 Strategy to control forest fire in Champhai District:**

- (i) Identify vulnerable fire forest areas and prepare a fire a damage map.
- (ii) Prepare Fire Treatment Map based on danger ratings for various localities.
- (iii) Clearance of fire-lines which are absolutely necessary by controlled burning along the highways, village roads, foot-paths, plantations, regeneration areas, protected areas and electricity transmission lines, etc. before the onset of fire season.
- (iv) Constitution of Village Fire Prevention Committee, Sub-Divisional and District Level Fire Protection Committee. All these committees shall be permanent nature.
- (v) Establishment of green belt of evergreen tree species to serve as brake for fire spread in the critical areas where fire occurs repeatedly as a part of normal afforestation programme.
- (vi) Effective communication system for early detection of fire incidence through fire watchers and carrying out intensive patrolling during dry season.

- (vii) Educating the grazers/grass cutters and villagers on the detrimental effect of fire hazard by holding public meetings, distribution of leaflets, display of banners and awareness through different media.
- (viii) Deployment of modern fire fighting device to prevent and suppress forest fire.
- (ix) Observing Fire Prevention Week/Day to create mass awareness among public.
- (x) Imparting training to staff and villagers for fire fighting with modern equipment and capacity building.
- (xi) Appointment of fire watchers in the village/district among the ex-servicemen or unemployed youth.
- (xii) Strict enforcement of existing Fire Prevention Regulation Act.
- (xiii) Creating awareness among the public through local media, Village Crier/FLS among students through teachers.

#### **4.7.4 Precaution measures:**

##### **(a) Fire Prevention:**

Precautionary steps for prevention of fire in the forest area well in advance at the onset of dry period are of utmost importance. Annually, fire-lines are to be traced at strategic and fire prone sites such as roadsides, footpaths, forest plantations, natural vegetation areas and protected areas and around jhum areas. The fire line tracing involves manual clearance of dry grass, dry annuals, leaf litter, dry branches, twigs and burning the debris to prevent spread of fire.

##### **(b) Fire Suspension:**

At the commencement of dry season, incidence of fire in and around the forests and plantation need to be meticulously watched for which fire watchers are required to be deployed. Generally, after detection of fire, further spread of fire in the adjoining areas need to be contained by mobilizing volunteers to fight and extinguish the fire and by deploying modern fire control methods using different types of cutting and scrapping tools for spreading the earth as well as spraying the water in the extreme cases. In order to ensure effective patrolling and to mobilize the village for promptly for fire fighting, the use of two wheelers will be quite effective.

##### **(c) Awareness Programme:**

Prevention of fire in the forest areas could be effectively achieved by education the public and younger generation by projecting the detrimental effect of fire hazard to the common man. Annually, the awareness campaigns need to be commenced at the village level through NGOs, VCPs, Schools and Colleges by organizing public meetings, press release through AIR, Doordarshan and other publicity means. Observance of State/District-wide Fire Prevention Week/Day for mass awareness and involvement of the people will be effective in fire control programme.

## CHAPTER 5

### PREPAREDNESS MEASURES

#### 5.1 Identification of Stakeholders Involved in Disaster Response

In the event of Disaster, all line departments are ready to take up their own responsibilities in disaster response. There are NGOs (YMA, MHIP, MUP, VC) and voluntary organizations working in the District which will come to the help of District Administration in case of disaster emergencies.

##### 5.1.1 Response and Evacuation of Disabled

Disabled person means any person who has physical or mental impairment that substantially limits one or more major life activities has a past record of such impairment or is regarded as having such impairment. Such impairment result in the loss or failure in coordination of different body function either in movement, speech, sight or mental. When a disaster or emergency occurs, disable persons are more vulnerable and need more care and support.

Champhai district houses a large number of disabled person- both mentally and physically disabled. They may be found both in town and villages. The Social Welfare Department is the concern department with the CDPO office located at Champhai Venglai.

Persons with disabilities are vulnerable group. Natural and man-made disasters tend to have a disproportionate impact on persons with disabilities. Therefore due attention and care must be given to persons with disabilities during the incidence of disaster. They must be given first preference when it comes to evacuation and rescue. They must also be given a proper rehabilitation as they are physically and mentally retarded.

##### **Before disaster:**

1. The District Disaster Management Authority will fix responsibilities among different players to give due care and attention to persons with disability in the event of an outbreak hazard. It will also focus on strengthening implementation of measures on providing timely and appropriate support to persons with disabilities in responding to disasters.
2. Sensitization of NGOs is an important aspect with regards to disaster risk reduction since the focus has now shifted to 'community' and as such the district administration plans to organise training programmes or include in other programmes related with disabilities may be addressed.
3. Equipment for movement and transfer of disabled person like stretcher, wheelchair, ropes etc. should be readily available in offices, schools etc where there are disabled persons.
4. Disaster training at different level in the district should include session prioritizing respond and rescue for the disabled.

### **During disaster:**

1. The victim of disabled persons will be first evacuated and rescued by the rescuers like NGO, SDRF or NDRF. They will be first given first preference by the medical team as well.
2. A separate space, far from disaster site to treat wounded disabled person will be made by Shelter Management and Sanitation Team.
3. Specialized team of medical personnel will be detailed to look after the victims.

## **5.2 Formation of Teams**

### **5.2.1 Early Warning**

On the receipt of warning from Mizoram State Meteorological Centre, DDMA Chairman will contact the DI&PRO and all the BDOs to disseminate warning to the public. Withdraw of information is also done accordingly.

### **5.2.2 Search and Rescue**

Local communities and neighbourhood will provide search and rescue services in the event of any disaster. In case of earthquake, additional support from PWD will be required for clearing debris in order to rescue people trapped in collapsed buildings. The Man - power of Police Department may also supplement the man-power resources of local community and neighbourhood.

### **5.2.3 Evacuation**

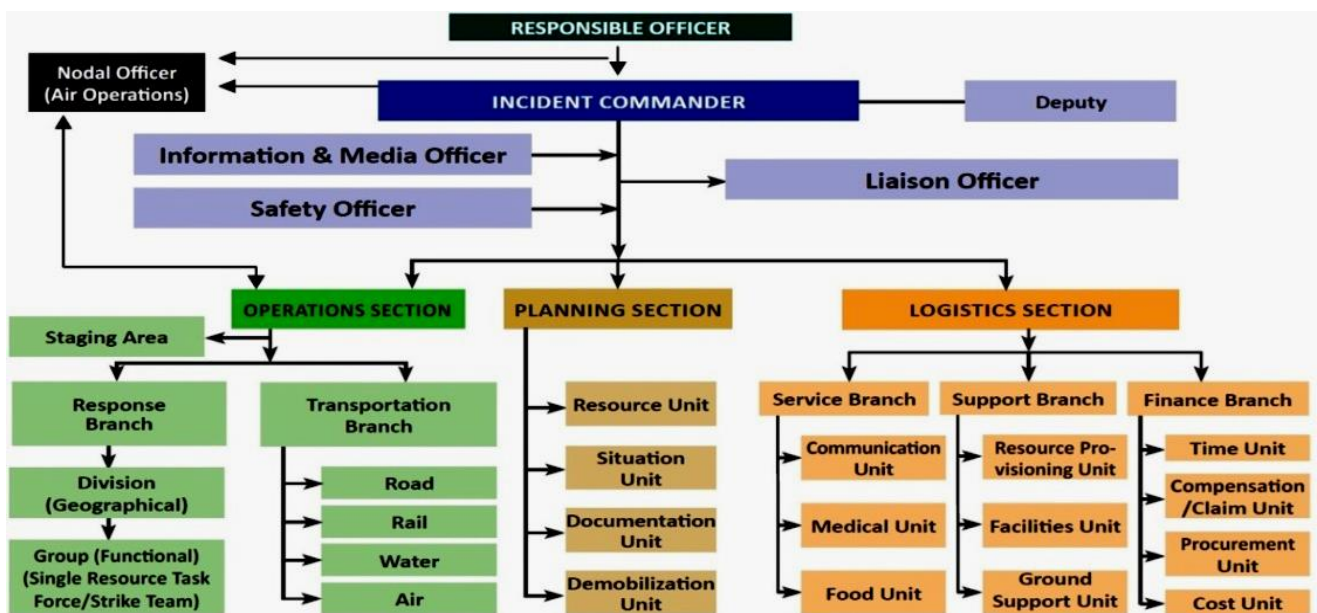
Evacuation may be required to avoid loss of human life from after-shocks (especially in a disaster like earthquake). The Police Department perform the responsibilities of evacuation with support from other government agencies. In Champhai District (not only in Champhai district, but also in the whole of Mizoram), a major role will have to be played by NGOs, especially in the biggest NGO in the State Young Mizo Association. Provision of shelter to the evacuated people and to those who have been rendered homeless is another important requirement. Here, the joint efforts of the government agencies as well as local communities and NGOs will be required. Temporary shelters will have to establish and the DC will assign duties to the officers from welfare departments for running and maintaining these shelters.

### **5.2.4 Damage and Loss Assessment**

Immediately after the disaster, there is an urgent need of damage assessment in terms of loss of life, injury and loss of property. The objectives of damage assessment are to mobilize resources for better rescue and relief, to have detailed information of damage extent and severity of disaster and to develop strategies for reconstruction and restoration facilities. Damage is assessing with regard to building stock, standing crops, agricultural area, livestock lost, forest cover decimated, vital installations etc. In damage assessment of building stock, generally three types of flags are used; green, yellow and red. The green color is given to the buildings that are safe and require 2-3 days to return to their original function. Yellow flags depict the considerable damage to the buildings and considered unsafe for living, as they require proper structural repairs and careful investigation. The red flag is assigned to buildings that are partially or completely collapsed. Immediately after a disaster event, damage assessment will be conducted in two phase viz. Rapid Damage Assessment and Detailed Damage Assessment.

### 5.3 Activation of IRS in the District

The IRS functions through Incident Response Teams (IRTs) in the field. In line with the administrative structure and DM Act 2005, Responsible Officers (ROs) have been designated at the State and District level as overall in charge of the incident response management while the Incident Commander (IC) will manage the incident through IRS. Incident Response System (IRS) incorporates all the tasks that may be performed during Disaster Management irrespective of their level of complexity. It envisages a composite team with various sections to attend to all the possible response requirements. It provides a standard approach to the management of the disaster site of any small or large scale disaster event. IRS is one of the model tools for command, control and coordination of a response mechanism, which provides a means to coordinate the efforts of individual agencies as they work towards the common goal of stabilizing the incident and protecting the life, property and the environment. The IRT is a team comprising of all positions of IRS organization as shown in figure below headed by IC. The IRTs will be pre-designated at all levels of State and District. On receipt of early warning, they will be activated by the Responsible Officer. A Nodal Officer has to be designated for proper coordination between the District, State and National level in activating air support for response.



<b>IRS POSITION</b>	<b>APPOINTED OFFICERS</b>
RESPONSIBLE OFFICER	Deputy Commissioner
INCIDENT COMMANDER	Project Director, DRDO
DEPUTY INCIDENT COMMANDER	Superintendent of Police
INFORMATION & MEDIA OFFICER	District Information & Public Relations Officer
LIAISON OFFICER	Sub-Divisional Officer (Sadar)
SAFETY OFFICER	SDC i/c DM&R
<b>OPERATIONS SECTION CHIEF</b>	Addl. Superintendent of Police
Staging Area Manager	BDO, Champhai
	BDO, Khawbung
Responsible Branch Director	Addl. Deputy Commissioner
Division Supervisor / Group in Charge	Dy. Superintendent of Police
Task Force / Strike Team	Commandant, 2nd IR Battalion, Khawzawl
	SDPO, Champhai
	DSYO/Adventure Club, GCC
	YMA ,Sub-Hqrs.
	Chairman, VDMC of Incident Sites
Single Resources	Superintending Engineer, PWD
	Executive Engineer, P&E
Transportation Branch	District Transport Officer
<b>ROAD GROUP</b>	
Group in Charge	Dy. Superintendent of Police
Vehicle Coordinator	Inspector, Motor Vehicle
Loading in charge / Unloading in charge	OC, POLICE STATION ,Champhai
<b>WATER GROUP</b>	
Group in Charge	Superintending Engineer, PHE
Coordinator	Executive Engineer PHE
Loading in charge / Unloading in charge	Sub-Divisional Officer, PHE
<b>AIR OPERATIONS GROUP</b>	
Group in Charge	Sub-Divisional Officer (Sadar)
Helipad in charge	Executive Engineer, PWD
Loading in charge / Unloading in charge	Superintendent of Excise
<b>PLANNING SECTION CHIEF</b>	Deputy Commissioner
Record Unit	Addl. Deputy Commissioner
Check in Status Recorder	Divisional Forest Officer
Situation Unit	Dy. Superintendent of Police
Display Processor	District Information & Public Relations Officer
Field Observer	Representative of Sub-Hqrs.YMA / MHIP / MUP
Weather Observer	District Agriculture Officer
Documentation Unit	Sub-Divisional Education Officer
Demobilization Unit	Addl. Superintendent of Police
Technical Specialist	Superintending Engineer, P&E
	Executive Engineer, PWD
<b>LOGISTIC SECTION CHIEF</b>	Superintendent of Police
Service Branch Director	District Local Administration Officer
Communication Unit	MPRO (Wireless)
Medical Unit	District Medical Superintendent



Food Unit	DCSO, FCS&CA Department
Supporting Branch Director	District Urban Development Officer
Resource Provisioning Unit	DCSO, FCS&CA Department
Facilities Unit	Superintendent of Taxes
Ground Supporting Unit	Executive Engineer, PWD
Finance Branch Director	District Treasury Officer
Time Unit	DRO, Eco & Statistics
Compensation / Claim Unit	Settlement Officer
Procurement Unit	District Organizer
Cost Unit	SDO(S),Champhai

The District Commissioner is the head of the District administrative set up and Chairperson of the District Disaster Management Authority as per the Disaster Management Act, 2005. He is designated as the Responsible Officer in the District. The heads of different departments in the District will have separate roles to play depending on the nature and kind of disaster. The roles and responsibilities of the members of the District Disaster Management Authority will be decided in consultation with the concerned members. During the pre-disaster period, the Responsible Officer will ensure capacity building of all IRT members in their respective roles and responsibilities.

In case when central teams (NDRF, Armed Forces) are deployed, the Responsible Officer will ensure resolution of all conflicts. For this purpose he may attach a representative of such agencies in the EOC where all conflicts can easily be resolved at the highest level. The teams so deployed will have to work in OS in the form of Single Resource, Strike Teams or Task Forces under the supervision of Operation Section Chief. The Incident Commander (IC) will also exercise close supervision for resolution of all conflicts, if required. The Incident Commander (IC) will work in close coordination with EOC and report to Responsible Officer. The Responsible Officer will ensure that the strategic goals are achieved through the implementation of the IAP by the IRTs working in the field.

*Initial actions to establish Incident Response System:*

IRS should be initiated with the start of the event. It should be established by the time the first emergency team arrives at an incident site and establish the command and action immediately. From then, the next arriving team will assume command. The following steps have to be followed to execute the process-

- Assuming command at the site by making an announcement using the available communication means.
- Establishing a command post which can be as simple as a single spot where the Incident Commander stands with a clipboard and communication equipment's.
- Assessing the situation.
- Communicating the assessment to the higher authority.
- Establishing an initial IAP which helps to determine the status of the available resources and the requirement.
- Establishing the control of the incoming resources and managing them.
- Understanding Government policy and directions including relief code, evacuation procedures, etc.

Incident Command continues until the last resource departs and the event is closed. In case of major hazard warning, early evacuation of a complete incident command structure is required with a complete IAP.

### **5.3.1 Management of Incident Response staff:**

• **Establishment of the staff structure** – as additional resources arrive, Incident Commander should establish the staff structure to manage the incident. This process depends on

- The type of incident
- Incident size
- Available resources

The following posts are common for any incident

- Operation Section Chief
- Situation Tracking Officer
- Public Information Officer
- Safety Officer

• **Managing Staff Size** - Putting the exact number of staffs with exactly required skills at the right place at right time. More emphasis shall be given in identifying the exact requirement of a job. If additional staffs are required, then the rule of the span of control should be there, i.e. additional staff should come with additional supervisor.

• **Assigning personnel to appropriate staff duties** - Operating in an IRS requires standard training, experiences in the position and formal qualification or certification. A qualification checking programme allows rapid identification of individuals who meet the training and experience requirements and who have demonstrated job proficiency in the past. A record or a management database shall help in recognizing these personnel suitable for their individual task domain.

• **Staffs release mechanism** - At the end of an emergency event, the staffs involved in these responses should be released systematically. Before releasing, they should be fed properly and be given a chance to sleep. Their experiences and records should be turned over to the authority along with the equipment's they were in charge with. Also, it should be noted that the release of the staffs should be done batch by batch.

### **5.3.2 Roles and responsibilities of Deputy Commissioner as Responsible Officer of District**

The Deputy Commissioner who is the head of the District administrative set up and Chairperson of the District Disaster Management Authority will have the following responsibilities as Responsible Officer in his/her respective district:

- Ensure that IRTs are formed at District, Sub-Division and Block levels and IRS is integrated in the District DM Plan. This may be achieved by issuing a Standing Order to all SDOs, SDMs and BDOs.*
- Ensure web based/on-line Decision Support System (DSS) is in place in EOC and connected with District, Sub-Division and Block level IRTs for support.*
- Ensure that toll free emergency numbers existing for Police, Fire and Medical support, etc. are linked to the District EOC for response, command and control.*

- iv. *Obtain funds from State Government as recommended by the 13th FC and ensure that a training calendar for IRTs of District is prepared and members of IRTs are trained through ATIs and other training institutions of the District.*
- v. *Delegate authorities to the IC.*
- vi. *Activate IRTs at District headquarter, Sub-Division and Block levels, as and when disaster strikes.*
- vii. *Appoint/deploy, terminate and demobilise IC and IRT(s) as and when required.*
- viii. *Decide overall incident objectives, priorities and ensure that various objectives do not conflict with each other.*
- ix. *Ensure that IAP is prepared by the IC and implemented.*
- x. *Remain fully briefed on the Incident Action Plan(IAP) and its implementation.*
- xi. *Coordinate all response activities.*
- xii. *Give directions for the release and use of resources available with any department of the Government, Local Authority, private sector etc. in the District.*
- xiii. *Ensure that Armed Forces Commanders are involved in the planning process and their resources are appropriately dovetailed, if required.*
- xiv. *Ensure that when Armed Forces arrive in support for disaster response, their logistic requirements like camping grounds, potable water, electricity and requirement of vehicles etc. are sorted out.*
- xv. *Appoint a Group-in-charge of Air operation at the District level to organise Air operation support in coordination with the State and Central Government Nodal Officers (Air Operations). Also ensure that all ICs of IRTs of the District are aware of it.*
- xvi. *Ensure that the NGOs carry out their activities in an equitable and non-discriminatory manner.*
- xvii. *Deploy the District Headquarter IRTs at the incident site, in case of need.*
- xviii. *Ensure that effective communications are in place.*
- xix. *Ensure that telephone directory of all emergency support facilities are prepared and available with EOC and members of IRTs.*
- xx. *Ensure provision for accountability of personnel and safe operating environment.*
- xxi. *In case the situation deteriorates, the District Responsible Officer may assume the role of the IC and may seek support from the State level Responsible Officer.*
- xxii. *Mobilise experts and consultants in the relevant fields to advise and assist as may be deem necessary.*
- xxiii. *Conduct post response review on performance of IRTs and take appropriate steps to improve performance.*
- xxiv. *Take other necessary action within the district as the situation demands.*

### **5.3.3 Roles and responsibilities of Incident Commander (IC)**

The Incident Commander (District level) is the overall in-charge for the management of onsite response to any incident. For his assistance and management of the incident there are two sets of staff: a) Command Staff and b) General Staff. The command staff comprises IC, Information & Media Officer (IMO), Safety Officer (SO), and the Liaison Officer (LO). The General Staff comprises IC, Deputy IC, Operation Section Chief (OSC), Planning Section Chief (PSC) and Logistic Section Chief (LSC).

He shall have the following responsibilities:

- i. Obtain information on:
  - a) *Situation status like number of people and the area affected etc.*
  - b) *Availability and procurement of resources.*
  - c) *Requirement of facilities like ICP, Staging Area, Incident Base, Camp, Relief Camp, etc.*
  - d) *Availability and requirements of Communication system.*
  - e) *Weather forecast from IMD, Science & Technology Dept., Agriculture Dept.*
  - f) *Any other information required for response from all available sources.*
- ii. *Determine incident objectives and strategies based on the available information and resources.*
- iii. *Establish immediate priorities, including search & rescue and relief distribution strategies.*
- iv. *Assess requirements for maintenance of law and order, traffic etc. if any, at the incident site and make arrangements with help of the Police Dept.*
- v. *Brief higher authorities about the situation and request for additional resources, if required.*
- vi. *Establish appropriate IRS organisation with Sections, Branches, Divisions and/or Units based on the span of control and scale of the incident.*
- vii. *Establish Incident Command Post (ICP) at a suitable place. There will be one ICP even if the incident is multijurisdictional. If appropriate or enough space is not available, other Sections can function from a different convenient location. But there should be proper and fail safe contact with the ICP in order to provide quick assistance.*
- viii. *Ensure that the Incident Action Plan (IAP) is prepared.*
- ix. *Ensure that team members are briefed on performance of various activities as per IAP.*
- x. *Approve and authorise the implementation of an IAP and ensure that IAP is regularly developed and updated as per debriefing of IRT members. It will be reviewed every 24 hours and circulated to all concerned.*
- xi. *Ensure that planning meetings are held at regular intervals. The meetings will draw out an implementation strategy and IAP for effective incident response. The decision to hold this meeting is solely the responsibility of the IC. Apart from other members, ensure that PSC attend all briefing and debriefing meetings.*
- xii. *Ensure that all Sections or Units are working as per IAP.*
- xiii. *Ensure that adequate safety measures for responders and affected communities are in place.*
- xiv. *Ensure proper coordination between all Sections of the IRT, agencies working in the response activities and make sure that all conflicts are resolved.*
- xv. *Ensure that computerised and web based IT solutions are used for planning, resource mobilisation and deployment of trained IRT members.*
- xvi. *Consider requirement of resources, equipment which are not available in the functional jurisdiction, discuss with PSC and LSC and inform Responsible Officer regarding their procurement.*
- xvii. *Approve and ensure that the required additional resources are procured and issued to the concerned Sections, Branches and Units etc. and are properly utilised. On completion of assigned work, the resources will be returned immediately for utilisation elsewhere or to the department concerned.*

- xviii. *If required, establish contact with CBOs, NGOs etc. and seek their cooperation in achieving the objectives of IAP and enlist their support to act as local guides in assisting the external rescue and relief teams.*
- xix. *Approve the deployment of volunteers and such other personnel and ensure that they follow the operations as planned.*
- xx. *Authorise release of information to the media.*
- xxi. *Ensure that the record of resources mobilised from outside is maintained so that prompt payment can be made for hired resources.*
- xxii. *Ensure that Incident Status Summary (ISS) is completed and forwarded to the Responsible Officer*
- xxiii. *Recommend demobilisation of the IRT, when appropriate.*
- xxiv. *Review public complaints and recommend suitable grievance redressal measures to the Responsible Officer.*
- xxv. *Ensure that the NGOs and other social organisations deployed in the affected sites are working properly and in an equitable manner.*
- xxvi. *Ensure preparation of After Action Report (AAR) prior to the demobilisation of the IRT on completion of the incident response.*
- xxvii. *Perform any other duties that may be required for the management of the incident.*
- xxviii. *Ensure that the record of various activities performed by members of Branches, Divisions, Units/Groups are collected and maintained in the Unit Log (prescribed format)*
- xxix. *Perform such other duties as assigned by Responsible Officer.*

#### **5.3.4 Roles and responsibilities of Information & Media Officer (IMO)**

The Information & Media Officer (IMO) is the focal point of all matters related with public media communication about disasters happening within their area of operation. The District Information & Public Relation Officer shall be the IMO at the District level. He/ She shall have the following duties and responsibilities as mentioned below:

- i. Prepare and release information about the incident to the media agencies and others with the approval of IC.*
- ii. Note down decisions taken and directions issued in case of sudden disasters when the IRT has not been fully activated and hand it over to the Planning Section on its activation for incorporation in the IAP.*
- iii. Ask for additional personnel support depending on the scale of incident and workload.*
- iv. Monitor and review various media reports regarding the incident that may be useful for incident planning.*
- v. Organise IAP meetings as directed by the IC or when required.*
- vi. Coordinate with IMD, weather observers of State Science & Technology Dept., Agriculture Department to collect weather information and disseminate it to all concerned.*
- vii. Maintain records of various activities performed during pre and post disaster incidents.*
- viii. Perform such other duties as assigned by IC.*

#### **5.3.5 Roles and responsibilities of Liaison Officer (LO)**

The Liaison Officer (LO) is the focal point of contact for various line departments, representatives of NGOs, CBOs etc. participating in the response. The LO is also the point of contact to assist the first responders and other cooperating agencies. The SDO (Sadar) shall be the Liaison Officer at District levels. He shall have the following responsibilities:

- i. *Maintain a list of concerned line departments, agencies (CBOs, NGOs, etc.) and their representatives at various locations.*
- ii. *Carry out liaison with all concerned agencies including NDRF and Armed Forces and line departments of Government.*
- iii. *Monitor Operations to identify current or potential inter-agency problems.*
- iv. *Participate in planning meetings and provide information on response by participating agencies.*
- v. *Ask for personnel support if required.*
- vi. *Keep the IC informed about arrivals of all the Government and Non-Government agencies and their resources.*
- vii. *Help in organising briefing sessions of all Governmental and Non-Governmental agencies with the IC.*
- viii. *Maintain records of various activities performed, pertaining to the above mentioned actions.*
- ix. *Perform such other duties as assigned by IC.*

### **5.3.6 Roles and responsibilities of Safety Officer (SO)**

The Safety Officer's (SO) function is to develop and recommend measures for ensuring safety of personnel, and to assess and/or anticipate hazardous and unsafe situations. The SO is authorised to stop or prevent unsafe acts. SO may also give general advice on safety of affected communities. The SDC i/c Disaster Management shall be the SO at District levels. He /She shall have the following roles and responsibilities:

- i. *Recommend measures for assuring safety of responders and to assess or anticipate hazardous and unsafe situations and review it regularly.*
- ii. *Ask for assistants and assign responsibilities as required.*
- iii. *Participate in planning meetings for preparation of IAP.*
- iv. *Review the IAP for safety implications.*
- v. *Obtain details of accidents that have occurred within the incident area if required or as directed by IC and inform the appropriate authorities.*
- vi. *Maintain record of various activities performed by him/her.*
- vii. *Perform such other duties as assigned by IC.*

### **5.3.7 Roles and responsibilities of Operation Section Chief (OSC)**

On activation of the Operation Section, the OSC will assume command of all the field operations and will be fully responsible for directing all tactical actions to meet the incident objectives. The OSC will be responsible for activation, deployment and expansion of his Section as per IAP. The Addl. Superintendent of Police shall be the OSC at District levels. The following are the roles and responsibilities:

- i. *Coordinate with the activated Section Chiefs.*
- ii. *Manage all field operations for the accomplishment of the incident objectives.*
- iii. *Ensure the overall safety of personnel involved in the Operation Section (OS) and the affected communities.*
- iv. *Deploy, activate, expand and supervise organisational elements (Branch, Division, Group, etc) in his Section in consultation with IC and in accordance with the IAP.*
- v. *Assign appropriate personnel, keeping their capabilities for the task in mind and maintain On Duty Officers list for the day.*

- vi. *Request IC for providing a Deputy OSC for assistance, if required and depending on the scale of disaster.*
- vii. *Brief the personnel in OS at the beginning of each operational period.*
- viii. *Ensure resolution of all conflicts, information sharing, coordination and cooperation between the various Branches of his Section.*
- ix. *Prepare Section Operational Plan in accordance with the IAP; if required.*
- x. *Suggest expedient changes in the IAP to the IC.*
- xi. *Consult the IC from time-to-time and keep him fully briefed.*
- xii. *Determine the need for additional resources and place demands accordingly and ensure their arrival.*
- xiii. *Ensure records of various activities performed by members of Branches, Divisions, and Units/Groups and maintained in the Unit Log*
- xiv. *Perform such other duties as assigned by Responsible Officer / IC.*

### **5.3.8 Roles and responsibilities of Staging Area Manager (SAM)**

The Staging Area (SA) is an area where resources are collected and kept ready for deployment for field operations. These may include things like food, vehicles and other materials and equipment. The SA will be established at a suitable area near the affected site for immediate, effective and quick deployment of resources. More than one SA may be established if required. School and College playgrounds, community halls, cyclone shelters and Local council Offices, etc. may be used as SA.

The overall in-charge of the SA is known as Staging Area Manager (SAM) and he needs to work in close liaison with both the Liaison Section and Planning Section through the OSC. The Sub Divisional Officer (Civil) and SDCs shall be the SAM at the District levels. The following are their roles and responsibilities:

- i. *Establish the SA with proper layout, maintain it in an orderly condition and ensure that there is no obstruction to the incoming and outgoing vehicles, resources, etc.*
- ii. *Organise storage and dispatch of resources received and dispatch it as per IAP.*
- iii. *Report all receipts and dispatches to OSC and maintain their records.*
- iv. *Manage all activities of the SA.*
- v. *Utilise all perishable supplies expeditiously and establish check-in function.*
- vi. *Request maintenance and repair of equipment at SA, as needed.*
- vii. *Ensure that communications are established with the ICP and other required locations e.g. different SAs, Incident Base, Camp, Relief Camp etc.*
- viii. *Maintain and provide resource status to Planning Section and Liaison Section.*
- ix. *Demobilise SA in accordance with the Demobilisation Plan.*
- x. *Maintain records of various activities performed and send to Sections concerned.*
- xi. *Perform any other duties as assigned by OSC.*

### **5.3.9 Roles and responsibilities of Response Branch Director (RBD)**

Response Branch is the main responder in the field dealing with the situation and performing various functions. Depending on the scale of disaster, the RBD may have to expand the number of Groups which in turn may require creation of Division. This structure is meant for close supervision by the OSC in the management of a large incident. More Branches, Divisions, Groups may be formed as required. The following are their roles and responsibilities:

- i. *Work under the supervision of the OSC and is responsible for the implementation of IAP as per the assigned role.*
- ii. *Attend planning meetings as required by the OSC.*
- iii. *Review Assignment Lists for Divisions or Groups under his Branch.*
- iv. *Assign specific tasks to Division and Groups-in-Charge.*
- v. *Supervise Branch functions and resolve conflicts reported by subordinates.*
- vi. *Report to OSC regarding modifications required if any in the IAP, need for additional resources, availability of surplus resources and when hazardous situations or significant events occur, etc.*
- vii. *Provide Single Resource, Strike Team and Task Force support to various operational areas.*
- viii. *Ensure that all team leaders maintain record of various activities performed - relating to their field Operations and send to OSC.*
- ix. *Perform any other duties assigned by the OSC.*

### **5.3.10 Roles and responsibilities of Division Supervisor/Group-in-charge**

Except for the hierarchical difference, the roles and responsibilities of the Division Supervisor and the Groups-in-charge are the same. Divisions are activated when there are supervisory requirements in an isolated and distant geographical area or for the purpose of a proper span of control when the number of functional Groups increases or for various specialised response.

While Groups-in-charge are assigned to accomplish specific functions within the Branch; Division is created for effective supervision over a large number of Groups. The Deputy Superintendent of Police (Hqrs.), shall be the Division Supervisor/Group-in-charge at District levels. They will have the following responsibilities:

- i. *Implement Division or Group assignment list.*
- ii. *Assign resources within the Division or Group under them.*
- iii. *Report on the progress of Operations, and the status of resources within the Division or Group.*
- iv. *Circulate Organisational Assignment List (Divisional / Group) to the leaders of the Group, Strike Team and Task Force.*
- v. *Review assignments and incident activities with subordinates and assign tasks as per the situation.*
- vi. *Coordinate activities with adjacent Divisions or Groups, if required.*
- vii. *Submit situation and resource status to the RBD and the OSC.*
- viii. *Report all hazardous situations, special occurrences or significant events (e.g., accidents, sickness, deteriorating weather conditions, etc.) to the RBD and the OSC.*
- ix. *Resolve problems within the Division or Group.*
- x. *Participate in the development of IAP for next operational period, if required.*
- xi. *Ensure that records of various activities performed are collected and sent to the RBD and OSC.*
- xii. *Perform any other duties as assigned by the RBD/OSC.*

### **5.3.11 Roles and responsibilities of Task Force/Strike Team**

A Strike Team is a combination of Single Resource with a common communication facility and one leader. A Task Force is a combination of different Single



Resources. They are assembled for a particular tactical need, with a common communication facility and one leader. A Strike Team may be needed when specific type of work, requiring specific expertise and resources are grouped under one leader. A Task Force may be grouped with different 'kinds' and 'types' of Single Resource and dispatched under a leader, when a number of different tasks requiring different expertise need to be performed.

The Strike Team or Task Force Leader reports to the Division Supervisor or Group Supervisor and is responsible for performing the tactical assignments assigned to the Strike Team or Task Force. The leader of the Strike Team and Task Force reports on work progress and status of resources maintains work records on assigned personnel and relays important information to their supervisor. In case the Branch, Division, or Group is not activated, the team leader will directly report to the OSC. At the State level, the Task Force/Strike Team shall comprise of SDRF, MRP, MAP, IR, MRHG, Fire and Emergency Service, Sport & Youth Service (Adventure wing), Central Young Mizo Association (Disaster Management volunteers) with a Team Leader, similarly at the District levels, SDRF, MAP, MRP, IR, Fire & Emergency, Sub Headquarters Young Mizo Association (Disaster Management volunteers) shall constitute the Task Force/Strike Teams. The team leader of the Task Force/Strike Team shall have the following responsibilities:

- i. Review assignments with members of his team.*
- ii. Report on work progress.*
- iii. Coordinate activities with adjacent Single Resource, Strike Teams and Task Forces if assigned.*
- iv. Establish and ensure communications.*
- v. Perform any other duties assigned and maintain record of various activities.*

### **5.3.12 Roles and responsibilities of Single Resource Leader (SRL)**

Single Resource includes both personnel and their required equipment to be deployed in a given incident. The Responsible Officers of the States and Districts will ensure that the resources are categorized into 'kind' and 'type'. 'Kind' refers to equipment, vehicles or personnel for example; truck, medical team, bulldozer, etc. 'Type' refers to its capacity for that kind of resource e.g. truck having 1 ton capacity or 2 tons capacity, medical team having 1 doctor and 3 paramedics etc.

At the District level the Single resources shall constitute available resources from Sr. Medical Officer (Health & Family Welfare Dept.), Sub Divisional Officer (Public Work Dept. /Power & Electricity Dept.). The Single Resource leader will be the appointed by the OSC depending on the type of disaster and he/she shall have the following responsibilities:

- i. Take charge of necessary equipment and supplies.*
- ii. Assess local weather and environmental conditions, law and order situation etc. in the assigned area and report to the in-charge.*
- iii. Perform the assigned duty.*
- iv. Keep contact with supervisor*
- v. Perform any other duties that may be assigned by his supervisor.*

### **5.3.13. Roles and responsibilities of Transport Branch Director (TBD)**

All functional Groups (Road, Rail, Water and Air) of the Transport Branch are managed by the Transport Branch Director (TBD). The District Transport Officer shall be the TDB at the District level. Since the air transportation is to be coordinated at the State and District levels,

the TBD also needs to function in close coordination with Responsible Officer and IC for Air Operations. The TBD will also be responsible for the activation and expansion of various functional Groups as per the IAP. Besides, the TBD will have the following responsibilities:

- i. Activate and manage different Operations Groups like Road, Rail, Water and Air.*
- ii. Coordinate with the Liaison Section for required resources, and activate Groups of his Branch.*
- iii. Coordinate with railways, road transport, waterways and airport authorities for support as required.*
- iv. Ensure that Organisational Assignment List (Divisional / Group) is circulated among the Group-in-charge(s) and other responders of his Branch.*
- v. Provide ground support to the air operations and ensure appropriate security arrangements.*
- vi. Provide Road transport support to the Rail and Water Operations Group as required.*
- vii. Ensure safety of all personnel of his Branch involved in the Incident Response activities.*
- viii. Ensure that all units moving in the area are familiarised with route with the help of road maps or local guides.*
- ix. Report to the OSC and IC about progress of the Transport Branch.*
- x. Prepare transportation plan as per the IAP, if required.*
- xi. Determine the need for additional resources, their proper and full use and place demand accordingly in advance.*
- xii. Resolve problems and conflicts, if any.*
- xiii. Ensure the maintenance of the status of hired resources, their full utilisation and timely release.*
- xiv. Ensure that the records of various activities performed by different operational groups (Road, Rail, Water and Air) are collected and sent to the Section concerned.*
- xv. Perform any other duties assigned by the IC or OSC.*

#### **5.3.14. Roles and responsibilities of Group-in-charge (Road)**

The Group-in-charge (Road Operations) works under the TBD and is responsible for all road transportation activities. He has a Vehicle Coordinator (Road Operations) under him for assistance. The following are some of their responsibilities:

- i. Ensure transportation of resources by Road to the affected sites.*
- ii. Requisition additional personnel support, if required.*
- iii. Attend planning meetings on the direction of OSC.*
- iv. Determine coordination procedures with various destinations as per IAP.*
- v. Ensure proper parking locations.*
- vi. Resolve conflicts of the Group, if any.*
- vii. Update Road Operations plan as required and share them with higher authorities.*
- viii. In case of accidents, inform the TBD, the local police and provide assistance in investigation, if required.*
- ix. Ensure that mechanics are available for repair of vehicles and also ensure adequate availability of Petrol, Oil and Lubricants (POL).*
- x. Maintain the records of all important activities relating to the number of vehicles deployed, source of vehicles (i.e. Government or private), locations where vehicles are deployed along with resource details they are carrying, etc.*

- xi. Support and coordinate the Road Operations part of the Rail, Water and Air Operations as required.*
- xii. Collect records of various activities performed from coordinator and other members and send to TBD or OSC.*
- xiii. Perform any other duties assigned by the TBD or OSC.*

### **5.3.15. Roles and responsibilities of Vehicle Coordinator**

The Vehicle Coordinator is primarily responsible for coordinating the Road transport needs. There may be more than one coordinator depending upon the number of vehicles deployed. The following are the responsibilities:

- i. Survey the assigned incident area to analyse situation and identify other potential problems in the context of transportation.*
- ii. Requisition an Assistant Coordinator (Road Operations) depending on the magnitude of the incident and requirement.*
- iii. Coordinate with SAM for smooth transportation of resources.*
- iv. Receive assignments, brief drivers regarding the routes, assign missions, supervise vehicle movement and attend to the vehicle maintenance and repair needs.*
- v. Monitor activities of all assigned vehicles and keep senior officers informed.*
- vi. Report incidents or accidents that occur in Road Operations to the TBD.*
- vii. Maintain the records of supplies to different locations and keep track of vehicle movements. Provide GPS support, if available.*
- viii. Request security support for transportation of relief materials if required and alert the police administration in the affected areas along the transportation route.*
- ix. Maintain coordination at loading and unloading points;*
- x. Ensure that communication facilities are established at loading stations, SAs and destination points.*
- xi. Attend to and resolve the needs of the personnel working under him.*
- xii. Maintain record of various activities performed and send to the Group-in-charge or TBD.*
- xiii. Perform any other duties assigned by the OSC or TBD.*

### **5.3.16. Roles and responsibilities of Loading/Unloading-in-charge (Road/Water)**

The Loading and Unloading-in-charge has a very significant role to play in any disaster response. Therefore, the roles and responsibilities of Loading / Unloading-in-charge are being dealt together for the Rail, Road and Water and separately for the Air Operations. The Loading / Unloading-in-charge will work under the Road and Water Coordinator. At the District level, loading & unloading in charge in road and water group shall be District Excise Officer, Motor Vehicle Inspector (Transport Dept.) and SDO (Public Health Engineering Dept.) respectively. They have the following responsibilities:

- i. Supervise the safe Operations of Loading / Unloading activities.*
- ii. Obtain Operations Summary from the Groups-in-charge (Road, Rail and Water transport).*
- iii. Organise the Loading area and supervise Loading and Unloading crews and collect equipment (ladder, gloves, helmet, etc.) as required.*
- iv. From time to time inform the coordinator about the progress of Loading / Unloading activities.*
- v. Prepare a Loading / Unloading plan with details of their resources and destinations.*

- vi. *Maintain record of various activities performed and send to the TBD or Coordinator.*
- vii. *Perform any other duties assigned by Coordinator or in-charge (Road, Rail and Water).*

### **5.3.17. Roles and responsibilities of Group-in-charge (Water)**

The Group-in-charge (Water Operations) shall have the following responsibilities:

- i. *Coordinate all activities relating to transportation of resources by boats, etc. Activation of this position is contingent upon the complexity of the incident. There may be more than one Coordinator (Water) assigned to an incident with Loading and Unloading-in-charge.*
- ii. *Survey assigned incident areas to analyse the situation and other potential problems.*
- iii. *Coordinate with SAM for smooth transportation of relief materials, if required.*
- iv. *Receive assignments and supervise Water transport movement activities.*
- v. *Monitor all Water Operations for their safety.*
- vi. *Ensure proper communications with Water transport personnel deployed in search and rescue as well as relief operations.*
- vii. *Keep the records of supplies to different locations, Water transport movements etc.*
- viii. *Report incidents or accidents that may occur in Water Operations to the TBD and other designated authorities.*
- ix. *Assess requirements of POL etc. for Water Operations and ensure their availability.*
- x. *Maintain liaison with Coordinator (Road Operations) as most relief supplies will arrive by road.*
- xi. *Maintain record of various activities performed and send to the Group-in-charge or TBD.*
- xii. *Perform any other duties assigned by the OSC or TBD.*

### **5.3.18. Roles and responsibilities of Group-in-charge (Air Operations)**

The Group-in-charge (Air Operations) will have the following responsibilities:

- i. *Provide ground support to Air Operations as per the IAP.*
- ii. *Identified the convenient, safe and easily accessible helipads for Air Operation*
- iii. *Report to TBD the progress of Air Operations and work in close coordination with the Nodal Officer, IC, OSC and TBD.*
- iv. *Ensure resources and supplies required for the Air Operations are available at the concerned locations.*
- v. *Keep appropriate Maps in order to provide correct coordinates to the pilots and others involved in the Air Operations.*
- vi. *Requisition additional personnel support, if required.*
- vii. *Ensure refuelling facilities are available at the landing and take-off locations.*
- viii. *Ensure that Helibase and Helipad locations are identified and approved by the appropriate authorities.*
- ix. *Determine the need for assignment of personnel and equipment at each Helibase and Helipad.*
- x. *Ensure identification and marking of Helibases and Helipads.*
- xi. *Ensure that the communication systems are in place.*
- xii. *Update landing and take-off schedule of Aircrafts and Helicopters as informed by Nodal Officer (Air operations).*
- xiii. *Ensure preparation of the load manifest for proper loading or unloading of relief supplies.*

- xiv. *Arrange for unloading and despatch or storage of relief materials that arrive at the airports, helipads and helibase. In order to keep airports operational, special attention needs to be paid to unsolicited relief supplies that may arrive. They should be immediately cleared from the operational area.*
- xv. *Ensure that proper packaging and weighing facilities are in place and used for loading of relief materials.*
- xvi. *Liaise with the road operations group for the road transportation needs.*
- xvii. *Ensure the functionality of Aircraft rescue and fire fighting service at Helibases and Helipads, security, proper lights, smoke candles/devices, weighing facilities, wind direction socks, etc. are in place.*
- xviii. *Collect record of various activities performed from Helibase and Helipad-in-charge and send to TBD or OSC or IC.*
- xix. *Perform any other duties assigned by the TBD.*

### **5.3.19.Roles and responsibilities of Helipad-in-charge (Air Operations)**

When more than one Helibases is established it will be designated by name of the incident with number. Helipads are established and used for operational purpose only like loading unloading of personnel and equipment and other relief materials etc. Executive Engineer (PWD) shall be the Helipad-in-charge (Air Operations). He will have the following responsibilities:

- i. *Provide all ground support requirement of Helicopters at the location.*
- ii. *Keep appropriate Maps in order to provide correct coordinates to the pilots.*
- iii. *Survey the Helibase/Helipad area to analyse situation, potential Aircraft hazards and other likely problems.*
- iv. *Ensure that the Helipad and Helibase is properly marked so that it is visible from the air for smooth landing of Aircrafts.*
- v. *Coordinate with the ground supervisor for Helicopter Operations.*
- vi. *Determine and implement ground and air safety requirements and procedures.*
- vii. *Maintain continuous monitoring of the assigned Helibases and Helipads and remain vigilant for unusual happening or hazards that may affect the Air Operations and take precautionary measures.*
- viii. *Ensure that all personnel deployed at the Helibases and Helipads are aware of the safety requirements.*
- ix. *Establish ground communication facilities.*
- x. *Notify supervisor immediately of any delays in Helicopter schedules.*
- xi. *Ensure Aircraft rescue measures, fire fighting services, lights, smoke candles, weighing facilities, wind direction socks, dust abatement measures and security etc. are in place and working properly at Helibases and Helipads.*
- xii. *Ensure proper facilities for rest, refreshment, water and sanitation for the Air crew.*
- xiii. *Inform the supervisor about the mission completion.*
- xiv. *Maintain record of various activities performed and send to Group-in-charge.*
- xv. *Perform any other duties assigned by the Group-in-charge.*

### **5.3.20.Roles and responsibilities of Loading/Unloading-in-charge (Air Operations)**

District Excise Officer shall be the Loading/Unloading-in-charge at the District level. HE will have the following responsibilities:

- i. *Be responsible for the safe Operations of Loading and Unloading of cargo and personnel at Helibases.*
- ii. *Report to the Airbases, Helibases and Helipad-in-charge.*
- iii. *Ensure load manifest of personnel and cargo.*
- iv. *Ensure no inflammable material is loaded on the Aircrafts.*
- v. *Supervise loading and unloading crew.*
- vi. *Ensure proper packaging of the loads, keeping in view the weight restriction that may be imposed by the pilots due to weather conditions and make sure that weighing facilities are available for such purpose.*
- vii. *Maintain record of various activities performed and send to Group-in-charge.*
- viii. *Perform any other duties as assigned by the Group-in-charge, Helibase in-charge and Helipad-in-charge.*

#### **5.3.21.Roles and responsibilities of Planning Section Chief**

Deputy Commissioner shall be the PSC and shall have the following responsibilities:

- i. *Coordinate with the activated Section Chiefs for planning and preparation of Incident Action Plan (IAP) in consultation with IC.*
- ii. *Ensure that decisions taken and directions issued in case of sudden disasters when the PS had not been activated are obtained from the IMO (Command Staff) and incorporated in the IAP.*
- iii. *Ensure collection, evaluation, and dissemination of information about the incidents including weather, environment toxicity, availability of resources etc. from concerned departments and other sources. The PS must have a databank of available resources with their locations from where it can be mobilized.*
- iv. *Coordinate by assessing the current situation, predicting probable course of the incident and preparing alternative strategies for the Operations by preparing the IAP.*
- v. *Ensure that Organisational Assignment List (Divisional / Group is circulated among the Unit leaders and other responders of his Section.*
- vi. *Plan to activate and deactivate IRS organisational positions as appropriate, in consultation with the IC and OSC.*
- vii. *Determine the need for any specialised resources for the incident management.*
- viii. *Utilise IT solutions for pro-active planning, GIS for decision support and modeling capabilities for assessing and estimating casualties and for comprehensive response management plan.*
- ix. *Provide periodic projections on incident potential.*
- x. *Report to the IC of any significant changes that take place in the incident status.*
- xi. *Compile and display incident status summary at the ICP.*
- xii. *Oversee preparation and implementation of Incident Demobilisation Plan.*
- xiii. *Assign appropriate personnel, keeping their capabilities for the tasks in mind and maintain On Duty Officers List for the day.*
- xiv. *Ensure that record of various activities performed by members of Units are collected and maintained in the Unit Log.*
- xv. *Perform any other duties assigned by IC.*

#### **5.3.22.Roles and Responsibilities of Resource Unit Leader (RUL) –District**

Resource Unit Leader shall have the following responsibilities:

- i. *Maintain and display the status of all assigned resources (Primary and Support) at the incident site by overseeing the check-in of all resources, and maintaining a resource status-keeping system. Primary resources are meant for responders and support resources are meant for affected communities.*
- ii. *Compile a complete inventory of all resources available. He will also access information about availability of all required resources at other locations and prepare a plan for their mobilisation, if required. India Disaster Resource Network (IDRN), Corporate Disaster Resource Network (CDRN) and India Disaster Knowledge Network (IDKN) facilities will also be used for this purpose.*
- iii. *Ensure and establish Check-in function at various incident locations.*
- iv. *Update the PSC and IC about the status of resources received and dispatched from time to time.*
- v. *Coordinate with the various activated Branches, Divisions and Groups of OS for checking status and utilisation of allotted resources.*
- vi. *Ensure quick and proper utilisation of perishable resources.*
- vii. *Maintain record of various activities performed and send to Section concerned.*
- viii. *Perform any other duties assigned by PSC.*

### **5.3.23.Roles and Responsibilities of Check-in/Status Recorder**

Divisional Forest Officer, Environment & Forest shall be the Check-in Status Recorder and shall have the following responsibilities:

- i. *Ensure that all resources assigned to an incident are accounted for at each check-in point.*
- ii. *Obtain required work materials, including Check-in Lists, Resource Status display boards showing different locations for deployment of resources, collection of resources with time of arrival and type of resources etc.*
- iii. *Establish communications with the EOC and Ground Support Unit (GSU) of Logistic Section (LS)*
- iv. *Ensure displays of check-in locations on signboard so that arriving resources can easily locate the Check-in location(s).*
- v. *Enter or record information on Incident Check-in and deployment list.*
- vi. *Transmit Incident Check-in and deployment information to Resource Unit on a regular and prearranged schedule or as needed.*
- vii. *Forward completed Check-in Lists to the Resource Unit.*
- viii. *Maintain record of various activities performed and send to Sections concerned.*
- ix. *Perform any other duties as assigned by PSC.*

### **5.3.24.Roles and Responsibilities Leader (SUL) of Situation Unit**

Situation Unit Leader shall have the following responsibilities:

- i. *Collect, process and organise all incident information as soon as possible for analysis. For such purposes, he can take the help of members of the Single Resource, Task Forces, Strike Teams, field level Government officers and members of PRIs, CBOs, and NGOs etc.*
- ii. *Prepare periodic future projections of the development of the incident (along with maps if required) and keep the PSC and IC informed.*
- ii. *Prepare situation and resource status reports and disseminate as required.*

- iv. Provide authorised maps, photographic services to responders, if required.*
- v. Attend IAP Meeting with required information, data, documents and Survey of India Maps, etc.*
- vi. Maintain record of various activities performed and send to Section concerned.*
- vii. Perform such other duties assigned by SUL or PSC.*

#### **5.3.25.Roles and Responsibilities of Display Processor (DP) –District**

The Display Processor (DP) is responsible for the display of incident status information obtained from Field Observers (FOs), Single Resource, Strike Teams, Task Forces, and through other sources. Joint Secretary, GAD, Govt. of Mizoram shall be the Display Processor (DP) at the State level and District Information & Public Relation Officer of respective districts shall be the DP at the District levels. They shall have the following responsibilities:

- i. Display incident status obtained from Field Observers (FOs), Single Resource, Strike Teams, Task Forces, aerial photographs and other data received from technical Sources.*
- ii. Report to the SUL.*
- iii. Ensure timely completion of display chart.*
- iv. Obtain necessary equipment and stationery.*
- v. Assist in analysing and evaluating field reports.*
- vi. Maintain record of various activities performed and send to the SUL.*
- vii. Perform such other duties as assigned by SUL or PSC.*

#### **5.3.26.Roles and Responsibilities of Field Observer (FO)**

The Field Observer (FO) is responsible for collecting situation information from personal observations of the incident and provides this information to the SUL. The PSC will specially designate the individuals for such purpose.

Representative from Sub. Hqtr. YMA shall be the FO at the District levels. He shall have the following responsibilities:

- i. Report to SUL immediately on any situation observed which may cause danger and safety hazard to responders and affected communities. This should also include local weather conditions.*
- ii. Gather intelligence that may facilitate better planning and effective response.*
- iii. Maintain record of various activities performed and send to the SUL.*
- iv. Perform such other duties as assigned by SUL or PSC.*

#### **5.3.27.Roles and Responsibilities of Weather Observer (WO)**

District Agriculture Officer, Agriculture Department shall be the WO and shall have the following responsibilities:

- i. Report weather Condition to PSC.*
- ii. Obtain weather forecast data of the place from IMD, Science & Technology Department, etc. and report to PSC.*

#### **5.3.28.Roles and Responsibilities of Documentation Unit Leader (DUL)**

Sub-Divisional Education Officer, Education Department shall be the DUL and shall have the following responsibilities:

- i. Ensure that all the required forms and stationery are procured and issued to all the activated Sections, Branches, Divisions, Groups and Units.*



- ii. *Compile all information and reports related to the incident.*
- iii. *Inform appropriate Units of errors or omissions in their documentation, if any, and ensure that errors and omissions are rectified.*
- iv. *Store files properly for post-incident analysis.*
- v. *Maintain record of various activities performed and send to Sections concerned.*
- vi. *Perform any other duties as assigned by the PSC.*

#### **5.3.29.Roles and Responsibilities of Demobilisation Unit Leader (Demob. UL)**

Addl. SP shall be the Demobilize. UL and shall have the following responsibilities:

- i. *Prepare Incident Demobilisation Plan (IDP).*
- ii. *Identify surplus resources and prepare a tentative IDP in consultation with the PSC and give priority to demobilisation of surplus resources.*
- iii. *Develop incident check-out functions for Sections, Branches, Divisions and units in consultation with all Sections and send to the PS.*
- iv. *Plan for logistics and transportation support for Incident Demobilisation in consultation with LS.*
- v. *Disseminate IDP at an appropriate time to various stakeholders involved.*
- vi. *Ensure that all Sections, Units, Teams and Resources understand their specific Incident Demobilisation responsibilities and avail Demobilisation facilities.*
- vii. *Arrange for proper supervision and execution of the IDP.*
- viii. *Brief the PSC on the progress of Demobilisation.*
- ix. *Request the PSC for additional human resources, if required.*
- x. *Maintain record of various activities performed and send to Sections concerned.*
- xi. *Perform any other duties assigned by the PSC.*

#### **5.3.30.Technical Specialists (TS)**

In consultation with the Responsible Officer and IC, the Planning Section Chief (PSC) may mobilise Technical Resources and Specialists for specialised response, if required. They may be deployed for technical planning or specialized technical response and will function under the concerned section chief. The TSs will provide technical support to the response activities.

#### **Roles and Responsibilities of Logistics Section Chief (LSC)**

The activation of various Branches of the LS is context specific and would depend on the enormity and requirements of the incident. The Finance Branch (FB) constitutes an important component of the LS to facilitate speedy procurement, and proper accounting following financial procedures and rules.

Superintendent of Police shall be the LSC and shall have the following responsibilities:

- i. *Coordinate with the activated Section Chiefs.*
- ii. *Provide logistic support to all incident response effort including the establishment of SA, Incident Base, Camp, Relief Camp, Helipad etc.*
- iii. *Participate in the development and implementation of the IAP.*
- iv. *Keep Responsible Officer and IC informed on related financial issues.*
- v. *Ensure that Organisational Assignment List (Divisional / Group) is circulated among the Branch Directors and other responders of his Section.*
- vi. *Request for sanction of Impressed Fund, if required.*

- vii. *Supervise the activated Units of his Section.*
- viii. *Ensure the safety of the personnel of his Section.*
- ix. *Assign work locations and preliminary work tasks to Section personnel.*
- x. *Ensure that a plan is developed to meet the logistic requirements of the IAP with the help of Comprehensive Resource Management System.*
- xi. *Brief Branch Directors and Unit Leaders.*
- xii. *Anticipate over all logistic requirements for relief Operations and prepare accordingly.*
- xiii. *Constantly review the Communication Plan, Medical Plan and Traffic Plan to meet the changing requirements of the situation.*
- xiv. *Assess the requirement of additional resources and take steps for their procurement in consultation with the Responsible Officer and IC.*
- xv. *Provide logistic support for the IDP as approved by the Responsible Officer and IC.*
- xvi. *Ensure release of resources in conformity with the IDP.*
- xvii. *Ensure that the hiring of the requisitioned resources is properly documented and paid by the FB.*
- xviii. *Assign appropriate personnel, keeping their capabilities for the tasks to be carried out and maintain On Duty Officers List for the day.*
- xix. *Ensure that cost analysis of the total response activities is prepared.*
- xx. *Ensure that record of various activities performed by members of Branches and Units are collected and maintained in the Unit Log.*
- xxi. *Perform any other duties as assigned by Responsible Officer or IC.*

#### **5.3.31.Roles and Responsibilities of Service Branch Director (SBD)**

District Local Administrative Officer, LAD shall be the SDB and shall have the following responsibilities:

- i. *Work under the supervision of LSC, and manage all required service support for the incident management.*
- ii. *Manage and supervise various Units of the Branch like Communication Unit, Medical Unit, Food Unit and any other activated Unit.*
- iii. *Discuss with activated Unit leaders for the materials and resources required and procure the same through LS.*
- iv. *Ensure proper dispatch of personnel, teams, resources etc as per the IAP.*
- v. *Prepare an assignment list, if required.*
- vi. *Keep the LSC informed about the progress of Service Branch, from time-to-time.*
- vii. *Resolve Service Branch problems, if any.*
- viii. *Maintain record of various activities performed and send to sections concerned.*
- ix. *Perform any other duties assigned by the IC and LSC.*

#### **5.3.32.Roles and Responsibilities of Communication Unit Leader (Com. UL)**

Inspector (Wireless), Police Department of respective districts shall be the Com. UL, and shall have the following responsibilities:

- i. *Work under the direction of the SBD.*
- ii. *Provide communications facility as and when required.*
- iii. *Ensure that all communications equipment available are in working condition and that the network is functional.*

- iv. *Supervise Communication Unit activities.*
- v. *Maintain the records of all communications equipment deployed in the field.*
- vi. *Recover equipment provided by Communication Unit after the incident is over.*
- vii. *Ensure that it is properly linked with the IDP.*
- viii. *Ensure setting up of a message centre to receive and transmit radio, telephone and other messages from various activated Sections, Branches, Units and higher authorities and maintain their records.*
- ix. *Prepare an alternative communication plan for execution in case of possible failure of the normal communications network. The alternative communications network may have wireless, satellite phones, cell phones, HAM radios, Morse Code torch signal, etc.*
- x. *Prepare a plan for integration of the communications set up of the central teams (NDRF, Armed Forces) with the local communications set up for the management of large scale disasters when they come to assist in the response effort.*
- xi. *Ensure that the communications plan is supporting the IAP.*
- xii. *Demobilise Communications Centre in accordance with the IDP.*
- xiii. *Maintain record of various activities performed and send to SBD.*
- xiv. *Perform any other duties assigned by the SBD or LSC.*

### **5.3.33.Roles and Responsibilities of Medical Unit Leader (MUL)**

Medical Superintendent, Health & Family Welfare Department shall be the MUL and shall have the following responsibilities:

- i. *Work under the direction of the SBD.*
- ii. *Prepare the Medical Plan and procurement of required resources as per IAP, provide medical aid and ambulance for transportation of victims and maintain the records of the same, obtain a road map of the area from the PS for the ambulance services, transportation of medical personnel and victims.*
- iii. *Respond to requests of the OS for medical aid, transportation and medical supplies etc. under intimation to the SBD and LSC.*
- iv. *Maintain the list of medical personnel who could be mobilised in times of need.*
- v. *Requisition more human resources as and when required to meet the incident Objectives.*
- vi. *Prepare and circulate list of referral service centres to all the medical team leaders.*
- vii. *Maintain record of various activities performed form any other duties assigned by the SBD and LSC.*

### **5.3.34.Roles and Responsibilities of Food Unit Leader (FUL) – District**

District Civil Supply Officer, Food and Civil Supply and Consumer Affairs shall be the FUL and shall have the following responsibilities:

- i. *Work under the direction of the SBD.*
- ii. *Supply resources to various activated Sections, Branches, Units and Groups of IRT as per direction of the SBD.*
- iii. *Supply food to Personnel of IRT(s) at ICP, Camps, Incident Base, SA and Victims at the Otemporary shelters, relief camps etc.*
- iv. *Request for assistants if the task becomes very large. The FUL may request the LSC to split the unit into two groups—one to supply food for personnel and another for victims.*
- v. *Requisition transport for supply of food to incident base, relief camp and other facilities.*

- vi. *Determine food and drinking water requirements and their transportation, and brief the SBD and LSC.*
- vii. *Maintain an inventory of receipt and dispatch of resources.*
- viii. *Supervise the Unit activities.*
- ix. *Maintain record of various activities performed and send to SBD.*
- x. *Perform any other duties assigned by the SBD and LSC.*

#### **5.3.3.5.Roles and Responsibilities of Support Branch Director (Sup. BD)**

District Local Administrative Officer, LAD shall be Sup. BD and shall have the following responsibilities:

- i. *Work under the supervision of LSC, and supervise the function of Resource Provisioning Unit, Facility Unit and Ground Support Unit.*
- ii. *Procure and dispatch required tactical materials and resources for Operations with the concurrence of the Section Chief.*
- iii. *Participate in the planning meeting of the LS.*
- iv. *Ensure that organisation assignment list concerning the Branch is circulated to all Units under him.*
- v. *Coordinate various activities of the Support Branch.*
- vi. *Keep the LSC informed about the progress of work.*
- vii. *Resolve problems within his unit, if any.*
- viii. *Maintain record of various activities performed and send to Section concerned.*
- ix. *Perform any other duties assigned by the LSC.*

#### **5.3.36.Roles and Responsibilities of Resource Provisioning Unit Leader (RPUL)**

District Civil Supply Officer, FCS&CA Dept. shall be the RPUL and have the following responsibilities:

- i. *Work under the supervision of Sup.BD.*
- ii. *Organise movement of personnel, equipment and supplies.*
- iii. *Receive and store safely all supplies required for the incident response.*
- iv. *Maintain the inventory of supplies and equipment.*
- v. *Maintain the records of receipt and dispatch of supplies including equipment and Personnel.*
- vi. *Organise repair and servicing of non-expendable supplies and equipment.*
- vii. *Participate in the planning meeting of LS.*
- viii. *Monitor the 'Kind', 'Type' and quantity of supplies available and dispatched.*
- ix. *Receive and respond to requests for personnel, supplies and equipment from the activated Sections, Branches, Divisions, Units and Groups of the IRS organisation under intimation to Sup. B.D.*
- x. *Requisition additional human resource assistance, if needed. These assistants may be deployed for different functional activities such as Resource Ordering, Resource Receiving and Tool & Equipment maintenance.*
- xi. *Maintain record of various activities performed and send to Sup.BD.*
- xii. *Perform any other duty as assigned by LSC or Sup.BD.*

#### **5.3.37.Roles and Responsibilities of Facilities Unit Leader (Fac. UL)**

Superintendent of Taxes, Taxation Department shall be the Fac. UL and shall have the following responsibilities:

- i. *Prepare the layout and activation of incident facilities, e.g., Incident Base, Camp(s), Relief Camp(s), ICP, etc., and provide basic amenities to the responders.*
- ii. *Locate the different facilities as per the IAP.*
- iii. *Participate in the planning meeting of the Section, prepare list for each facilities and its requirements in coordination with the LSC.*
- iv. *Ask for additional personnel support if required to monitor and manage facilities at Incident Base and Camp etc.*
- v. *Maintain record of various activities performed and send to sup. BD.*
- vi. *Perform such other duties as assigned by the Sup. BD.*

### **5.3.38. Roles and Responsibilities of Ground Support Unit Leader (GSUL)**

Executive Engineer, PWD shall be the GSUL and shall have the following responsibilities:

- i. *Work under the supervision of the Sup. BD.*
- ii. *Provide transportation services for field operations to TBD.*
- iii. *In case Air Operations are activated, organise and provide required ground support through TBD.*
- iv. *Provide maintenance and repair services for all the vehicles and related equipment used for incident management as per proper procedures and keep the concerned line departments informed through the Sup. BD and LSC.*
- v. *Develop and implement the Incident Traffic Plan.*
- vi. *Inform Resource Unit about the availability and serviceability of all vehicles and equipment.*
- vii. *Arrange for and activate fuelling requirements for all transport including Aircrafts in consultation with the Sup. BD.*
- viii. *Maintain inventory of assigned, available and off road or out of service resources.*
- vi. *Complete final processing of all bills arising out of the response management and send documents for payment with the approval of the FBD, LSC and IC.*
- vii. *Brief FBD on current problems with recommendations on outstanding issues and follow-up requirements.*
- viii. *Maintain record of activities performed and send to FBD.*
- ix. *Perform any other duties as assigned by the FBD.*
- ix. *Ensure safety measures within his jurisdiction.*
- x. *Maintain record of various activities performed and send to the Sup. BD.*
- xi. *Perform any other duties as assigned by the Sup. BD.*

### **5.3.39. Roles and Responsibilities of Finance Branch Director (FBD)**

District Treasury Officer, Accounts & Treasuries Department shall be the FBD and shall have the following responsibilities:

- i. *Work under the LSC.*
- ii. *Attend planning meetings.*
- ii. *Prepare a list of resources to be mobilised, procured or hired in accordance with the IAP. Obtain orders of the competent authority as per financial rules and take steps for their procurement without delay.*

- iv. *Ensure that time records of hired equipment, personnel and their services are accurately maintained as per Government norms for payment.*
- v. *Examine and scrutinise cost involved in the entire response activity including the demobilisation, analysis the cost effectiveness and keep the LSC informed.*
- vi. *Ensure that all obligation documents initiated at the incident are properly prepared, completed, verified and signed by the appropriate Section Chief and BD.*
- vii. *Brief the LSC or IC on all incident related financial issues needing attention or follow-up.*
- viii. *Maintain record of various activities performed and send to Sections concerned.*
- ix. *Perform any other duties as assigned by the LSC or IC.*

#### **5.3.40.Roles and Responsibilities of Time Unit Leader (TUL)**

District Research Officer, Economic & Statistics, shall be the TUL and shall have the following responsibilities:

- i. *Maintain time recording of hired equipment and personnel and ensure that it is maintained on a daily basis and according to government norms.*
- ii. *Examine logs of all hired equipment and personnel with regard to their optimal Utilization.*
- iii. *Ensure that all records are correct and complete prior to demobilisation of hired Resources.*
- iv. *Brief the FBD on current problems with recommendations on outstanding issues, and any follow-up required.*
- v. *Ask for additional support of human resources for assistance, if required.*
- vi. *Maintain record of the activities performed and send to FBD.*
- vii. *Perform any other duties as assigned by the FBD.*

#### **5.3.41Roles and Responsibilities of Compensation / Claims Unit Leader (Com. /CUL)**

Asst. Settlement Officer, Land Revenue & Settlement Dept. Shall be the Com. /CUL and shall have the following responsibilities:

- i. *Collect all cost data and provide cost estimates.*
- ii. *Prepare and maintain a list of requisition premises, services, resources and vehicles, etc. with correct date and time of such requisition.*
- iii. *Follow appropriate procedures for preparation of claims and compensation.*
- iv. *Requisition additional human resources, if required.*
- v. *Maintain record of various activities performed and send to FBD.*
- vi. *Perform any other duties as assigned by the FBD.*

#### **5.3.42. Roles and Responsibilities of Procurement Unit Leader (PUL) – District**

Superintendent, DC Office shall be the PUL and shall have the following responsibilities:

- i. *Attend to all financial matters pertaining to vendors and contracts.*
- ii. *Review procurement needs in consultation with the FBD.*
- iii. *Prepare a list of vendors from whom procurement can be done and follow proper Procedures.*
- iv. *Ensure all procurements ordered are delivered on time.*
- vi. *Coordinate with the FBD for use of impress funds, as required.*

### **5.3.43. Roles and responsibilities of Cost Unit Leader (CUL)**

SDO (Sadar) shall be the CUL and shall have the following responsibilities:

- i) Develop incident cost summaries in consultation with the FBD on the basis of Cost Analysis Report.*
- ii) Make cost-saving recommendations to the FBD.*
- iii) Complete all records relating to financial matters prior to demobilisation.*
- iv) Maintain record of various activities performed and send to FBD.*
- v) Perform any other duties as assigned by the FBD*

### **5.4 Protocol for Seeking Help from Other Agencies**

It includes the institutions like Central and State Government, Public Sector undertaking (PSUs), Other State Governments, National Disaster Response Force (NDRF), State Disaster Response Force (SDRF), Army, Navy, Air Force and Central Paramilitary Forces.

1. Govt. of India-DDMA Chairman will request State Govt. when the district authority cannot handle the situations.
2. State Government -DDMA Chairman may request State Government for emergency response.
3. PSUs - DDMA Chairman will request the PSU authority for detailment of their QRTs
4. Other State Governments -DDMA Chairman may request State Government for assistance of other State Government
5. NDRF -DDMA Chairman may contact the NDRF authority for detailment of their force immediately in case of urgency.
6. SDRF -DDMA Chairman may contact the SDRF authority for detailment of their force immediately in case of urgency.
7. Army, Navy, Air Force - DDMA Chairman may contact the NDRF authority for detailment of their force immediately in case of immediate response.
8. Central Paramilitary Forces-DDMA Chairman may contact the NDRF authority seeking their help immediately.

### **5.5 Mechanisms for Checking and Certification of Logistics, Equipment and Store**

The Disaster related equipment stored at different locations shall be checked up once a year by the DDMA along with the expert teams.

### **5.6 Operational Check - up of Warning Systems**

Operational check - up of Warning systems is done twice a year.

### **5.7 Operational Check - up for EOC**

Operational check - up for EOC is done after every three months in a year.

### **5.8 Seasonal Inspection of Facilities and Critical Infrastructure**

1. Electricity - Power & Electricity Department
2. Water - PHE Department
3. Road & Buildings - Public Work Department
4. Food - Food & Civil Supply Department

## 5.9 Command and coordination - identification of quick response teams

### 1. Quick response team on Communication

- *The QRT (Quick Response Team) members will reach to the office as soon as they get instruction from the TL (Team Leader).*
- *Once the QRTs receive any intimation from the nodal officer at the site they would rush to the site. At the emergency site QRT members will take stock of the situation from the IC and would also know about their counterparts.*

**Nodal Agency** : Bharat Sanchar Nangam Limited (BSNL)

**Supporting Agencies** : NIC, MPRO, I& PRO

### 2. Quick response team on Evacuation: (Responsibilities See Chapter 12)

**Nodal Agency** : Office of the Deputy Commissioner

**Supporting Agencies:** Police, Fire Service, Civil Defence, NCC, Army, P.W.D, P.H.E

### 3. Quick Response Team on Search and Rescue

- *Assessment of damage (locations, number of structures damaged, severity of damage).*
- *The QRTs will be deployed at the affected site.*
- *Enlisting the types of equipment required for conducting the S&R.*
- *QRTs will report the situation and the progress in response activities to the respective EOC.*

**Nodal Agency:** Police, Fire Service.

**Supporting Agencies:** Civil Defence, NCC, Army, Health Department and P&E.

### 4. Quick Response Team on Law and Order (Responsibilities See Chapter 12)

**Nodal Agency:** Police Department

**Supporting Agencies:** Home Guards, Civil Defence, and Army.

### 5. Quick Response Team (QRT) on Medical Response and Trauma Counselling

- *QRTs will provide situation and progress reports on the action taken by the team to the respective EOCs.*
- *QRTs will assess type of injuries, number of people affected and possible medical assistance needs.*
- *QRTs will ensure timely response to the needs of the affected victims such as:*
- *Establishing health facility and treatment centres at disaster sites.*
- *Providing medical services as reported by the District Civil Surgeon with District EOC and State EOCs.*
- *Procedures should be clarified in between*
- *Peripheral hospitals*
- *Private hospitals*
- *Blood banks*
- *General hospitals and*
- *Health services established at transit camps, relief camps and affected villages*
- *QRTs should maintain check posts and surveillance at all entry and exit points from the affected area, especially during the treat or existence of an epidemic.*



**Nodal Agency:** State Health Department

**Supporting Agencies:** Civil Defence, NSS, DMS

## **6. Quick Response Team (QRT) on Water Supply**

- *QRTs will ensure that supply of drinking water is made available at the affected site and relief camp.*
- *QRTs will ensure the temporary sewerage lines and drainage lines are kept separate.*
- *QRTs will report the situation and the progress on action taken by the team to the EOC.*
- *QRTs will intimate their TL of the additional resources needed.*
- *Carry out emergency repairs of all damages to water supply systems.*
- *Assist health authorities to identify appropriate sources of potable water.*
- *Identify unacceptable water sources and take necessary precautions to ensure that no water is accessed from such sources, either by sealing such arrangements or by posting the department guards.*
- *Arrange for alternate water supply and storage in all transit camps, feeding centres, relief camps, cattle camps, and also the affected areas, till normal water supply is restored.*
- *Ensure that potable water supply is restored as per the standards and procedures laid down in "Standards for Potable Water".*
- *Plan for emergency accommodations for staff from outside the area.*
- *QRTs will ensure timely response to the needs of the affected victims.*
- *QRTs will set up temporary sanitation facilities at the relief camps.*

**Nodal Agency:** PHE

**Supporting Agency:** LAD

## **7. Quick Response Team (QRT) on Relief**

- *QRTs will report to site of the relief camps.*
- *QRTs will be responsible to management and distribute relief items to the affected victims.*
- *QRTs will be responsible for reporting the progress on action taken by the team to the EOC.*
- *QRTs will provide information to their TL about the need of additional resources in clearing of the areas to establish relief camps.*
- *Setting up relief camps and tents using innovative methods that can save time.*
- *Assist local authorities to set up important telecom and other service related facilities.*
- *To initiate, direct and market procurement of food available from different inventories and ensuring food supplies to the affected population.*
- *Preparing take – home food packets for the families.*
- *Ensuring distribution of relief material to the all the people including vulnerable groups of the target area such as women infants, pregnant women, and children, aged people and handicapped.*
- *Ensuring support to Local Administration.*
- *To locate adequate relief camps based on damage survey.*
- *Develop alternative arrangements for population living in structures that might be affected even after the disaster.*

**Nodal Agency:** Department of Food and Civil Supplies

**Supporting Agency:** NGOs

## **8. Quick Response Team on Equipment support, debris and road clearance**

- *Damage assessment including locations, number of structures damaged and severity of damage.*
- *The QRTs will be deployed at the affected site.*

- *Enlisting the types of equipment as compiled from IDRN resource inventory required for conducting the debris clearance and relief camps, and medical facilities for disaster victims.*
- *The QRTs will report the situation and the progress in response activities to the respective EOCs. Undertake construction of temporary roads to serve as access to temporary transit and relief camps, and medical facilities for disaster victims.*
- *Repairing of all paved and unpaved road surface including edge metalling, pothole patching and any failure of surface, foundations in the affected areas by maintenance engineer's staff and keeps monitoring their conditions.*

**Nodal Agency :** PWD

**Supporting Agency:** LAD

## **9. Quick Response Team (QRT) on Electricity**

- *QRTs members will reach the nodal office as soon as they get instructions to do so from the TL.*
- *QRT members would reach to the site immediately after receiving instruction from the nodal officer.*
- *On the site QRT members will take stock of the situation from the IC at the site and their counter parts.*
- *The QRTs will coordinate, collect, process, report and display essential elements of information and facilitate support for planning efforts in response operations.*
- *Begin repairing and reconstruction work.*
- *Assisting hospitals in establishing an emergency supply by assembling generators and other emergency equipments, if necessary.*
- *The members of QRTs will establish temporary electricity supplies for transit camps, feeding centres, relief camps, District Control Room and on access roads to the same.*
- *The members of QRTs will establish temporary electricity supplies for relief material go-downs.*
- *Compile an itemized assessment of damage, from reports made by various electrical receiving centres and sub-centres.*
- *Report about all the activities to the head office.*

**Nodal Agency :** P&E

**Supporting Agency:** NGOs

## **10. Quick Response Team (QRT) on Transport**

- *The QRT members will reach to the nodal office as soon as they will get instructions to do so from the TL.*
- *As quick response teams will receive instructions from the nodal officer they would reach to the site immediately.*
- *QRTs would report the situation and the progress on action taken by the team to the respective EOCs.*
- *QRTs will send a requirement schedule for the different modes of transportation e.g. trucks, boats, helicopters to be put on stand-by.*
- *QRTs will ensure timely re-establishment of the critical transportation links.*
- *The members of QRTs will establish temporary electricity supplies for relief material go downs.*

- *Compile an itemized assessment of damage, from reports made by various electrical receiving canter and sub-centres.*
- *Reporting about all activities to the head of offices.*

**Nodal Agency :** Department of Transport

**Supporting Agencies:** PWD

## **5.10 NGOs and Other Stakeholders Coordination**

The social organizations like YMA, MHIP and MUP in each block are recognized as social service functionary NGOs, they are entitled to the stakeholder in the district. In the event of Disaster, NGOs and other stakeholder coordinate the district authority to handle the disaster situation.

## **5.12 Community Preparedness**

### **5.12.1 Community Warning System**

IMD is responsible for warning of thunderstorm, cyclone and earthquake and the DDMA/DEOC will warn the public through the Information & Public Relations Department to the BDOs for further information to all the Village Early Warning System Teams. After receipt of warning, the teams shall communicate the message to the concerning people of the areas by sound system or any locally available resources. The DDMA/DEOC shall ensure best mechanism for timely international dissemination of forecasting and warning of impending disaster to the community.

### **5.12.2 Campaign on Community Awareness, Education**

Awareness and education programmes of DM are conducted regularly under the supervision of DDMA and BDOs by involving the community at the honest levels

### **5.12.3 Community's Responsibility**

The community should not only support the DDMA but owed the responsibility for the effective DM at their level. Their responsibilities are:-

- i) To promote community education and awareness
- ii) Training and capacity building in Search & Rescue, First Aid and conducting Mock Drills
- iii) Preparation of Community/VDMP through participatory approach along with formation of teams

## **5.13 Standard Operating Procedures (SOPS)**

### **5.13.1 Protocol and arrangements for Official visits**

VIP visit to any affected areas is important to build confidence on the people after event of disaster. However, minimum protocol requirement is to be maintained so as to affect the relief and response operation.

### **5.13.2 Procurement**

To provide logistical support to government and agencies for procurement of relief goods, transportation, tents, blankets, tarpaulins, equipment etc., and monitoring illegal price escalations, stocking, etc. during crisis, DDMA and other local authority should procure such resource and if they have such resource to prepare them in ready to best utilise in disaster situation event.

### **5.13.3 Logistics**

The process of response includes personnel, equipment, vehicles, facilities, etc. all of which will depend upon the acquisition, transport and distribution of resources, the provision of food and water, and proper medical attention. The Logistic section is responsible for the mentioned process

### **5.14 Knowledge Management, Networking and Sharing**

Uploading of information of resources on India Disaster Resource Network (IDRN) / State Disaster Resource Network (SDRN)

State Disaster Resource Network and India Disaster Resource Network is a crucial databases for response to any disaster. SDRN and IDRN updates are regular held base work.

IDRN, a web based information system, is a platform for managing the inventory of equipment, skilled human resources and critical supplies for emergency response. The primary focus is to enable the decision makers to find answers on availability of equipment and human resources required to combat any emergency. These databases will also enable them to assess the level of preparedness for specific vulnerabilities. It is a nationwide district level resource database. Each user of all districts of the state has been given unique username and password through which they can perform data entry, data updating on IDRN for resources available in the district.

### **5.14.2. Documentation**

Documentation is a very important activity in disaster management. DDMA also appoint duty for documentation. Documentation should be in good manner. It can be in summary and detail form. It should be reliable and authenticate.

### **5.15 Media Management**

The role of media both, print and electronic, in informing the people and the authorities during emergencies becomes critical, especially the ways in which it can play a vital role in public awareness and preparedness. Role of media is through educating the public about disasters, warning of hazards, gathering and transmitting information about affected areas, alerting government officials, helping relief organisations and the public towards specific needs; and even in facilitating discussions about disaster preparedness and response. During any emergency, people seek up-to-date, reliable and detailed information. IPR Department is responsible for Media Management.

### **5.16 Medical Preparedness**

The District Medical Officer is in charge of Disaster Medicines and Mass Casualty Management. The following activities are to be prepared-

- Preparation of availability of Authentic Database medical database for public and private facilities available in the district.
- Resource management- man power, logistics, medical equipments, medicines, antidotes, personal protective equipments, disinfectant, vaccine etc.
- Identification of IRS at the district level and disaster site.
- Preparation of Medical Management Plan
- Preparation of Hospital Preparedness/Disaster Management Plan
- Training and capacity building

### **5.17 Resource Mobilization**

For any disaster happening in district resources are very important for response to disaster. Resource mobilization is one of the most important crucial activities. IDRN and SDRN portal are have information regard to which kind of resource are available and location of its. IDRN and SDRN should use for resource mobilization. DDMC and VDMC should be update regularly.

## CHAPTER 6

### CAPACITY BUILDING AND TRAINING MEASURES

As per National Disaster Management Act 2005 Capacity building means identification of existing resources and resources to be acquired or created; organisation and training of personnel and coordination of such training for effective management of disasters. Developing of DDMP including capacity building or rising awareness among the stakeholders can be determined as successful and sustainable plan. Stake holders and communities are critical components to a successful, long term, sustainable disaster management plan. Capacity building develops and strengthens the skills, competencies and abilities of the Government, non-government officials and communities to achieve their desired results during and after the event of disasters, as well as preventing hazardous events from becoming disasters.

#### 6.1 Capacity Building Training and Awareness available in Champhai District

Task	Activity	Responsibility
Training & Awareness	Sensitization to office disaster management plan	DDMA
	Training on school safety programme	DDMA & School Education Department
	Workshop on disaster risk reduction	DDMA
	Training on disaster management cum mock drill for police personal	Home Department
	Training to NGOs / CBOs in various aspects of disaster management	DDMA
	Training to educational institutions, teachers, etc. and college / school safety, search and rescue, first-aid	DDMA, Education Department and Sport & Youth Services Department
	Familiarization Exercise	DDMA & NDRF
	Training on School Safety Programme	DDMA
	Mega Mock Drill	DDMA & NDMA
	Disaster Risk Reduction Week	DDMA & Directorate, DM&R

#### 6.2 Training and Awareness on Community Based Disaster Management Plan

Taking into account of the negative impact of the natural disasters in the district, community is the first responder to any disaster and the first to be affected. It is the first step towards community preparedness and stressed that any strategy must focus on the community and its problem for effective implementation in the District Management Plan. Therefore, effective participation of the community which includes all sections of the society is emphasized as to cope with the community and their preparedness level so that loss of life and property can be reduced, The concept of putting the communities at the forefront give rise to the idea of CBDM.

The community needs to be empowered for coping with disasters as well as the need to mobilise their capabilities and capacities for effective DM. It is well-known that the local communities have an active part to play in all phases of disaster because:

- \* A good state of preparedness by the community before a disaster strikes may reduce its impact.
- \* The community can save more number of lives during the peak hours after the onset of a disaster and till the arrival of external help.
- \* The community can effectively address the issues of water and sanitation, health, rehabilitation etc. in more organised way.

### 6.3 The following Norms to be considered for physical spaces of class room

Category	Gross area of class room
Pre. school	2.00 sq. meter per child
Primary School (With furniture)	1.11 sq. meter per child
Primary School (With squatting)	0.74 sq. meter per child
Sec. & High Secondary	1.26 per sq. meter child

School buildings to adhere to specified construction standards: The National Code of India 2005, developed standards for construction of a school building.

Sl/No	Codes	Functional Area
1	IS 1893 (Part1-2002)	Criteria of earthquake resistant design of structure
2	IS 4326-1993	Practice for earthquake resistant design and construction of building
3	IS 13828-1993	Guidelines for improving earthquake resistant of low strength masonry building
4	IS 13920-1993	Ductile detailing of reinforced concrete structure subject to seismic force
5	IS 456-2000	Structural design of buildings
6	IS 2440-1975	Code of practice of fire safety in educational institutions
7	IS 2440-1975	Guide for day lighting of building
8	IS 4963-1987	Recommendation for buildings and facilities for physically handicapped
9	IS 7662 (Part1)-1974	Recommendation of orientation of building
10	IS 4837-1990	School furniture, classroom chair and tables recommendation
11	IS 4838-1990	Anthropometrics dimensions for school children age group 5-17 years
12	IS 8827-1978	Recommendations for basic requirements of school buildings
13	Energy Conservation Building Code (ECBC) 2007	For energy conservation in buildings

## **CHAPTER 7**

### **RESPONSE AND RELIEF MEASURES**

Response measures are those which are taken instantly prior to, and following, an event of disaster aimed at mitigating injuries, loss of life and damage to property, the environment and rescuing those who affected or likely to be affected by disaster. Response process begins as soon as it becomes apparent that a disastrous event is imminent and lasts until the disaster is declared to be over. Since response is conducted during periods of high stress in a highly time-constrained environment and with limited information and recourses (in majority of the cases), it is by far the most complex functions of disaster management. Response includes not only those activities that directly address to the immediate needs, such as search and rescue, first aid and shelters, but also includes the systems to coordinate and support such efforts. For effective response, all the stakeholders need to have a clear perception/ vision about hazards, its consequences and actions that need to be taken in the even to fit.

#### **7.1. Warning and Alert**

##### **7.1.1 Early Warning Systems from IMD/NWFC**

- Warning message is received in the DEOC from IMD/NWFC.
- Warning message is immediately disseminated to the BDOs control room.
- These are the following technical agencies that are responsible for issue of hazard wise early warnings:

1. Cyclone - Indian Meteorological Department (IMD)
2. Epidemics - Health & Family Welfare Department, AH &Vety. Department.

##### **7.1.2 Warning Dissemination**

- Warning messages are immediately disseminated to the Block Development Officer which will translate the alert warning in local language(s) to inform the committee.
- Withdrawal of warning is also disseminated and communicated accordingly.

#### **7.2 Activation of EOC**

On receipt of warning message or just after the occurrence of any unforeseen emergencies the DEOC and Sub-Division level control room are activated with reinforcement.

#### **7.3 Resource Mobilization**

To get control over the situation the Chairman of DDMA shall directs the required resources for mobilization to the spot of the incident immediately.

#### **7.4 Seeking External Help for Assistance**

In case external help is required, the Chairman DDMA will contact the State Government with specific requisitions of search & rescue team, medical team, relief etc. items

#### **7.5 First Assessment Report**

First assessment report gives a brief of the incident that took place, damage to the lives, and properties infrastructures, essential service etc. FAR shall be prepared by the damage assessment team and sent to the Chairman DMMA and who is the Chairman DDMA shall forward the first as assessment report to the State Government.



## **7.6 Media Management/Coordination/Information Dissemination**

Media play an important role in disaster management. On receipt of warning information must be given to the public over Cable Network, Radio, and local newspaper. Withdrawal of information is also disseminated and communicated accordingly.

## **7.7 Development of SOPs**

In the event of disaster First Aid & Medical Team and Search and Rescue Team will function as Quick Response Team in addition to their normal duties.

## **7.8 SOP for the Teams is as follows**

### **I. First Aid & Medical Team:**

This team will promptly attend to all the casualties in the event of any disaster. They will be provided with First Aid kits and Health Department will impart training to the team members

### **II. Search& Rescue Team**

This team will also perform evacuation and search and rescue operations. They will undergo training on –

1. Rescue Technique for Drowning
2. Fire fighting and
3. Search and rescue of collapse building victims.

### **III. Shelter Management and Sanitation Team**

This team will identify building for accommodation of shelter – less people due to disaster.

### **IV. Relief Co-ordination Team**

This team will do collection and distribution of all other relief material except food and water supply.

### **V. Food& Water Supply Team**

This team will ensure that sufficient food and water is available for emergency response. They will be responsible for fair distribution of food and water during relief works.

### **VI. Information & Damage Assessment Team**

This team will give immediate assessment report to the authorities on damage, missing persons, casualty etc. All relevant information will also be supplied to the government functionaries as well as giving necessary information to the local people during the disaster period.

### **VII.Carcass and Debris Disposal Team**

The team will engage itself in the disposal of Carcass / debris to a safe place or dumping ground before the decay of the objects either by burying or burning them so as to prevent the spread of diseases.

## CHAPTER 8

### RECONSTRUCTION, REHABILITATION & RECOVERY MEASURES

Reconstruction, rehabilitation and recovery measures come under the post disaster activities which mean construction or restoration or rehabilitation of any property or habitant after a disaster.

#### **8.1 General Policy**

Disaster Management Act (Section 12) mandates National Disaster Management Authority (NDMA) to recommend Guidelines for minimum standards of relief to be provided to persons affected by disaster which shall include:

- (a) The minimum requirement should be provided in the relief camps in relation to shelter, food, drinking water, medical cover, sanitation
- (b) Special provisions to be made for widows and orphans.
- (c) *Ex gratia* assistance on account of loss of life as also assistance on account of damage to houses and for restoration of means of livelihood
- (d) Such other relief as may be necessary

According to Section 19 of the act, the State Authorities shall lay down detailed guidelines for providing standards of relief to persons affected by disaster in the state and such standards shall in no case be less than the minimum standards in the guidelines laid down by National Authority. Hence, NDMA, as mandated by the Act, has worked out the basic minimum standards of relief to be provided to the persons affected by disaster.

#### **1. Relief and Rehabilitation Camp:-**

Relief shelters and Rehabilitation camps shall be setup in order to accommodate people affected by a disaster. The State Govt./ District administration sometimes may not be able to implement all the basic guidelines recommended by NOMA from day one of the disaster and therefore, the following method shall be followed:-

- (a) First three days—Basic norms to the possible extent may be followed.
- (b) 4 to 10 days—Efforts should be made to follow most of the norms recommended by NDMA in this Guideline.
- (c) 11 days and above — NDMA's prescribed norms shall be followed.

The factors like terrain, climatic conditions at the site of disaster etc. will also impact the requirement and ability of the administration and other stakeholders to deliver relief. These constraints should also be kept in view while prescribing minimum standards of relief.

#### **2. Minimum Standards in respect of Shelter in relief camps:-**

- (a) District Administration shall take necessary steps to pre-identify locations/ buildings like local schools, anganwadi centres/ community centres etc. which can be used as Relief shelters where people can be accommodated in case of disaster in the area. In such centres, necessary facilities like sufficient number of toilets, water supply, generators with fuel for power backup during disasters shall be ensured.
- (b) In the relief centres, 3.5Sq.m of covered area per person with basic lighting facilities shall be catered to accommodate the victims. In mountainous areas, minimum covered area shall be relaxed due to lack of available flat land/built up area. Special care shall be taken for safety and privacy of inmates, especially for women, widows and children. Special arrangements should be made for differently-abled persons, old and medically serious patients.

- (c) Relief canters shall be temporary in nature and be closed as soon as normalcy returns in the area.
- (d) Sufficient number of sites based on population density shall be identified as relief centres and earmarked well in advance at the time of planning and development of a metro/city/town.

**3. Minimum Standards in respect of Food in relief camps:-**

- (a) Milk and other dairy products shall be provided for the children and lactating mothers. Every effort shall be taken in the given circumstances to ensure sufficient quantity of food is made available to the affected people (especially for aged people and children) staying in the relief shelters/ camps.
- (b) Sufficient steps shall be taken to ensure hygiene at community and camp kitchens. Date of manufacturing and date of expiry on the packaged food items shall be kept in view before distribution.
- (c) It shall be ensured that men and women are supplied food with minimum calorie of 2,400Kcal per day. In respect of children /infants, the food to be supplied would be 1,700Kcal per day.

**4. Minimum Standards in respect of Water in relief camps:-**

- (a) Sufficient quantity of water shall be provided in the relief camps for personal cleanliness and hand-wash.
- (b) It may be sure that the minimum supply of 3 litres per person, per day of drinking water is made available in the relief camps. Further, the State/UT/ District authorities shall adjust the minimum quantity of water etc. as per the geographic, demographic and social practices of the region. If other means for providing safe drinking water is not possible at-least double chlorination of water needs to be ensured.
- (c) In order to ensure adequate water supply, the location of the source of water supply shall preferably be within the premises of relief shelter/camp. However, the maximum distance from the relief camp to the nearest water point shall not be more than 500mtrs. If tapped water supply is available.

**5. Minimum Standards in respect of Sanitation in relief camps:-**

- (a) Number of toilets: 1 toilet for 30 persons may be arranged/built. Separate toilet and bath area be catered for women and children. At least 15 litres of water per person needs to be arranged for toilets/ bathing purposes. Hand-wash facility in toilets should be ensured. Steps may be taken for control of spread of diseases. Dignity kits for women shall be provided with sanitary napkins and disposable paper bags with proper labelling.
- (b) Toilets shall not be more than 50m away from the relief camps. Pit Latrines and Soak-ways shall be at least 30m from any ground water source and the bottom of any latrine has to be at least 1.5m above the water level.
- (c) Drainage or spillage from defecation system shall not run towards any surface water source or shallow ground water source.

**6. Minimum Standards in respect of medical cover in relief camps:-**

- (a) Mobile medical teams shall visit relief camps to attend the affected people. Steps shall be taken to avoid spread of communicable diseases.
- (b) If the relief camps are extended over a long time, then necessary arrangement may be made for psycho-social treatment.

- (c) Helpline should be setup and contact number and details of which shall be displayed at the relief/shelters and adequately publicized to inform the people.
- (d) For pregnant women, necessary basic arrangements shall be made by the local administration for safe delivery.
- (e) Advance tie up/arrangement shall be made with the Govt. /private hospitals so that necessary doctors/paramedical staffs are available at short notice for relief camps to attend to the affected people. In respect of people who are affected and being referred to hospitals for treatment/ operation etc., suitable transportation shall be arranged to reach to refer hospital.
- (f) In order to manage mass casualty in a disaster, advance contingency plans for management of multiple casualties shall be developed.

#### **7. Minimum Standards of Relief for Widows and Orphans:-**

- (a) In each camp, a separate register shall be maintained for entering the details of women who are widowed and for children who are orphaned due to the disaster. Their complete details shall be entered in the register, duly countersigned by the concerned officials and this register shall be kept as a permanent record with the District administration.
- (b) Special care shall be given to widows and orphans who are separated from their families. For widows, certificate by the District Administration shall be issued stating that she lost her husband in the disaster and the same shall be issued within 15 days of disaster.
- (c) As the widow /family shall be economically weak, the State administration shall provide a reasonable amount for the funeral rites of her husband and this payment shall be deducted from the subsequent financial compensation/relief that shall be paid by the Govt.
- (d) Necessary financial compensation and other government assistance need to be arranged within 45days of the disaster to the widow and to the orphaned children. In respect of orphaned children, similar certificate shall be issued and the children need to be taken care of properly and the funds that may be given to the children by the Govt. shall be duly deposited in a PSU Bank in a Joint A/C where the Collector /Deputy Commissioner shall be the first account holder of the Bank account. Interest from the fund can be given to the child/guardian every month for his/her proper upkeep. Education for the child shall be ensured by the District/local administration.
- (e) As far as ex gratia assistance on account of loss of life as also assistance on account of damage to houses and for restoration of means of livelihood, the norms provided by Govt. of India (Ministry of Home Affairs) for assistance from SDRF should be the minimum standards of relief.

#### **8.2 Relief and Recovery by District Disaster Management Authority**

As per norms, relief and recovery process is done by DDMA

#### **8.3 Detailed Damage and Loss Assessment**

Damage Assessment is a precondition for effective DM. There are two stages for damage assessment –

- 1) Preliminary Damage Assessment which is conducted immediately after a disaster and
- 2) Detailed Damage Assessment which is conducted before reconstruction and rehabilitation by all relevant departments

#### **8.4 Restoration of Basic Infrastructure/ Essential Services and Livelihoods**

<b>Sl.No</b>	<b>Responsible officer</b>	<b>Items of infrastructure/essential services/ livelihoods</b>
1	Public Health Engineer	Drinking water
2	CMO / MS of Govt. & Private Hospital	Health & Hygiene
3	P& E	Electricity
4	PWD	Buildings, Roads, Bridges, etc.
5	District AH & Vety. Officer	Animals Care
6	DCSO	Food and Gas Supply
7	District Transport Officer	Transportation

The DDMA shall monitor the issue of basic infrastructure/ essential services and livelihoods.

#### **8.5 Management of Response Operation of Champhai District**

It is the responsibility of the District Administration to organise the response activities very quickly on occurrence of a disaster so as to limit casualties, alleviate hardship and suffering, to restore life support and community system, to mitigate further damage of loss to provide the donation for subsequent recovery. Clear cut identification of response activities in Champhai District are broadly identified in this section. In the event of a disaster like earthquake, it is the local community that gets involved in the search and rescue operations even before government agencies reach the spot.

**Search and Rescue:** Local communities and neighbourhood will provide search and rescue services in the event of any disaster. In the case of an earthquake, additional support from PWD will be required for clearing debris in order to rescue people trapped in collapsed buildings. The man power of Police Department may also supplement the man power resources of local community and neighbourhood.

**Medical Relief:** Victims of disaster like earthquake required immediate medical care. The Health and Family Welfare Department will be responsible for providing necessary medical services to the victims. It also has to be seen that precautionary actions to prevent the outbreak of epidemics is taken as the risk is normally very high. The Red Cross Society, local medical practitioners, other hospital and community volunteers could support the effort to the Health and Family Welfare Department. The Chief Medical Officer, Champhai could act as the Head of Combat Agency.

**Evacuation and Shelter:** Evacuation may be required to avoid loss of human life from aftershocks (especially in a disaster like earthquake). Traditionally, the Home guards perform the responsibilities of evacuation with support from other government agencies. In Champhai

District (not only in Champhai district, but also in the whole of Mizoram), a major role will have to be played by NGOs, especially the biggest NGO in the state Young Mizo Association. Provision of shelter to the evacuated people and to those who have been rendered homeless is another important requirement. Here, the joint efforts of the Government agencies as well as local communities and NGOs will be required. Temporary shelters will have to be established and the Deputy Commissioner will assign duties to the officers from welfare departments for running and maintaining these shelters.

**Restoration of Life-line Facilities:** Another important response activity is the prompt restoration of vital life-line facilities. Bringing such life line facilities like power and water supply are the responsibility of technical department like PWD, PHED and Power & Electricity Department. We also have to see that Public Distribution System of Food & Civil Supplies is also regulated.

**Law and Order and Security of Properties of Affected Population:** In the event of a disaster, many people are compelled to leave their homes and properties. Simultaneously, law and order conditions tend to deteriorate. It is the responsibility of the Police Department to maintain law and order as well as provide security to the properties of affected population.

#### **8.6 Recovery Programme (Short Term and Long Tem Recovery):**

The nodal departments are to be assigned the responsibilities of reconstruction and restoration activities, perform these activities diligently and restore the minimum basic infrastructure in the area which is vital for sustaining human life in the area. These departments are PWD, Health & Family Welfare, Electricity Boards, Development authority, Roads and Buildings, Water supply and sanitation departments.

#### **8.7 Insurance**

##### **Life Insurance Company**

- India Post
- Life Insurance Corporation Limited (LIC)
- SBI Life Insurance Co Ltd
- Birla Sun Life Insurance

##### **General Insurance Company**

- The New India Assurance Company
- National Insurance Co Ltd.
- Oriental Insurance Co. Ltd.
- United India Insurance Co Ltd.
- SBI General Insurance

## **CHAPTER 9**

### **FINANCIAL RESOURCES FOR IMPLEMENTATION OF DDMP**

As mandated by Section 48 of the DM Act the State Disaster response Fund (SDRF) and State Disaster Mitigation Fund (SDMF), District Disaster Response Fund (DDRF) and District Disaster Mitigation Fund (DDMF) are to be created at the State and District Level. The Disaster Response Fund at the District Level would be used by the DDMA towards meeting expenses for emergency response, relief, rehabilitation in accordance with the guidelines and norms laid down by the Govt. of India and the State Government.

#### **9.1 State**

##### **9.1.1 State Budget/Plan Funds**

Every year the Disaster Management & Rehabilitation Department, Government of Mizoram prepares the budget for Disaster Management in the State.

##### **9.1.2 State Response Fund**

As per the DM Act 2005, the state Government has created the state Disaster Response Fund under Non - Plan Budget head. SDRF is for assistance to be given to victims of natural calamities.

#### **9.2 District**

##### **9.2.1 District Disaster Response Fund**

As per Section 48 (1b) of the DM Act, 2005, DDRF is to be created for pre disaster activities and to be made available to the DDMA. However, this fund is yet to be created and the fund is released from SDRF by the Disaster Management Department as of now.

#### **9.3 Disaster Risk insurance**

DDMA should look at other options of new financial tools like catastrophe risk financing, risk insurance, micro insurance, etc. to compensate for massive losses on account of disasters.

**CHAPTER 10**  
**COORDINATION MECHANISM FOR IMPLEMENTATION OF**  
**DISTRICT DISASTER MANAGEMENT PLAN**

**10.1 Authority for Maintaining and Reviewing District Disaster Management Plan**

District Disaster Management Authority (DDMA) under the Chairmanship of the Deputy Commissioner is the apex body in the district to oversee and supervises the disaster management. The DDMA is the authority for maintaining and reviewing the DDMP. As per Sub section (4) of section 31 of the Disaster Management Act, 2005, the plan would be reviewed and updated annually.

**10.2 Proper Monitoring and Evaluation of District Disaster Management Plan**

Through this document, basic aspects of select disasters are considered with a view to make adequate and appropriate preparedness & response measures. It is expected that this Plan will be revised and updated annually and become more and more comprehensive with the addition of more information and features. Any deficiency can be revised and strengthened to meet possible future emergencies. All stakeholders of DM like the Governments, NGOs, corporate and community are to be participated for the success implementation of the plan.

**10.3 Post - Disaster Evaluation Mechanism for District Disaster Management Plan**

After the simulation exercises, the DDMA will encourage interaction with all the stakeholders to evaluate the gaps, lessons learnt with prepare documentation for further improving the capability to deal with future disasters.

**10.4 Schedules for Updation of District Disaster Management Plan**

At present the DDMP is updated annually in the month of April/May on the basis of information/data etc. receipt of various agencies

**10.5 Uploading of Updated Plans at District Disaster Management Authority /State District Disaster Management Authority Websites**

Updated plans are uploaded in SDMA Websites.

**10.6 Conduct of Mock Drills**

A mock drill is the testing of the efficiency of Disaster Management Plan. Lot of effort needs to be put in to prepare a plan and then conduct a mock drill which may last only a few minutes. It is a participatory method to practice the safety - related measure and evacuation of a building during an emergency situation.

To ensure proper execution of a mock drill exercise, the roles and responsibilities of the concerned Officers and Staff as well as Emergency Support Functions(ESF)like Police, Fire services, Home Guards, Medical Services, Civil Defence, SDRF etc should be precisely defined and the Standard Operating Procedures (SOPs) should be clearly understood by everyone.

The objectives of conducting Mock Drills in Office:

- Educating and training Officers and Staff to react for any unforeseen emergency situations specifically like Earthquake & Fire, mainly because they have a quick onset and hardly have any warning signs.
- Mock exercises and evacuation to build up courage and confidence in Officers and Staff.



- To teach Life Saving and Rescue techniques to Office staff and to enable them to be life savers at the time of emergencies.
- Testing the efficiency of District Disaster Management Plan and improving it further so that it becomes practicable.
- To have clarity and better understanding of the roles and responsibility of all stakeholders.

### **10.6.1 The Responsible Parties for Organizing District Drills**

A mock drill is the testing of the efficiency of Disaster Management Plan. Effort needs to be put in to prepare a plan and then conduct a mock drill which may last only a few minutes.

#### **The responsible parties for organizing district drills are:**

All line departments take part in the mock drill to show their achievement/preparedness in the field of Evacuation, Search & Rescue, Health & First Aid, Garage Clearance, and Drinking Water Facility etc.

#### **Schedule for organizing drills:**

Mock drill is scheduled to be conducted every year for all the line departments and other parties.

#### **Resources for mock drill:**

List of resources for mock drill:

- |                          |                                    |
|--------------------------|------------------------------------|
| (1) Stretcher            | (2) Helmet                         |
| (3) Climbing rope (10mm) | (4) Climbing rope (8mm)            |
| (5) Figure of 8          | (6) Mitten                         |
| (7) Megaphone with siren | (8) Carbineer                      |
| (9) Rope Ladder          | (10) Aluminium Ladder              |
| 11) Sit Harness          | 12) Traffic Cone                   |
| 13) Fire extinguisher    | 14) Deployment of Police Personnel |

## **10.7 Monitoring**

**10.7.1** All the personnel involved in execution DDMP are trained on the latest skills whenever plans are being updated.

**10.7.2** On site/ off site emergency plan of major chemical, industrial and nuclear installations are not received at DC office.

**CHAPTER 11**  
**COORDINATION MECHANISM FOR IMPLEMENTATION**  
**OF DISTRICT DISASTER MANAGEMENT PLAN**

**11.1 Intra and Inter Department Coordination**

The nodal officer of various departments of the state are linked up with the District authority.

**11.2 Coordination with NGO'S, Self Help Groups, Schools**

The District level Officers of various district level Government Department, Central Government /NGOs/CBOs/corporate sectors/ school authorities/Govt. Hospitals/Private Hospitals are linked up with the district authority.

In the periodical meeting responsible officers of all the above depts./ agencies are invited, offered their views to ensure a better coordination mechanism for implementation of DDMP

**11.3 Coordination with Block/ Village**

Coordination with block/village level task forces is also better cared for through the concerning BDOs.

**11.4 Coordination with State Department and Training Institute**

District Disaster Management Committee provides information to the State Authority relating to the different aspects of Disaster Management.

**11.5 Intra Block and Intra Village Coordination**

Within the District, Block Level Disaster Management Committee and Village Level Disaster Management Committee had been set up that will assist in the implementation and coordination of DDMP.

**11.6 Coordination with Local Self Government**

For the purpose of disaster management, local authority shall be subjected to such directions as the Authority may give and under the supervision of District Collector:-

- (a) Assist the Authority, the Deputy Commissioner
- (b) Ensure that the staffs of the local authority is trained.
- (c) Ensure that all resources related to disaster management are so maintained as to be ready for use
- (d) Carry out relief operations in the affected area subject to directions of the Commissioner.

**11.7 Linkage with District Disaster Management Plans of Neighbouring Districts**

After consulting the DDMA, linkage with the neighbouring district is maintained.

**11.8 Linkage with State Disaster Management Plan**

Linkage with SDMP is maintained after consulting the DDMA

**CHAPTER 12**  
**STANDARD OPERATING PROCEDURES**

Standard Operating Procedure (SOP) is the procedural operations that have to be followed to reduce, repairs time to minimum in any eventuality of disaster to activate the entire civil administration defence system.

**12.1 Definition of Disaster**

“**Disaster**” means a catastrophe, mishap, calamity or grave occurrence in any area, arising from natural or man-made causes, or by accident or negligence which results in substantial loss of life or human suffering or damage to, and destruction of property, or damage to, or degradation of environment, and is of such a nature or magnitude as to be beyond the coping capacity of the community of the affected area.

**12.2 Action on receipt of warning and warning dissemination**

Warning message is received in the DEOC from IMD/NWFC. Warning message immediately disseminated to the BDOs control room with translated the meaning of the message in local languages. Withdrawal of warning is also disseminated and communicated accordingly.

**Action plan for types of disaster:-**

Sl. No.	Type of Disaster	Responsible Dept.	Line Department	Action to be taken
1	Forest Fire	Environment forest& Climate Change	Fire & Emergency services, I&PR, VLDMC	<ol style="list-style-type: none"> <li>1. Reinforce awareness and mitigation of the disaster to the public.</li> <li>2. As soon as information is received about the disaster. All line departments should be informed.</li> <li>3. Try to extinguish the fire with the help community.</li> <li>3. Crowd management should be maintained.</li> <li>4. If the fire is out of control, inform the Fire &amp; Emergency Services.</li> </ol>
2	House fire	Fire& Emergency Services	I&PR, Police	<ol style="list-style-type: none"> <li>1. As soon as information is received, dispatch response to the incident site.</li> <li>2. All the resources should be kept ready.</li> <li>3. Crowd Management is necessary and should be done.</li> <li>4. Maintain law and order.</li> <li>5. Proper evacuation must be done.</li> <li>6. The injured people should be taken out of damaged buildings with utmost care.</li> </ol>
3	Biological disaster Epidemics	AH &Vety., Health & Family Welfare Department	I&PR, AH & Vety, PHE	<ol style="list-style-type: none"> <li>1. Stock lifesaving medicines to manage the epidemics.</li> <li>2. Keep ready for provision of drinking water, sanitation facilities and food to the affected population.</li> <li>3. Arrange temporary health</li> </ol>

				<p>camps in affected area.</p> <p>4. Educate the people on good health practices.</p> <p>5. Promote personal protection through vaccination which is an Effective mitigation strategy and would protect the persons at risk.</p> <p>6. Disaster preparedness and mitigation has to be prepared for every hospitals/ CHC/ PHCs and train all the field staff on the response mechanism.</p> <p>7. Eradication and control of animal diseases, treatment of injured animals.</p> <p>8. Supply of animal medicines and fodder to affected areas.</p> <p>9. Dispatch response team to the incident site.</p> <p>10. Keep watch on animal health and be ready with veterinary facilities for quick support</p> <p>10. Identify shelters, fodder requirement and veterinary equipments.</p>
4	Drought/ Cyclone	DDMA	I&PR, Agriculture, Horticulture, PHE, Fisheries.	<p>1. Gather information related to warning of impending floods, droughts or pest attacks</p> <p>2. Provide information to undertake crop insurance.</p> <p>3. Flash warning message on radio and television network.</p> <p>4. Collect reliable from the field.</p> <p>5. Restoration of power supply.</p> <p>6. Maintain peace and calm in the temporary shelter and engage everybody in different activities.</p> <p>7. Disaster preparedness and mitigation has to be prepared for every hospitals/ CHC/ PHCs and train all the field staff on the response mechanism.</p>
5	Floods	DDMA	I&PR, PWD, P&E, PHE, Police, Sports & Youth Services	<p>1. Gather information related to impending flood.</p> <p>2. Should have adequate quantities of food grains for supply to the victims.</p> <p>3. Relief Camp may be set up if necessary.</p> <p>4. Dissemination of information regarding weather forecast.</p> <p>5. On receipt of warning, make provisions for acquiring water supply tanker.</p> <p>6. Protect vital water supply from contamination.</p> <p>7. Provide immediate safe water supply in disaster affected areas.</p>

				8. Establish media information centre if necessary. 9. Provide immediate safe drinking water supply for conduct of response activities at hospitals, emergency shelters, and schools designated as shelters, relief camps etc. 10. Maintain line of communication as per the protocol 11. Maintain law and order at all times. 12. On receipt of warning, evacuate people at coastal areas. 13. Dispatch response team to the affected areas. 14. Proper carcass disposal.
6	Landslide	DDMA	I&PR, PWD, P&E, PHE, VLDMC	1. Maintain law and order. 2. On receiving information about the disaster, dispatch response team to the affected areas. 3. Setting up relief camps and transit camps. 4. Traffic management and patrolling as required. 5. Identify weak structures/ weak points vulnerable to earthquake/ landslide. 6. To clear road, replace collapsed bridges by temporary bridging equipment or making temporary arrangement 7. Restoration of power supply. 8. Establish emergency communication network. 9. Carrying out repair of water supply system.

### 12.3 Process to access financial and technical resources for Emergency response

Champhai District has certain resources that can be immediately put to relief work in case of any disaster. There are NGOs, Voluntary Organization working in the district which will come to the help of District Administration in case of emergencies. There are a number of local newspapers and cable operators. These establishments will be used for educating and creating awareness among the public in normal time as well as in disaster situation.

All line department viz. Police, Home Guards, Fire and Emergency Services, PWD, P&E, PHE, Forest Department, Medical Staff are ready to take up the rehabilitation measures, at short notice with available resources.

### 12.4 Roles and responsibilities of Departments and Stakeholders

In the Disaster Management System, actors from different fields such as Political, Administrative, Non-Governmental sectors have their own role and responsibilities starting from IEC to rehabilitation.

### **Role of Deputy Commissioner**

- 1) Preparation of the Disaster Management Action Plan for the District with the assistance of the Disaster Management Committee and other experts.
- 2) To implement the Disaster Management Action Plan
- 3) Setting up the District Control Room and making it function effectively.
- 4) Ear marking and entrusting responsibility to the various department.
- 5) Coordination with all the line departments of the State, Central and other agencies
- 6) Setting up relief camps and transit camps
- 7) Conducting relief and rescue operations.
- 8) Corresponding with the Defence Ministry Personnel.
- 9) To interact with the donor agencies for relief and rehabilitation.
- 10) Organizing training and mock drills.
- 11) Brief the media of the situations and day to day reports during the disaster.

### **Role of Police Department**

1. Maintain law & order.
2. Undertake search & rescue works well as orderly evacuation to safer places.
3. Undertake fire fighting, if occurs.
4. Protection of supply & convoys and assist in orderly distribution of relief assistance.
5. Establish linkages with District Control Rooms.
6. Assist fire brigade personal in their efforts
7. Assist and encourage the community in road clearing operation.
8. Traffic management and patrolling as required.
9. Prepare updates on the law and order situation every 2-3 hours and brief the Incident Commander.
10. Arrangements for controlling situation like rioting and looting.
11. QRTs will guard property and valuables in affected areas.
12. Control and monitor traffic movement.
13. QRTs will provide diversion of traffic on alternate routes as and when it is necessary.
14. The QRTs will also provide information about traffic flow along various corridors, especially heavy traffic or congested roads.
15. QRTs will communicate to police control rooms, details on the field activities including deployment and reinforcement of staff and resources and communicate nature of additional requirements.

### **Role of Fire Service**

As soon as the Nodal Officer gets information about the disaster, he should reach the EOC

1. At the site, QRTs should contact the local volunteers and local people to gather information about vulnerable areas so that search and rescue operation can take place through a proper channel in heavily dense areas, large buildings, community centres, hotels, hospitals, public buildings and any other area having large gathering.
2. Locate the damaged and collapsed structures and rescue the population buried and trapped in rubble.
3. The injured people should be taken out of damaged buildings etc with utmost care.

4. Special care to women and children groups should be given as they are expected to be more affected and helpless in case of any emergency situation.
5. Coordinate with the Transportation ESF if a large number of medical professionals need to be sent to the affected sites and /or a large number of victims need to be transported to health facilities.

#### **Role of PWD**

1. To clear road, replace collapsed bridges by temporary bridging equipment or making temporary arrangement
2. Assist concerned authority to repair damaged air- stripes, helipads.
3. Providing engineering support to search and Rescue Team (SRT).
4. Providing support of heavy equipment i.e. Earth Movers, Bulldozers, etc.
5. Assist District to provide temporary shelters/tents.
6. Formation of teams & delegation of areas.
7. Inspect all roads, bridge, including under water inspection of foundation and piers. A full check should be made on all concrete and steel work.
8. Identify weak structures/ weak points vulnerable to earthquake/ landslide.
9. Establish linkages with District Control Rooms
10. A review of the current situation should be taken up by the nodal agency to update the support agencies to delegate their respective personnel to take precautionary measures to plan de-routes for the transportation ESFs to be operational
11. All supporting agencies will inspect the road network and structures within the disaster site and surrounding.
12. Assessment of damage (locations, no of structures damaged, severity of damage)
13. The QRTs will be deployed at the affected site.
14. Enlisting the types of equipment as compiled from resource inventory required for conducting the debris clearance.
15. The QRTs will report the situation and the progress in response activities to the respective EOCs.
16. Undertake construction of temporary roads to serve as access to temporary transit and relief camps, and medical facilities for disaster victims.
17. Undertake repair of all paved and unpaved road surfaces including edge metalling, pothole patching and any failure of surface, foundations in the affected areas by maintenance engineers' staff and keep monitoring their conditions.
18. Ensure a critical number of medical professionals to reach the site including specialists from outside the state.
19. If temporary living arrangements are made for the affected populace, the agencies must ensure high standards of sanitation in settlements in order to prevent the multiplicity of the disaster.
20. Coordinate, direct and integrate response to provide Equipment support, relief camps establishment and sanitation health assistances.
21. Mobilizes different modes of transportation e.g. Trucks, etc. to be put on stand by
22. Assist timely re-establishment of the critical transportation links.

#### **Role of Health Service**

- ◊ To provide immediate medical, health and public hygiene services.

- ◊ To check outbreak of epidemics and provide onsite OT and Trauma Service.
- ◊ Identify likely diseases associated with disasters.
- ◊ Setting of quick response teams with team leader and supporting staff (identify by name & allocation)
- ◊ Skill up gradation training for the officers/supporting staff & volunteers
- ◊ Plan for emergency accommodation for staff & other officers from outside area.
- ◊ Keeping close contact with administration.
- ◊ Determine the quantity, type of medicines, medical support, equipment etc. that will be required per day/ district Sub-Division/ Block village, including relief camps etc.in case of emergency
- ◊ Ensure storage of safe drinking water and encourage water saving in the hospital.
- ◊ Ensure availability of staff and teams of doctors and assistants visiting disasters sites.
- ◊ Assist administration for setting up transit and camps, feeding centre and ensure adequate sanitary condition.
- ◊ All valuable equipment /instrument and medicines should be packed in protective covering and stored in a safer place.
- ◊ TRAIGE to determine who needs to be taken to a medical facility on a priority basis and who can be treated on - site.
- ◊ Maintain patient tracking system to keep record of all patients treated.
- ◊ Patients stabilized before transport.

### **Role of Power & Electricity**

- ◊ Restoration of power supply
- ◊ Provision of power /electricity to hospitals, lifeline building, feeding centre
- ◊ Keeping close contact with administration.
- ◊ Plan for emergency accommodation for officers & staff from outside area
- ◊ Arrange disaster management tool kit, at each sub- station, comprising cable cutters, pulley, blocks, jungle knives axes, crowbars, ropes back saw spanners and tents for crews
- ◊ Switch off the power supply immediately avoid further damaged to file and property during the time the disaster
- ◊ Immediately undertake inspection of power grids, barrage, high tension lines, tower, substations, transformers, insulators, poles, and other, high equipment and review extent of damage undertake restoration works.
- ◊ Restore power supply and ensure uninterrupted power to all vital installation, facilities and sites (relief camps, feeding centre, go down)
- ◊ Recruit casual labours on an emergency basis for clearing damaged poles and salvage of important equipment and accessories.
- ◊ Regular reporting to higher authorities about the situation including expenditure statement
- ◊ Deployment team with necessary equipment, logistic support and authority as planned and establish communication links.



### **Role of PHE**

- ◊ To provide immediate clean drinking water in the disaster affected areas and in the relief camps and hospital etc.
- ◊ Identified hazard prone zones. Maintain a list of weak points/ disaster prone area
- ◊ List of alternative safe routes
- ◊ Establish linkage with district control room
- ◊ Close contact with administration
- ◊ Deployment of teams with necessary equipment/tools, logistic support & authority as planned and establish communication links
- ◊ immediately undertake inspection of intake structures, pumping stations, water sources, treatment plants, storage tanks (hospital etc.) sewerage lines and of other equipment and review extent of damage
- ◊ Check the condition of contamination level of private water sources including water from streams, well tube well etc. if any and use scientific methods of determination to make in edible/ use of worthy.
- ◊ Restore and ensure uninterrupted water supply to all vital installation, facilities and sites
- ◊ Assist health authorities to identify appropriate sources of potable water
- ◊ Encourage public for economic use water.
- ◊ Make provision to acquire tankers and establish other temporary means of distributing water on and emergency basis
- ◊ Arrangement of alternative power/energy sources, as planned to operate PHE centers
- ◊ A minimum level of stock should be maintained for emergencies and should include extra length of pipes, connections, joint, hydrants and disinfectant/ bleaching powder. Adequate tools should be on hand to carry out emergency repairs.

### **Role of Food and Civil Supplies**

- ◊ To meet the shortage of supply of food POL, Kerosene oil, LPG
- ◊ Action against black marketers, hoarders, etc.
- ◊ Plan for emergency accommodation for officers & staff from outside area.
- ◊ Identify stored facilities, location & capacity wise
- ◊ Arrange and dispatch supplies to affected areas as per the requisition
- ◊ Arrangement distribution of commodities to the affected people.
- ◊ Take action against black marketers, hoarders etc. and maintain price line.
- ◊ Regular reporting to higher authorities about the situation including expenditure statement.
- ◊ Plan for emergency accommodation for officers & staff from outside area.

### **Role of BSNL**

- ◊ Restoration of communication facilities.
- ◊ The BSNL should ensure the smooth flow of information that can cater to the outreach in a time sensitive manner at state level in response effort.
- ◊ Soon after receiving information about disaster (from any source), Nodal Officer will contact District Emergency Operation Centre
- ◊ Ensure possible arrangements for establishing reliable and appropriate network.
- ◊ Compile and communication Action Taken Report to District and State Authorities.
- ◊ Monitor the situation and arrange for Emergency

- ◊ Other necessary equipment to restore communication network. Set-up alternative emergency communication.
- ◊ Regular reporting to higher authorities about the situation including expenditure statement.
- ◊ Launch rehabilitation work and arrange for repairs and relocation, if required.

#### **Role of Animal Husbandry & Veterinary Department.**

- ◊ Eradicate and control of animal diseases.
- ◊ Assessment of injured animals and undertake treatment measures.
- ◊ Establish infrastructure support, include cattle camps, feeding centres and veterinary aid centres.
- ◊ Coordinate with agencies for supply and distribution of fodder and other materials.
- ◊ Deploy team to quick assess of damage and identify requirement for relief/rescue, equipment and fodder.

#### **Role of Village Council, YMA, MHIP, etc. in Disaster Management**

The YMA, MUP, or MHIP which has branches in all localities and villages throughout the Champhai District will be responsible for-

- ◊ Maintaining of security and setting Help - Centres at suitable places in the locality
- ◊ Maintenance of law and order during evacuations.
- ◊ helping in emergency evacuations.
- ◊ Encouraging self-help.
- ◊ Organizing recreational activities.
- ◊ counselling the injured, panic stricken people.
- ◊ containing panic behaviour, maintaining orderly movements towards community shelter and taking preventive steps to avoid injuries and accidents
- ◊ Ensuring standards in sanitation and disposal of waste.

#### **12.5 Information management and dissemination strategy**

The objective of information management is to provide the right information to the right person at the right time in the right format. During emergency response activities, all participating agencies, person affected and the wider community needs information. Dissemination of critical information required during emergencies through use of display boards, etc. can minimise confusion through regular press briefings.

#### **12.6 Media management strategy during emergency response**

Media management during a disaster is an important aspect .The DDMA will ensure that up-to-date and accurate information is made available. The office of the DDMA will also establish a media centre attached to the District EOC to be operated by the Team leader Media Team and regular media briefing should be arranged as per the SOP for media briefing.

#### **12.7 Request for state government assistance**

In the event of disaster, the DDMA may request state government for assistance when think necessary.

#### **12.8 SOP for Emergency Support Function**

The major functions of the incident command system are summarized as follows. Nevertheless, they are to be released in cooperation with all the ESFs and participating agencies in disaster management.

The incident commander is given with full control and command over the entire teams in district level.

### **12.8.1 Evacuation**

#### **Background:**

The ESF on evacuation is primarily responsible for establishing evacuation plans, identification of fastest evacuation routes and alternate routes and coordinating evacuation logistics during field operations.

#### **Situation Assumptions:**

Most of the buildings would be damaged and would not remain serviceable. Many structures would be damaged and there would be an urgent need to evacuate.

**Nodal agency: District Disaster Management Authority, Champhai District.**

**Supporting agencies: Police, Fire Services, Sports & Youth Services, VLDMC**

#### **SOPS for Nodal Agency:**

- ↳ Team leader (TL) of Evacuation ESF would activate the ESF on receiving the warning of the disaster from District EOC.
- ↳ TL would inform Nodal Officers (NOs) of supporting agencies about the event and ESF activation.
- ↳ TL will direct the QRTs to be deployed at the affected site.
- ↳ TL will gather information on availability of predefined evacuation routes.
- ↳ Where the predefined evacuation routes are not available, the nodal officer would coordinate through District EOC with other ESFs nodal officers and the support agencies about clearing of routes and identifying alternate routes.

#### **SOPS for Quick Response Team on Evacuation**

- ↳ The QRT members will reach the nodal office as soon as they get instructions to do so from the TL.
- ↳ Once the quick response teams receive an order from the nodal officer for reaching the site they would rush to the site.
- ↳ On reaching at the site the QRT members will take stock of the situation from the Incident Management Team at the site and their counter parts.
- ↳ The quick response teams with the help of local task forces will start evacuating peoples to safe shelters or open areas.
- ↳ The QRT members should concentrate more on evacuation in areas that have been worst affected by the disasters.
- ↳ Reporting of all the activities to head office.

### **12.8.2 Search and rescue**

#### **Background:**

Search and Rescue operations are one of the primary activities taken up in a post disaster situation, the promptness in these operations can make a remarkable difference in the amount of loss of life and property.

#### **Situation Assumptions:**

- ↳ Local community task force will initiate search and rescue at residential level.
- ↳ Spontaneous volunteers will require coordination.
- ↳ Access to affected areas will be limited.
- ↳ Some sites may be accessible only through air routes.

**Nodal Agency: District Disaster Management Authority, Champhai District**  
**Support Agency: Police Department, Sports & Youth Services, VLDMC**

**SOPS for Nodal Agency:**

- ∧ IC will call the TL of Primary Agency and get the ESF activated.
- ∧ TL of primary agency will call nodal officers of supporting agencies.
- ∧ TL would activate the District Quick Response Team.
- ∧ Quick Assessment of the S&R operations through surveys.
- ∧ Assessments of the specific skill sets and the other equipments required.
- ∧ Using IDRN network to check and map the availability of resource in and round the disaster site.

**SOP for Quick Response Team on Search and Rescue:**

- ∧ Assessment of damage (locations, number of structures damaged, severity of damage).
- ∧ The QRTs will be deployed at the affected site.
- ∧ enlisting the types of equipment required for conducting the S&R.
- ∧ QRTs will report the situation and the progress in response activities to the respective EOC.

**12.8.3 Law and order and traffic control**

**Background:**

The ESF on Law and Order maintains the law and protects the property and valuable commodities. It is mainly responsible to control crowd and avoid riots situations.

**Situation Assumptions:**

- There would be panic and people will gather at a place.
- The crowds may go out of control.
- Riots may also take place.

**Nodal Agency : Police Department.**

**Support Agencies : VLDMC**

**SOPS for Nodal Agency:**

- IC will call the TL of Primary Agency and get the ESF activated.
- TL of primary agency will call nodal officers of supporting agencies.
- TL would activate the District Quick Response Team.
- The QRTs will be deployed at the affected site.
- Cordoning off area to restrict movement of onlookers, vehicular and pedestrian traffic should be done. Any additional requirements at site are to be taken care of.

**SOP for Quick Response Team on Law and Order:**

- Quick assessment of law and order situation in affected areas.
- Support and coordinate with Local Administration.
- Prepare updates on the law and order situation every 4-6 hours and brief the Authorities.
- Controlling situations like rioting and looting, and cordon off sensitive areas QRTs will guide property and valuables in affected areas.
- Control and monitor traffic movement.

**12.8.4 Traffic Control/ Cordoning**

The ESF on Traffic Control maintains flow of the traffic. It is mainly responsible to control crowd and movement of the vehicles.

**Situation Assumptions:**

- There would be panic and people will gather at a place.
- The crowds may go out of control.

**Nodal Agency: Police Department**

**Support Agencies: VLDMC.**

**SOPS for Nodal Agency:**

- IC will call the TL of Primary Agency and get the ESF activated.
- TL of primary agency will call nodal officers of supporting agencies.
- TL would activate the District Quick Response Team.
- The QRTs will be deployed at the affected site.
- Cordoning off area to restrict movement of onlookers, vehicular and pedestrian traffic should be done. Any additional requirements at site to be taken care of.

**12.8.5 Dead body/ body disposal****Background:**

The importance of this ESF emanates from the fact that most large-scale hazards such as earthquakes, cyclones and floods primarily affect the building structures.

**Situation Assumptions:**

- Access to disaster-affected area would depend upon the re-establishment of ground and water routes.
- Early damage assessment may be incomplete, inaccurate and general. A rapid assessment may be required to determine response time.
- Engineers and masons may be required in large scale for the inspection of present buildings.

**Nodal Agency: Police Department**

**Support Agency: Health Department, UD&PA, PWD,AH &Vety. VLDMC**

**SOPS for Nodal Agency:**

- Team Leader (TL) will activate the ESF on receiving the information of the disaster from District EOC.
- TL would inform Nodal Officers (NGOs) of support agencies about the event and ESF activation.
- TL will coordinate with the supporting agency to mobilize equipment's from the ware houses through IDR database.
- The respective supporting agencies will contact their respective personnel to move the equipment's to central warehouse.
- The equipment's like JCB, concrete cutters identified as per the needs will be transported to the site.
- As per the information the nodal officer of Debris road clearance will make an assessment on of the damages of roads and built structures at the site and surrounding
- The nodal officers of Supporting Agencies will immediately start debris clearance operation to enable movement to the affected site.
- Review of the current situation is taken up by the nodal agency to update the support agencies and to delegate their respective personnel to take precautionary measure to plan de-routes for the transportation ESF's to be operational.
- All supporting agencies will inspect the road and rail network and structures within the disaster site and surrounding.

- TL will also ensure proper corpse disposal and post mortem by coordinating with ESF on medical response.

### **12.8.5 Carcass disposal**

#### **Background:**

The importance of this ESF emanates from the fact that most large-scale hazards such as earthquakes, cyclones and floods primarily affect the building structures.

#### **Situation Assumptions:**

- Access to disaster-affected area would depend upon the re-establishment of ground and water routes.
- Early damage assessment may be incomplete, inaccurate and general. A rapid assessment may be required to determine response time.

**Nodal Agency: AH & Vety. Department**

**Support Agency: Health Department, UD&PA, PWD, VLDMC**

#### **SOPS for Nodal Agency:**

- Team Leader (TL) will activate the ESF on receiving the information of the disaster from District EOC.
- TL would inform Nodal Officers (NGOs) of support agencies about the event and ESF activation.
- TL will coordinate with the supporting agency to mobilize equipment's from the warehouses through IDRN database.
- The respective supporting agencies will contact their respective personnel to move the equipment's to central warehouse

## **12.9 Humanitarian Relief and Assistance**

### **12.9.1 Food**

This team will ensure availability of food for emergency response. They will be responsible for fair distribution of food and water during relief works. They will take action against black marketers; hoarders etc. and maintain price line. Arrange and dispatch supplies to affected areas as per the requisition.

**Nodal Agency : Department of Food and Civil Supplies.**

**Support Agency : DDMA, Transport Department, VLDMC**

### **12.9.2 Drinking water**

The ESF on drinking water and water supply will ensure provision of basic quality of clean drinking water and water for other purposes in a manner that does not allow the spread of diseases through the contamination of water. They will immediately undertake inspection of intake structures, pumping stations, water sources, treatment plants, storage tanks (hospital etc.) sewerage lines and of other equipment's and review extent of damage. Team leader of ESF on water supply will ensure special care for women with infants and pregnant women. Quick response team will ensure that supply of drinking water is made available at the affected site and relief camp

**Nodal Agency : PHE**

**Support Agency : LAD**

### **12.9.3 Medicines and nutrition**

- The Medical Response Team will look after emergency treatment for the injured people immediate after the disaster take place.
- They will provide immediate medical, health and public hygiene services.

- Medical team will check storage of safe drinking water and encourage water saving in the hospital.
- In coordination with the transportation on ESF, it will ensure a critical number of medical professionals to be reached at the site including specialist from other places.
- It will assist administration for setting up transit and camps, feeding centre and ensure adequate sanitary condition.

**Nodal Agency : Health Department**

**Support Agency : Social Welfare Department.**

#### **12.9.4 Psycho-social and Trauma Care**

- The ESF on Trauma Care team will look after emergency treatment for the injured people immediate after the incident take place.
- They will check outbreak of epidemics and provide onsite OT and Trauma Service.
- Care must be given to the women, children and disability persons.

**Nodal Agency : Health Department**

**Support Agency : Social Welfare Department, NGO**

#### **12.9.5 Shelter Management**

- This team will identify building for accommodation of shelter less people due to disaster.
- On receipt of warning help the old, disabled, pregnant women, children etc. to settle in the shelter.
- This team will be responsible to management and distribute relief items to the affected victims.
- Setting up relief camps and tents using innovative methods that can save time.
- Ensuring distribution of relief material to the all the people including vulnerable groups of the target area such as women infants, pregnant women, and children, aged people and handicapped

**Nodal Agency: PWD**

**Support Agency: NGOs**

#### **12.9.6 Help lines**

- The help lines will be responsible for providing, directing and coordinating logistical operations.
- Should ensure the smooth flow of information.
- New numbers and details of contact persons to be communicated to Emergency Operation Centre.
- Ensure possible arrangement for establishing reliable and appropriate network.

**Nodal Agency : DDMA**

**Support Agency : I&PR, BSNL, MPRO**

#### **12.9.7 Clothing**

- Arrange and dispatch supplies to affected areas as per the requisition.
- Should ensure the adequate supply of cloths to the people.
- Should have proper coordination with the suppliers.
- Should maintain price.
-

**Nodal Agency : DDMA**  
**Support Agency : Industry, Social Welfare Department, VLDMC**

### 12.9.10 Management of VIP Visits

It is important to immediately inform VIPs and VVIPs on impending disasters and current situation during and after disasters. Appeals by VIPs can help in controlling rumours and chaos during the disaster. Visits by VIPs can lift the morale of those affected by the disaster as well as those who are involved in the response. Care should be taken that VIP visits do not interrupt rescue and lifesaving work. Security of VIPs will be additional responsibility of local police and Special Forces. It would be desirable to restrict media coverage of such visits, in which case the police & block Liaison officer will liaise with the government press officer to keep their number to minimum.

### 12.10 Management of Livestock Disaster:

Disasters that could lead to an emergency situation in the animal husbandry may arise due to the following risks.

1. Natural Disaster: Flood, Earthquake, Landslide, Hailstorm etc.
2. Infectious Disease
3. Fodder Poisoning.
4. Miscellaneous.

### Consequences of losses in the Animal Husbandry Sector.

1. Food scarcity due to escalation of food prices.
2. Environmental contamination leading to epidemics due to massive animal mortality.
3. Loss of employment.
4. Emotional shock to animal owners.

### Standard Operating Procedure for Animal Husbandry & Veterinary Department

<b>Preparedness</b>	<ul style="list-style-type: none"> <li>• Determine livestock population risk to various hazards</li> <li>• Identify list of possible shelter points.</li> <li>• Planning for response and recovery operations.</li> <li>• Strengthen early reporting system of animal disease.</li> <li>• Promotion of animal insurance and the community educated on risk transfer of the livestock by insuring them.</li> <li>• Pre – arrangement for tie – up with fodder supply units.</li> <li>• Train staff to ensure/ undertake quarantine equipment's.</li> </ul>
<b>Alert &amp; Warning Stage.</b>	<ul style="list-style-type: none"> <li>• Identify shelter, fodder requirement, veterinary equipment's.</li> <li>• In case of disease outbreak, follow necessary instruction and protocol identified by the department.</li> <li>• Detection, diagnosis, assessment of risk</li> <li>• Vector control, Quarantine control.</li> </ul>



<b>Response</b>	<ul style="list-style-type: none"> <li>• Eradicate and control of animal diseases.</li> <li>• Deploy team to do quick access of damage and identify requirement for relief/recue, equipment and fodder.</li> <li>• Assessment of injured stock and undertake treatment measures.</li> <li>• Coordinate with agencies for supply and distribution of fodder and other materials.</li> <li>• Draw measures for protection and care of abandoned livestock.</li> <li>• Establish infrastructure support, include cattle camps, feeding centers, veterinary aid centres.</li> <li>• Supply of medicines and fodder to affected areas.</li> <li>• Protection of abandoned and lost cattle.</li> <li>• Ensure adequate availability of personnel and mobile team.</li> <li>• Establishment of public information for mass awareness on the situations.</li> </ul>
<b>Recovery &amp; Rehabilitation</b>	<ul style="list-style-type: none"> <li>• Ensure relief distribution and administer financial assistance.</li> <li>• Continue giving veterinary advice till business returns to normal.</li> <li>• Undertake detail damage and loss assessment for the sector, determine financial assistance.</li> <li>• Establishment of animal disease surveillance system.</li> </ul>

### **Disposal of Dead Animals during Disaster:**

Carcasses can be a hazard to the environment and other animals and require special handling. To minimize soil or water contamination and the risk of spreading diseases, guidelines for proper carcass disposal must be followed. Disposal options include calling a licensed collector to remove dead stock or burial in an approved animal disposal pit. Burial avoid air contamination associated with burning carcasses and is economical.

## CHAPTER 13 SCHOOL SAFETY PREVENTIVE MEASURES

School Safety efforts need to take cognizance of all kinds of hazards that may affect the well-being of children. These may include natural hazards such as floods and earthquakes as well as manmade hazards. Hazards include structural and non-structural factors. Structural factors include dilapidated buildings, poorly designed structures, faulty construction, poorly maintained infrastructure, loose building elements, etc. while non-structural factors include loosely placed heavy objects such as almirahs, infestation of the campus by snakes and any other pests, broken or no boundary walls, uneven flooring, blocked evacuation routes, poorly designed and placed furniture that may cause accidents and injury, inadequate sanitation facilities etc. Safety of children, their teachers and parents needs to be approached holistically to include visible as well as invisible risks that may be sudden on-set or have built-up slowly over a period of time.

Safety actions to be implemented in schools as outlined in the "National Disaster Management Guidelines- School Safety Policy" are as follows.

### **13.1. Structural safety measures in schools:**

All existing as well as new schools need to conform to safety standards as per the National Building Code. In addition, any other norms prescribed by the state government need to be adhered to. Some of these actions are given below:

- I. New schools should be located, on a site that has adequate mitigation measures already in place against any imminent natural hazards. Existing schools located in a vulnerable location should either be relocated at a safer site or they should be provided adequate support to mitigate the effect of any natural hazards that may affect the area.
- II. All new school constructions should include disaster resilient features. Existing vulnerable schools need to be repaired to the desired level of resilience with regard to local disaster risks.
- III. Prescribed designs may be adapted to accommodate safety and child friendly features.
- IV. For design of structural standards of school building and its components such as corridors, staircases, side areas, quality of construction should be as per the National Building Code 2005. Only non-combustible, fire-proof, heat resistant materials shall be used in school construction.
- V. Vertical expansion of existing schools shall not be carried out without a fitness certificate for the building from a certified civil / structural engineer.
- VI. Additional classrooms or any other structures requiring horizontal expansion shall be designed taking into account the space availability and while constructing as a continuous unit to the existing structures, these should be designed to have less impact of seismic forces.
- VII. Each class room should have two doors for easy evacuation; adequate openings for ventilation and lighting are some of the essential elements that need to be accommodated in the design.
- VIII. Doors opening outside, into open areas or corridors of adequate width are key details that need to be incorporated to make schools safer.

**13.2. Non-structural safety measures in schools:** Non structural elements within the school campus need to be addressed to ensure safety. These are mostly low cost, regular maintenance items that the school should address on a regular basis from their own funds. Some of these items have been listed below:

- I. All items of furniture such as almirahs, shelves, black boards etc., as well as any other items that may fall and cause injury to students and teachers such as ceiling fans, coolers, water tanks etc. need to be secured to the walls or floor.
- II. Any electrical items such as loose wires that may cause an exigency should be addressed promptly by the school.
- III. Chemical and any hazardous materials in the school laboratory should be handled and stored as per instructions to prevent any harm to students and school staff.
- IV. Open areas including corridors and evacuation routes including staircases and ramps should be kept free from any hurdles and barriers so that evacuation is smooth and swift.
- V. Pots / planters in the play ground or corridors should be kept in a manner that does not affect smooth evacuation.
- VI. Any derelict or unused building, rubble, etc. should be removed to prevent any harmful animals or pests from accessing children.
- VII. Traffic movement outside the school should be managed to minimize risk to students at the time of assembling and dispersal of school.
- VIII. During excursions, schools should carefully choose the location of excursion and the itinerary so that exposure to hazard is minimized. Extra precautions should be taken when students are being taken close to water bodies, narrow mountainous tracks etc.
- IX. Buses or any other vehicles owned / hired by the school need to be maintained properly so that students are not at risk of accidents. Drivers need to be appropriately trained on speed limits, stoppage of vehicles as well as crisis management so that children remain safe during their travel to and from schools.
- X. Emergency equipment such as fire extinguishers, first aid kits, ropes etc. need to be procured and maintained regularly by the School Authorities.

**13.3. Fire Prevention and Fire Safety:** Fire Prevention and Fire Safety measures should be part of initial school design, and also require regular maintenance and testing. The following must be ensured:

- I. Flammable and hazardous materials sources are limited, isolated, eliminated, or secured. This includes electrical lines and appliances, heaters and stoves, natural gas pipelines and LPG canisters, flammable or combustible liquids;
- II. Exit routes are clear to facilitate safe evacuation in case of fire or other emergency;
- III. Detection and alarm systems (especially urban set ups) are working;
- IV. Fire extinguishers are regularly refilled;
- V. Other fire materials and equipment are regularly maintained;
- VI. Electrical systems are maintained and operable, in compliance with fire safety design criteria

**13.4. School building specifications:** The Hon'ble Supreme Court of India, Justice Dalveer Singh in response in response to Writ Petition (Civil) No.483 of 2004, Avinash Mehrotra vs Union of India has laid down the following minimum specifications for school buildings.

- I. The school buildings shall preferably be 'A' Class construction with brick / stone masonry walls with RCC roofing. Where it is not possible to provide RCC roofing only non-combustible fireproof heat resistance materials should be used.
- II. The nursery and elementary schools should be housed in single storied buildings and the maximum number of floors in school buildings shall be restricted to three including the ground floor.
- III. The School building shall be free from inflammable and toxic materials, which if necessary, should be stored away from the school building.
- IV. The staircases, which act as exits or escape routes, shall adhere to provisions specified in the National Building Code of India 2016 to ensure quick evacuation of children.
- V. The orientation of the buildings shall be in such a way that proper air circulation and lighting is available with open space all round the building as far as possible.
- VI. Existing school buildings shall be provided with additional doors in the main entrances as well as the class rooms if required. The size of the main exit and classroom doors shall be enlarged if found inadequate.
- VII. School buildings have to be insured against fire and natural calamities with Group Insurance of school pupils.
- VIII. Kitchen and other activities involving use of fire shall be carried out in a secure and safe location away from the main school building.
- IX. All schools shall have water storage tanks.

#### **13.5. Clearances and certificates:**

- I. Every School shall have a mandatory fire safety inspection by the Fire and Rescue Services Department followed by issuance of a 'no objection certificate' to the School as a mandatory requirement for granting permission for establishing or continuation of a School.
- II. An Inspection Team consisting of experts like a Civil Engineer, a Health Officer, a Revenue Officer, a Psychologist, a Fire Officer, a local body officer and a development officer besides the educational authorities shall carry inspection and assessment of infrastructural facilities before the commencement of each academic year. The Team shall submit its Inspection Report to the concerned district Chief Educational Officer.
- III. The building plans for schools shall be prepared only by a Government certified engineer and the PWD Executive Engineer concerned should inspect the building and award a structural stability certificate. Stability Certificates shall be issued by the State or Central Government Engineers only and shall be mandatory for granting permission for establishing or continuation of a School.
- IV. In every district, one Recognition Committee headed by a retired judge shall be constituted. Officials from Revenue Department, Public Works Department, Fire Service, Electricity Board, Health and Education Department, a reputed NGO shall be members. They shall visit the schools periodically or at least the erring institutions as listed by the Chief Education Officer.
- V. Conditional recognition / approval shall never be resort to for any school.

**Annexure I**  
**LIST OF IMPORTANT TELEPHONE NUMBERS**

District Emergency Operation Centre	-	03831- 234400 (Fax) / 234404
Deputy Commissioner / District Magistrate	-	03831- 234402 / 9436156923
Superintendent of Police	-	03831- 234766 / 9582201772
Police Station, Champhai	-	9874924728
Complaint Room, Power Supply	-	03831 - 234810
S.E. P & E, Champhai	-	03831 - 235077 (O)/ 7005255124
S.E. PHE, Champhai	-	9436141778
Chief Medical Officer	-	03831 - 234494 / 9436144622
E.E. PWD, Champhai	-	03831 - 234597 (O) 9436143007
E.E. PHE, Champhai	-	03831 - 235747 (O) / 9862929212
Project Director, DRDA	-	8794384889
BDO, Khawbung	-	9612123192
MIZOFED LPG	-	03831 - 234814
MIZOFED (AOC)	-	03831 - 234200

**DISTRICT LEVEL DEPARTMENTAL NODAL OFFICERS**

1. Superintendent of Police	-	03831 - 234766 (O)/ 9582201772
2. Project Director, DRDO	-	03831 - 234940 / 8413852004
3. Principal Govt. Champhai College	-	03831 - 234312 / 9862411836
4. District Local Administration Officer	-	03831 - 234202 / 8259051055
5. Settlement Officer	-	03831 - 234091 / 9862614255
6. District Urban Development Officer UD & PA	-	8826608104
7. District Transport Officer	-	03831 - 234881 / 8732853539
8. District Information & Public Relation Officer	-	03831 - 234050 / 8974138751
9. Chief Medical Officer	-	03831 - 234494 / 9436144622
10. District Agriculture Officer	-	03831 - 234081 (O)/9862382549
11. District Animal Husbandry & Veterinary Officer	-	03831 - 234490 / 8731975444
12. District Civil Supply Officer	-	03831 - 234419 / 9436150077
13. District Education Officer	-	03831 - 234370 / 9862088601
14. Superintendent of Engineer, PHE	-	03831 - 234813 / 9436141778
15. Superintendent of Engineer, P&E	-	7005255124
16. Asst. Commissioner, Excise & Narcotics	-	9436192692
17. Divisional Forest Officer	-	03831 - 234474 / 8974058661
18. District Medical Superintendent, Champhai	-	03831 - 234362 / 9862613766
19. E.E, Minor Irrigation Department	-	03831 - 234389 / 9436150164
20. E.E, PWD	-	03831 - 234597 / 9436143007
21. Functional Manager, District Industrial Centre	-	03831 - 235062/ 9436144280
22. Principal, GMHSS	-	03831 - 235077 / 9436156944
23. District Horticulture Officer	-	03831 - 234708 / 9862563102
24. Child Development Project Officer, Champhai	-	03831 - 235685
25. Station Officer, Fire & Emergency Services	-	9862859946
26. District Fishery Officer	-	9863362420
27. E.E PHED	-	9862929212
28. OC Traffic	-	9862368078
29. Officer Commanding, 74 RCC	-	9412271202
31. Asst. Controller, Legal Metrology	-	7005670443
32. DCIO,SIB : MHA	-	8712307593
33. Sub-Divisional Engineer, BSNL	-	9436771561
34. Post Commander 42 <sup>nd</sup> Assam Rifles	-	8955596105

**Annexure II**  
**DISTANCE OF THE VILLAGE FROM CHAMPHAI**

<b>Champhai RD Block</b>				<b>Khawbung RD Block</b>			
<i>Villages</i>	<i>In km</i>	<i>Villages</i>	<i>In km</i>	<i>Villages</i>	<i>In km</i>	<i>Villages</i>	<i>In km</i>
Dilkawn	33	N.Diltlang	61	Buang	44	Leithum	55
Hnahlan	55	N.Khawbung	21	Bulfekzawl	38	Lianpui	57
Kelkang	30	Ngur	22	Bungzung	68	Samthang	70
Khuangphah	75	Tualcheng	62	Chawngtui E	89	Sazep	55
Lungphunlian	70	Vaikhawtlang	86	Dungtlang	64	Sesih	45
Melbuk	28	Vapar	39	Farkawn	100	Thekpui	114
Mualkawi	18	Zokhawthar	35	Hruaikawn N	32	Thekte	114
Hruaikawn	30	Vangchhia	64				
Khankawn	108	Vanzau	64				

**Annexure III**

<b>OWNER OF JCB IN CHAMPHAI RD BLOCK</b>			
<b>Sl No.</b>	<b>Name</b>	<b>Address</b>	<b>Contact No</b>
1	Zarzoliana	Hnahlan	9615021803
2	Zabula	Hnahlan	9615673550
3	Hrangluta	Lungphunlian	8414886900
4	Lalmakthanga	Zotlang	9612513668
5	Lalmunsiamia	Zotlang	9862601181
6	C.Lalnghinglova	Ruantlang	9612442368
7	Lalnunmawia	Kanan	8731914755
8	Peter Manguka	Kanan	9862601223
9	Laldinthara	Zokhawthar	8416048283
10	JR Tawna	Zokhawthar	8131987938
11	Khawliana	Hmunhmeltha	897455799
12	Silverthangi	Hmunhmeltha	8415985742
13	JP. Lalmangaiha	Vengthlang N	8014225268
14	LalengmawiaRenthlei	Vengthlang N	9615941810
15	Liandawla	Vengthlang N	9615439558
16	Hmingzama	Kahrawt	9615948890
17	C. Lalrintluanga	Bethel	9862732180
18	F. Lalnghakliana	Vengthlang	9862788778
19	JH. Vanlalhruaia	Vengthlang	9856441487
20	F. Vanenga	Vengthlang	9615162799
21	ZD. Dengliana	Vengthlang	9615323448
22	C. Lianzova	Vengthlang	9612412740
23	C. Lalawmpuia	Vengthlang	9436141355
24	H. Lalduha	Vengthlang	9862421461
25	RalkaphliraTlau	Vengthlang	9862404720
26	C. Lalrammuana	Vengthlang	9862682285
27	Khuplianthanga	Vengthar	9615673449

## SHELTER AND RELIEF CAMP IN CHAMPHAI DISTRICT

<b>Champhai RD Block</b>		
<b>Sl No.</b>	<b>Name of Village</b>	<b>Shelter / Relief Camp</b>
1	Vengsang	Community Hall
2	Vengthlang	Community Hall
3	Electric	Community Hall
4	Venglai	Community Hall
5	Bethel	Community Hall
6	Kahrawt	Community Hall
7	Zion Veng	Community Hall
8	Vengthar	Community Hall
9	Kanan	Community Hall
10	Dinthar	Community Hall
11	Chhungte	Community Hall
12	New Champhai	Community Hall
13	Zotlang	Community Hall
14	Ruantlang	Community Hall
15	Hmunhmeltha	Community Hall
16	Zote	Community Hall
17	Tlangsam	Community Hall
18	Hnahlan	Community Hall
19	Ngur	Community Hall
20	Vapar	Community Hall
21	Murlen	Community Hall
22	Lungphunlian	Community Hall
23	Tualcheng	Community Hall
24	N. Khawbung	Community Hall
25	Melbuk	Community Hall
26	Mualkawi	Community Hall
27	Zokhawthar	Community Hall
28	Kelkang	Community Hall
29	Dilkawn	Community Hall
30	N. Diltlang	Community Hall
31	Vaikhawtlang	Community Hall
32	Khuangphah	Community Hall

### PLAYGROUND IN CHAMPHAI RD BLOCK

- |                  |                 |                  |                |
|------------------|-----------------|------------------|----------------|
| 1. Vengsang      | 2. Bethel       | 3. Kahrawt       | 4. Vengthar    |
| 5. Kanan Field   | 6. Chhungte     | 7. New Champhai  | 8. Zotlang     |
| 9. Ruantlang     | 10. Hmunhmeltha | 11. Zote         | 12. Tlangsam   |
| 13. Hnahlan      | 14. Ngur        | 15. Vapar        | 16. Murlen     |
| 17. Lungphunlian | 18. Tualcheng   | 19. N. Khawbung  | 20. Melbuk     |
| 21. Mualkawi     | 22. Zokhawthar  | 23. Kelkang      | 24. Dilkawn    |
| 25. Dilkawn      | 26. N. Diltlang | 27. Vaikhawtlang | 28. Khuangphah |



**HELIPAD IN CHAMPHAI RD BLOCK**

1. Vengsang                      2. New Champhai      3. Hnahlan                      4. Zokhawthar  
5. Vaikhawtlang

**HELIPAD IN KHAWBUNG RD BLOCK**

- 1.Farkawn    2.Vangchhia (Emergency)                      3.Khawbung                      4.Khuangleng

**LIST OF DISASTER EQUIPMENTS AVAILABLE DEOC**

<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
<b>Sl.No.</b>	<b>Name of Items</b>	<b>No. of items</b>	<b>Conditions</b>
1	Aluminum Ladder	2	Serviceable
2	Angle Cutter	1	Serviceable
3	Angle Cutter extra Blade	1	Serviceable
4	Ahuja Megaphone	4	Serviceable
5	Body Harness (Full)	4	Serviceable
6	Carabineer	2	Serviceable
7	Carabineer Plain	10	Serviceable
8	Chain Saw	1	Serviceable
9	Climbing Helmet	100	Serviceable
11	Digital Camera	1	Serviceable
12	Figure of 8	3	Serviceable
13	Fold Stretcher	1	Serviceable
15	Generator ED1000	1	Serviceable
16	Generator EU30i	1	Serviceable
17	Inflatable Air Boat Pump	1	Serviceable
18	Inflatable Light	1	Serviceable
19	LED Pelican Light	3	Serviceable
20	Xerox Machine	1	Serviceable
21	Tower Lighting	1	Unserviceable
22	Printer	1	Serviceable
23	Projector Stand	1	Serviceable
24	Projector	1	Serviceable
25	Pulley	2	Serviceable
26	Rappelling Mitten	8	Serviceable
27	Rope 10MM	5	Serviceable
28	Rope Ladder	7	Serviceable
29	Sit Hardness	4	Serviceable
30	Spade	2	Serviceable
31	Traffic Corn	5	Serviceable
32	Walkie Talkie	6	Serviceable
33	First Aid Box	1	Serviceable
34	Cervical Collar	1	Serviceable
35	Shovel	2	Serviceable
37	RR. Saw Diamond Blade	2	Serviceable
38	Vest for QRT	10	Serviceable

39	Simple Torch Light	4	Serviceable
40	Headlight	9	Serviceable
41	Tent	10	Serviceable
42	Drone	1	Serviceable
43	Fire extinguisher	2	Serviceable
44	Hunter boot	1	Serviceable
45	Life Jacket	10	Serviceable
46	Demolition Hammer	2	Serviceable
47	ERV	1	Serviceable
48	Revolving Chair	3	Serviceable
49	Portable Chair	3	Serviceable
50	Almirah	3	Serviceable
51	Ceiling Fund	4	Serviceable
52	Water Tank	1	Serviceable
53	Table	4	Serviceable
54	Grass Cutter	1	Serviceable
55	Satellite telephone	1	Unserviceable
56	Laptop	1	Unserviceable
57	Water Pump Machine	1	Serviceable
58	Scoop Stretcher	4	Serviceable
59	Rotary rescue saw	2	Serviceable
60	Scene tape	2	Serviceable
61	Reciprocating Saw	1	Serviceable
62	Abrasive blade	6	Serviceable
63	Rope 20mm	13	Serviceable
64	Telescopic ladder	1	Serviceable
65	Extension cord	2	Serviceable
66	Jummer	2	Serviceable

#### **ADVENTURE CLUB IN CHAMPHAI DISTRICT**

1. Champhai District Adventure Club - 8259915297
2. Govt. Champhai College - 9856289247

#### **CABLE NETWORK**

1. Champhai Cable Network -Vengthlang, Champhai
2. Local Cable Network -Zotlang, Champhai

#### **RADIO STATION**

All India Radio -Hmunhmeltha

#### **MEDICAL AND HOSPITAL MANAGEMENT PLAN**

The District Medical Officer is in charge of Disaster Medicines and Mass Casualty Management. The following activities are to be prepared-

- Preparation of Authentic Database medical database for public and private facilities available in the district.
- Resource management- man power, logistics, medical equipments, medicines, antidotes, personal protective equipments, disinfectant, vaccine.
- Identification of IRS at the district level and disaster site.

- Preparation of Medical Management Plan.
- Preparation of Hospital Preparedness/Disaster Management Plan.
- Training and capacity building.

### **MASS CASUALTY MANAGEMENT PLAN OF DISTRICT HOSPITAL CHAMPHAI**

**Dr. Zatluanga**, Medical Superintendent, **9862613766(R) 0381-234926(O)** Over all in-charge will prepare emergency Department to receive casualties immediately inform:

**Dr. Lalnuntluanga, MBBS, 8413970507 (M)**

- I. Arrange Emergency Operation Centre (EOC) & Reception and Information Centre
- II. Be in-charge of PA system
- III. Direct Volunteers, Police etc.
- IV. Liaise with VIPs, Press etc
- V. Be responsible for official press release
- VI. Inform B. Lalremsiami, Head Assistant 9612342252
- VII. Arrange identification badges.

**Pi H.Vanlalhluni, Nursing Superintendent, 9862316988 (M)**

- i) Inform Ward Superintendents to assist her
- ii) Inform O.T Staff
- iii) Mobilize IV Grade staff
- iv) Arrange extra lines
- v) Arrange extra drugs and other essential consumables
- vi) Arrange extra beds and spaces
- vii) Detail additional nursing staff
- viii) Assist in arrangement of Ambulance Service

#### **List of Private Hospital within Champhai District:**

Sl. No	Name of Private Hospital	Location	Total Bed Strength
1	DM. Hospital	Champhai Vengthlang	32
2	Med Aim Hospital	Champhai Zotlang	22

#### **List of Ambulance available in Champhai District:**

Sl No.	Owner of Ambulance	No. of Ambulance	Contact No.
1	District Hospital, Champhai	2	9436145254
2	DM. Hospital	1	8974565747/9774831901
3	Sub Headquarters YMA	1	9862233985
4	Hnahlan, PHC	1	9856258832 (Medical Officer)
5	Khawbung, PHC	1	7628875345 (Medical Officer)
6	YMA, Zotlang Branch	1	7085208824

**Name of Specialist Doctors:**

<b>Sl No</b>	<b>Name</b>	<b>Specialization</b>	<b>Contact No.</b>
1	Dr. Zatluanga	Pathologist	9436145254
2	Dr. PC.Lalawmpuia	Medicine	8974739489
3	Dr.Vanlalrini Sailo	Obs & Gynae	9612157649
4	Dr. Krossnunpuii	Bio-Chemistry	8794355897
5	Dr. Vanlalrenga Khawlhiring	MDS	9519723878
6	Dr. Lalramengi	E.N.T Surgeon	9612155636
7	Dr.Biakthansangi	Paediatrics	8794744904
8	Dr .Lalnuntluanga Ralte	Ophthalmologist	8974459861
9	Dr. Vanlalremsiama	Gen.Surgery	9862013763

**List of equipments and Adventure Club within Champhai District:**

<b>Sl No.</b>	<b>Equipments</b>	<b>Quantity</b>
<b>1</b>	<b>Carabineer</b>	<b>12</b>
<b>2</b>	<b>Figure of Eight</b>	<b>2</b>
<b>3</b>	<b>Mitten</b>	<b>2</b>
<b>4</b>	<b>Jummer</b>	<b>1</b>
<b>5</b>	<b>Seat harness</b>	<b>3</b>
<b>6</b>	<b>Climbing Rope</b>	<b>2</b>
<b>7</b>	<b>Rapelling</b>	<b>1</b>
<b>8</b>	<b>Sling</b>	<b>2</b>

**Adventure Club:**

**1. Champhai District Adventure Club**

**Leader** : Rosangliana Ph: 9862501799

**Secretary** : Lalhmachhuana Fanai Ph: 9615030822

**2. Govt. Champhai College**

**Leader** : Lalrinfela Ph : 9862672558

**3. Govt. Khawzawl College**

**Leader** : R. Vanlalfela Ph : 8258832505

**Daily Newspaper within Champhai District:**

Sl.No	Name of Newspaper	Editor / Joint Editor	Contact Number
1	Pasaltha	C. Lalrinsanga, Rahsi Veng Champhai	9862683353 / 9615673476
2	Rihlipui	Laldinpui, Vengthlang Champhai	8132909118
3	Lenrual	Lahlupaia, Venglai Champhai	98622614475

**Local Cable TV within Champhai District:**

Sl.No	Name of Local Cable TV	Manager	Contact Number
1	LCN	K. Vanlahmuaka	9436363079
2	CCN	Lalmingmawia Pachuau	9612852245
3	DDK Champhai Area	Chanchinmawia	8415851381
4	DDK Khawbung Area	H.Lalnunmawia	8974157393

**MEDIA MANAGEMENT PLAN**

Media management during a disaster is an important aspect. The DDMA will ensure that up-to-date and accurate information is made available. The office of the DDMA will also establish a media center attached to the District EOC to be operated by the Team leader of Media Team and regular media briefing should be arranged as per the SOP for media briefing.

**Annexure IV  
Geographical Profile of Champhai**

**A. CLIMATE**

Climate is one of the most important factors of the geographical environment to which man is a subject. It controls the man's activities like agriculture, forestry, supply of water, industries etc. The elements of the climate that control the economic development of the region are rainfall, temperature, humidity, sunshine hours, wind and the number of rainy days. The climate of Mizoram as a whole is controlled by its location, physiographic conditions, pressure regime in the North West India and Bay of Bengal, warm and moist maritime tropical air masses from the Bay of Bengal, Local Mountain and valley winds. In addition, the Chin Hills, Arakan Yoma Hill Tracts and Chittagong Hill Tracts also play an important role in shaping the climatic condition of the state.

Champhai district enjoys a moderate climate owing to its tropical location. It is neither too hot nor too cold throughout the year. Champhai district falls under the direct influence of the south west monsoon. As such the area receives an adequate amount of rainfall which is responsible for a humid tropical climate characterized by short winter and long summer with heavy rainfall.

**B. SEASON**

Depending on the variation in temperature and general weather conditions, four different types of seasons are observed for the district. They are as follows:

**The Winter Season**

This season starts from the month of December to first half of February. This is the coldest season of the year. During this period, rainfall is much less as compared to other seasons, and rainfall received is originated from North East Monsoon, generally known as the retreating monsoon. This season is very pleasant with clear blue sky in the absence of cloud covering

and all the people of Mizoram are in festive mood since the most celebrated festival 'Christmas' occurs during the period.

### **Spring Season**

This is the shortest season of the year. It starts from the second half of February to the first half of March. Temperature is mild during this period and the sky is clear and the Mizo people are accustomed to build new houses during this season as there are no weather disturbances during the period.

### **Summer Season/ Rainy Season**

This is the longest season covering about seven months starting from the second half of March till the first half of October. The early part of this season i.e from second half of March till first half of May is characterized by bright sunshine and clear sky with little or no cloud till it is disrupted by the coming of Monsoon showers. April, May and June are the hottest months in the district and maximum isolation is received during this season.

A study from the daily rainfall records reveals that the heavy outpour generally starts from the second quarter of May and this heavy outpour usually subsides in the first quarter of October. Rainfall during May, June, July, August and September i.e. five months, alone contributes 75% of the total annual rainfall. This is the season when the cyclonic rains are often felt. The temperature remains high, but is kept down to a considerable extent by the usual rains.

### **Autumn Season**

This season covers a period generally starting from the second part of October to November. The season is very pleasant as the summer rain has already diminished by this

time. This is the season the Mizos are longing for, since they have no undone jobs in their jhum fields, just waiting for the ripening of their paddies. People are in their festive moods. During this time one of Mizo festivals called 'Mim Kut' used to be celebrated. But now what we call 'Thalfavang Kut' takes the name instead and is celebrated with joy.

## **C. TEMPERATURE**

General information about the temperature conditions of Champhai town is made through the analysis of the temperature data obtained from Pushpak, Champhai since 2003 and is shown in Table 1.6.1

The salient thermo-characteristic of Champhai town is that temperature does not fluctuate much throughout the year. The highest temperature is observed during the month of April and June. The temperature remains high, but thereafter, the onset of Monsoon brings the temperature down. July and August are the warmest months with mean daily maximum at about 33°C and the mean daily minimum at 18°C.

The temperature starts to fall down sharply from the month of November and it is minimal in December and January. January is the coldest month with a mean daily temperature at 25°C and the mean daily minimum of 4°C.

## **D. RAINFALL**

The entire state of Mizoram is under the direct influence of South West monsoon; hence Champhai district also receives an adequate amount of rainfall during the monsoon season. The study of the available rainfall data reveals that the heavy rainfall starts from the second part of May and ends in the first part of October. The average rainfall of Champhai District is 2153 mm per annum and the highest average rainfall received during a particular month was 607.5 mm recorded in July, 1997.

Precipitation is heavy during summer. This coincidence of the occurrence of south west monsoon with the summer makes the climate favorable for inhabitants of the state since the temperature is kept down to a considerable extent by the usual rains. Normally, July and August are the rainiest months while December and January are the driest months.

## Recorded of decadal rainfall from 2012-2022

Year	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.
2012	4.70	10.50	5.45	93.70	39.55	147.73	210.50	260.00	144.70	170.60	99.60	0.00
2013	0.00	0.00	7.00	80.70	441.10	255.00	434.00	437.90	168.20	151.42	-	-
2014	-	-	-	-	-	-	-	-	-	-	20.20	0.00
2015	15.00	6.20	26.10	115.60	85.90	209.80	460.10	427.20	227.10	175.50	7.70	0.75
2016	4.5	6.3	54.9	105	261.3	349.18	359.05	345.8	308.7	0.8	60.3	0.0
2017	-	8.8	116.22	273.3	186.1	396.5	423.3	338.	330.5	179.8		-
2018	6.2	3.7	78.2	81	181	493.2	356.4	274.4	157.9	124.9	-	8.8
2019	-	52.4	34	22.1	156.9	221.5	435.2	239.5	226.2	50.3	60.7	13.7
2020	56.3	15.5	-	107.2	188.4	182.9	371.6	337.1	231.1	250.9	63.1	-
2021	-	-	11.4	5.4	62.5	252.05	276.45	392.09	197.05	201.05	218.04	85.03
2022	16.5	15.7	27.8	39.9	291.4	571.9	410.1	271.3	415.	223.5	-	-

## E. WIND

The monsoon wind is the most important wind that prevails in Mizoram. During summer, the sub-tropical high pressure belt and the thermal equator are displaced northward in response to the changing pattern of solar heating of the earth. From the ocean, particularly from the north Indian Ocean or Bay of Bengal, they move towards the land mass and blow over the Asian continent. These are called South-West monsoon and they usually reach Mizoram during second half of May and prevails up to the first half of October. The summer

monsoon is characterized by highly variable weather with frequent spells of drought and heavy rains. Besides this, the winter monsoon also prevails which is a gentle drift of air in which the winds generally blow from the north-east. This retreating monsoon causes sporadic rainfall especially in Mizoram and other north-eastern states producing sometimes heavy cyclonic rain.

As evident from the earlier records, Mizoram state is vulnerable to tropical cyclone which develop in North Indian Ocean (Bay of Bengal), and the cyclones of the post monsoon season (October to December) are more intense than those of pre-monsoon season (April & May). Cyclone is associated with strong winds, torrential rains and storms. The impacts of these cyclones could be devastating as it has often led to loss of properties and even lives. The impact of these cyclones had often led to damages of houses, power line cut off, blockage of roads, damages of crops and plantations, loss of live-stocks etc. Generally these winds come from the north-western part of the state as the winds originate from the Bay of Bengal. Vulnerability Analysis of Cyclone in Mizoram has been conducted by State Remote Sensing Centre, Mizoram and in this report the cyclonic vulnerability has been classified as High, Medium and Low classes. According to that report in Champhai district there are 85 villages/towns/wards falling in different class of vulnerability. Out of these, twelve villages (14.12%) are fall in high vulnerable areas; whereas thirty villages/towns/wards (32.29%) are in the medium class and the rest forty three villages/towns/wards (50.59) are in low vulnerability areas.

## F. GEOMORPHOLOGY

### Introduction

The area occupies the north-eastern part of the state and represents a monotonous sequence of argillaceous and Arenaceous rocks. The formations are folded into almost N-S trending anticlines and synclines and affected by longitudinal, oblique and transverse faults of varying magnitudes. While the Geological Survey of India (1974 & 2003) classified the rocks of the eastern part of the area around Champhai and its surroundings into Barail Group, the

Oil & Natural Gas Commission (1975, 1978 & 1984). On the other hand, do not agree with their views. However, an attempt has been made to classify the rocks into various stratigraphic divisions, but lack of any characteristic rock type and index fossils make it difficult to classify in detail. Therefore, the formations are tentatively classified on the basis of lithological assemblage and sedimentary structures, incorporating the scheme of classification of both the parties.

### **Geomorphology**

Geomorphology is essentially the study of relief features of the earth's surface and factors that produced them. The main geomorphic features of the study area are summarized below:

#### **Topography**

The area is characterized, apart from several minor ridge lines, by six main ridgelines and intervening valleys and less prominent ridges. On the western flank of the study area, runs Tuivawl River flowing for a distance of about 46.50km. It flows along a relatively small valley and dissected terrain and has practically no large flood plain. On the eastern small valley and dissected terrain and has practically no large flood plain. Tuivawl River runs a highly dissected ridge, line, which starts from Sakawrhmutuai tlang towards North West till Sahmulatual Tlang. This ridge line passes through Puilo, Kawlkulh and Tawitawkawn villages,

whose total length is 42.30 km. This ridge line varies in height. It attains a height of 1257 metres at Chhawrtui Tlang, 1062 metres at Puilo village, and 1200 metres at Kawlkulh village and 1147 metres at Tawitawkawn. This ridge line attains a height of 1587 metres at Melkhat Tlang. 1548 metres at Bualpui Tlang, and at Sahmulatual the ridge line attains a height of 1812 metres. On the eastern side of this ridge, another ridge line continues in the northern side from Meitei Tlang (1622 metres) and continues towards Aiduzawl village (1553 metres) and Hmawngzawl village (1172 metres) and extends all the way to Kawnzar Tlang (1182 metres), Khumzawl Tlang (1109 metres) and Phalte Tlang (1178 metres). This ridge line is terminated by Tuiphal lui, whose total length is about 15.50 kms.

On the eastern side on these two main ridges, runs Tuiphal lui which originates near Khuanglam village in the east and flows through the central part of the district towards North West direction before it drains itself into Tuivai River. The total length of the Tuiphallui, which is the central part of the district, another major ridge line starts from Behliang Tlang (1614 metres) in the east and continues towards northwest direction and passes through Khuanglam village (1683 metres). The ridge continues through Khuanglam Tlang (1681 metres) and Pamchung village (1180 metres) upto Pamchung Tlang (1196 metres). The ridge these two ridges are separated by Tangkawnglui. One of them starts from Khuangphah Tlang (1508 meters) and passes through Zopuichhip (1618 meters) and continues through Tangkawngmual until it is terminated by Tuisalui. The total length of this ridge is about 14.80 kms. The other ridge starts near Khuangphah village and passes through New Vaikhawtlang village (1185 meters) and extends all the way to Vaikhawtlang whose height varies from 1066 to 1172 metres. This ridge terminates near Vaikhawtlang this ridge passes through Sialhawk village (1408 meters), Leithum Tlang(1388metres), Khawhai Tlang(1592metres) and Khawhai village (1568meters). The length of this ridge line starts near Khuangthing village and runs towards north. It passes through Bunghmun tlang(1247metres), Zawlsei village and Khawbung village. To the east of this ridge extends another ridge line form Samthang tlang (1395metres). It continues towards north through Puanvawrh tlang (1740metres), Lianchhiari Lunglen tlang (1694 metres), Dungtlang (1708 metres), Sakeibuksuk Tlang(1558meters), Puruar Tlang (1521 meters) before ending at Khuang Mual(1143meters).



This ridge is terminated by a small stream (Thangailui). The total length of this ridge is about 19.12 km. In addition to the aforesaid ridges, there are also several minor ridge lines located in various parts of the district is terminated by Tuiphallui. The total length of this ridge is about 17.50 km. Another ridge runs in the northern side starting from Sialkal Tlang towards eastern side and passes through of this ridge is about 13.76 kms. Just west of this ridge, another ridge line starts near Tuimailui which joins with the Sialkal Tlang, and extends through Lengteng Tlang whose peak is called Nauzuarzo (2141 metres). This ridge is terminated by a small stream. It then continues towards northern direction for a short distance through Ngaikham Tlang (1895 metres) before ending at the peak of Murlen Tlang (1432 metres).

On the north-western part of the district, another ridge line extends from Vanchunbung Tlang (1190 metres) and passes through Tingmun Tlang (1258 metres), Chawrahmun Tlang (1266 metres), Ngopa village (1249 meters), Khawdungsei Tlang (1200 metres) and Khawkawn village (1280 metres) before ending near Tuivailui in the northernmost part of the district. To the eastern side of this ridge, flows Tuitlalui towards north before ultimately draining itself to Tuivai River in the northern boundary of the district.

The length of the Tuitlalui is about 31 - 43 kms. To the east of the Tuitlalui, runs another ridge line which starts from Mimbung Tlang whose peak is about 1627 metres high. This ridge line terminates in the northeastern side of the district. The length of this ridge line is about 7.37 kms. On the easternmost side of the district, run two ridges almost parallel to each other.

The Tuichang river, which forms an important major river within the district originates near Darngawn village and flows in the north-west direction before flowing in the southward direction near Mangpui Tlang in the central part of the district. It flows through the central part of the district before forming the southwestern boundary of the district, the total length of the river within the district is about 81.01 km.

#### **Rock Classification and their percentage distribution**

SI.No	Rock Types	Area (in Sq. Km)	In Percent
1	Sandstone	1538.5	48.29
2	Silt stone & Shale	1556.63	48.86
3	Clayey Sand	80.18	2.52
4	Gravel, Sand & Silt	10.52	0.33
	<b>Total</b>	<b>3185.83</b>	<b>100</b>

#### **Slope intensity distribution**

SI.No	Slope (in degree)	Area	%
1	0-3	16.05	0.5
2	3-10	193.06	6.06
3	10-15	5.20	0.16
4	15-25	129.75	4.07
5	25-35	352.88	11.08
6	35-50	1128.26	35.42
7	50-70	863.79	27.11
8	70-100	408.28	12.82
9	>100	88.57	2.78
	<b>Total</b>	<b>3185.83</b>	<b>100</b>

### Slope Statistics of Champhai district

Sl.No.	Slope Aspect	Area	%
1	North	339.95	10.67
2	North - east	346.83	10.89
3	East	403.23	12.66
4	South - east	427.1	13.41
5	South	353.98	11.11
6	South - west	361.16	11.34
7	West	416.34	13.07
8	North - west	427.16	13.41
9	Flat - land	110.09	3.46
	<b>Total</b>	<b>3185.83</b>	<b>100</b>

### Aspect Statistics of Champhai District

Sl.No	Geomorphic Unit	Area(in Sq. Km)	%
1	High Structural Hill	941.09	29.53
2	Medium Structural Hill	1502.02	47.15
3	Low Structural Hill	681.65	21.4
4	Valley Fill	43.18	1.366
5	Flood Plain	17.89	0.56
	<b>Total</b>	<b>3185.83</b>	<b>100</b>

## Annexure V DISASTER & DISABILITY

### Introduction

DRR involves disaster management, disaster mitigation and disaster preparedness, and is also part of sustainable development. In line with article 11 and 32 of the CRPD, disability inclusive DRR considers the whole community but pays specific attention to persons with disabilities and their families since their vulnerability in a disaster might reduce the entire community's resilience towards catastrophe.

### Key Principles:

- **Participation:** persons with disabilities must be active participants in planning, implementation and monitoring of DRR actions, in climate change policies, conflict prevention and mitigation. Therefore barriers to active participation have to be removed and capacity building programs enhanced.
- **Twin-track approach:** ensuring that persons with disabilities have full access to relief operations, disaster risk reduction policies and conflict prevention/mitigation programs by removing barriers, and at the same time, addressing specific requirements through more individualized support for persons with multiple disabilities or high dependency needs.
- **Comprehensive accessibility and universal design** are important concepts that should be incorporated in humanitarian action policies, making sure relief operations and structures are fully accessible for all, including persons with disabilities.
- **The immediate post-emergency phase and early re-construction period** should be driven by the 'build back better' principles, stressing the opportunity to improve the quality of life of persons with disabilities through sound and inclusive investment and decision-making processes.
- **Non-discrimination** should underpin all policies in emergencies and conflict prevention/mitigation, and require a proactive approach aiming at identifying and removing exclusion factors, which prevent persons with disabilities from accessing relief services and programs on peace and conflict mitigation.
- **Coordination and collaboration:** Disaster and conflict management involve a large variety of stakeholders who all need to coordinate their efforts to ensure that disability is included in their projects as a core-crosscutting theme.

The rehabilitation and reconstruction phases after a disaster provide a good starting point for rebuilding a better society, a more inclusive society for all. If disability is taken into account in reconstruction of physical infrastructures (schools, hospitals, clinics, public buildings, roads etc.), in community planning, in workforces, in monitoring and evaluation, a solid ground for a more equitable society can be built.

### Action Plan

Disabled person means any person who has physical or mental impairment that substantially limits one or more major life activities has a past record of such impairment or is regarded as having such impairment. Such impairment result in the loss or failure in coordination of different body function either in movement, speech, sight or mental. When a disaster or emergency occurs, disabled persons are more vulnerable and need more care and support.

Nowadays every government department and office have of one or more physically disabled/handicapped person(s). During disaster, these persons cannot move by themselves to a safe place immediately and so are vulnerable to injuries and even death. In public place like schools, markets, home and other institutions, the problems faced by disabled persons are same. Disabled persons are found in abundance in every community and priority should be given to their concern in pre-disaster, during disaster and post-disaster situation.

Champhai district houses a large number of disabled person- both mentally and physically disabled. They may be found both in town and villages. The Social Welfare Department is the concern department with the CDPO office located at Champhai Venglai. The measures which should be followed for responds to disabled persons during different disaster situation are as under:

**Pre-disaster situation:**

1. Disaster training at different level in the district should include session prioritizing respond and rescue for the disabled.
2. Special training should be conducted at school, office and community level devoted specially for disabled person.
3. Equipment for movement and transfer of disabled person like stretcher, wheelchair, ropes, etc should be readily available in office, schools etc. where there are disabled persons.
4. Proper records of their bio-data, community to which they belong, close relative and nature of their disability should be maintained at village/town level and district level.

**During disaster:**

1. During disaster like earthquake, fire, flood and storm disabled persons who are in vulnerable areas should be given prior concern.
2. They should be relocated to safe area promptly.
3. At least one person should be detailed to check their mental and physical condition.

**Post-disaster:**

1. The disabled persons who have been relocated recently to a safe place should be shifted to a more secure place.
2. The records of disabled persons maintained at the disaster affected area should be checked to see if all disabled persons are safe and given proper attention.
3. Person of medical expertise should be detailed to suffice their needs.
4. Mentally disabled persons should be relocated to area far away from the disaster site.

**Disaster risk reduction for persons with disabilities**

Persons with disabilities are vulnerable group. Natural and man-made disasters tend to have a disproportionate impact on persons with disabilities. Therefore due attention and care must be given to persons with disabilities during the incidence of disaster. They must be given first preference when it comes to evacuation and rescue. They must also be given a proper rehabilitation as they are physically and mentally retarded.

**Before disaster:**

1. The District Disaster Management Authority will fix responsibilities among different players to give due care and attention to persons with disability in the event of an out breaking hazard. It will also focus on strengthening implementation of measures on providing timely and appropriate support to persons with disabilities in responding to disasters.
2. Sensitization of NGOs is an important aspect with regards to disaster risk reduction since the focus has now shifted to 'community' and as such the district administration plans to organize training programmes or include in other programmes related with disabilities may be addressed.

**During disaster:**

1. The victim with disability persons will be first evacuated and rescued by the rescuers like NGO, SDRF or NDRF. They will be first given first preference by the medical team as well.
2. A separate space, far from disaster site to treat wounded disabled persons will be made by Shelter Management and Sanitation Team.
3. Specialized team of medical personnel will be detailed to look after the victims.

**ANNEXURE VI**  
**THE DISASTER MANAGEMENT ACT, 2005**  
**NO. 53 OF 2005**  
**[23rd December, 2005.]**

*An Act to provide for the effective management of disasters and for matters connected therewith or incidental thereto.*

*BE it enacted by Parliament in the Fifty-sixth Year of the Republic of India as follows:-*

**CHAPTER I: PRELIMINARY**

**1. Short title, extent and commencement.-**

*(1) This Act may be called the Disaster Management Act, 2005.*

*(2) It extends to the whole of India.*

*(3) It shall come into force on such date as the Central Government may, by notification in the Official Gazette appoint; and different dates may be appointed for different provisions of this Act and for different States, and any reference to commencement in any provision of this Act in relation to any State shall be construed as a reference to the commencement of that provision in that State.*

**2. Definitions.-**

*In this Act, unless the context otherwise requires,-*

*(a) "Affected area" means an area or part of the country affected by a disaster;*

*(b) "capacity-building" includes-*

*(i) Identification of existing resources and resources to be acquired or created;*

*(ii) acquiring or creating resources identified under sub-clause (i);*

*(iii) organization and training of personnel and coordination of such training for effective management of disasters;*

*(c) "Central Government" means the Ministry or Department of the Government of India having administrative control of disaster management;*

*(d) "disaster" means a catastrophe, mishap, calamity or grave occurrence in any area, arising from natural or manmade causes, or by accident or negligence which results in substantial loss of life or human suffering or damage to, and destruction of, property, or damage to, or degradation of, environment, and is of such a nature or magnitude as to be beyond the coping capacity of the community of the affected area;*

*(e) "disaster management" means a continuous and integrated process of planning, organising, coordinating and implementing measures which are necessary or expedient for-*

*(i) Prevention of danger or threat of any disaster;*

*(ii) Mitigation or reduction of risk of any disaster or its severity or consequences;*

*(iii) capacity-building;*

*(iv) Preparedness to deal with any disaster;*

*(v) Prompt response to any threatening disaster situation or disaster;*

*(vi) Assessing the severity or magnitude of effects of any disaster;*

*(vii) Evacuation, rescue and relief;*

*(viii) Rehabilitation and reconstruction;*

*(f) "District Authority" means the District Disaster Management Authority constituted under sub-section (1) of section 25;*

*(g) "District Plan" means the plan for disaster management for the district prepared under section 31;*

*(h) "local authority" includes panchayati raj institutions, municipalities, a district board, cantonment board, town planning authority or Zila Parishad or any other body or*

authority, by whatever name called, for the time being invested by law, for rendering essential services or, with the control and management of civic services, within a specified local area;

- (i) "mitigation" means measures aimed at reducing the risk, impact or effects of a disaster or threatening disaster situation;
- (j) "National Authority" means the National Disaster Management Authority established under sub-section (1) of section 3;
- (k) "National Executive Committee" means the Executive Committee of the National Authority constituted under sub-section (1) of section 8;
- (l) "National Plan" means the plan for disaster management for the whole of the country prepared under section 11;
- (m) "preparedness" means the state of readiness to deal with a threatening disaster situation or disaster and the effects thereof;
- (n) "prescribed" means prescribed by rules made under this Act;
- (o) "reconstruction" means construction or restoration of any property after a disaster;
- (p) "resources" includes manpower, services, materials and provisions;
- (q) "State Authority" means the State Disaster Management Authority established under sub-section (1) of section 14 and includes the Disaster Management Authority for the Union territory constituted under that section;
- (r) "State Executive Committee" means the Executive Committee of a State Authority constituted under sub-section (1) of section 20;
- (s) "State Government" means the Department of Government of the State having administrative control of disaster management and includes Administrator of the Union territory appointed by the President under article 239 of the Constitution;
- (t) "State Plan" means the plan for disaster management for the whole of the State prepared under section 23.

## **THE NATIONAL DISASTER MANAGEMENT AUTHORITY**

### **3. Establishment of National Disaster Management Authority.-**

- (1) With effect from such date as the Central Government may, by notification in the Official Gazette appoint in this behalf, there shall be established for the purposes of this Act, an authority to be known as the National Disaster Management Authority.
- (2) The National Authority shall consist of the Chairperson and such number of other members, not exceeding nine, as may be prescribed by the Central Government and, unless the rules otherwise provide, the National Authority shall consist of the following:-
  - (a) the Prime Minister of India, who shall be the Chairperson of the National Authority, *ex officio*;
  - (b) other members, not exceeding nine, to be nominated by the Chairperson of the National Authority.
- (3) The Chairperson of the National Authority may designate one of the members nominated under clause (b) of sub-section (2) to be the Vice-Chairperson of the National Authority.
- (4) The term of office and conditions of service of members of the National Authority shall be such as may be prescribed.

### **4. Meetings of National Authority.-**

- (1) The National Authority shall meet as and when necessary and at such time and place as the Chairperson of the National Authority may think fit.
- (2) The Chairperson of the National Authority shall preside over the meetings of the National Authority.
- (3) If for any reason the Chairperson of the National Authority is unable to attend any meeting of the National Authority, the Vice-Chairperson of the National Authority shall preside over the meeting.

### **5. Appointment of officers and other employees of the National Authority.-**

The Central Government shall provide the National Authority with such officers, consultants and employees, as it considers necessary for carrying out the functions of the National Authority.

### **6. Powers and functions of National Authority.-**

- (1) Subject to the provisions of this Act, the National Authority shall have the responsibility for laying down the policies, plans and guidelines for disaster management for ensuring timely and effective response to disaster.
- (2) Without prejudice to generality of the provisions contained in subsection (1), the National Authority may -
  - a) lay down policies on disaster management;
  - b) approve the National Plan;
  - c) approve plans prepared by the Ministries or Departments of the Government of India in accordance with the National Plan;
  - d) lay down guidelines to be followed by the State Authorities in drawing up the State Plan;
  - e) lay down guidelines to be followed by the different Ministries or Departments of the Government of India for the purpose of integrating the measures for prevention of disaster or the mitigation of its effects in their development plans and projects;
  - f) coordinate the enforcement and implementation of the policy and plan for disaster management;
  - g) recommend provision of funds for the purpose of mitigation;
  - h) provide such support to other countries affected by major disasters as may be determined by the Central Government;
  - i) take such other measures for the prevention of disaster, or the mitigation, or preparedness and capacity building for dealing with the threatening disaster situation or disaster as it may consider necessary;
  - j) lay down broad policies and guidelines for the functioning of the National Institute of Disaster Management.
- 3) The Chairperson of the National Authority shall, in the case of emergency, have power to exercise all or any of the powers of the National Authority but exercise of such powers shall be subject to ex post facto ratification by the National Authority.

### **7. Constitution of advisory committee by National Authority.-**

- (1) The National Authority may constitute an advisory committee consisting of experts in the field of disaster management and having practical experience of disaster management at the national, State or district level to make recommendations on different aspects of disaster management.
- (2) The members of the advisory committee shall be paid such allowances as may be prescribed by the Central Government in consultation with the National Authority.

### **8. Constitution of National Executive Committee -**

- (1) The Central Government shall, immediately after issue of notification under subsection (1) of section 3, constitute a National Executive Committee to assist the National Authority in the performance of its functions under this Act.
- (2) The National Executive Committee shall consist of the following members, namely:-
  - (a) The Secretary to the Government of India in charge of the Ministry or Department of the Central Government having administrative control of the disaster management, who shall be Chairperson, ex officio;

- (b) *The Secretaries to the Government of India in the Ministries or Departments having administrative control of the agriculture, atomic energy, defence, drinking water supply, environment and forests, finance (expenditure), health, power, rural development, science and technology, space, telecommunication, urban development, water resources and the Chief of the Integrated Defence Staff of the Chiefs of Staff Committee, ex officio.*
- (3) *The Chairperson of the National Executive Committee may invite any other officer of the Central Government or a State Government for taking part in any meeting of the National Executive Committee and shall exercise such powers and perform such functions as may be prescribed by the Central Government in consultation with the National Authority.*
- (4) *The procedure to be followed by the National Executive Committee in exercise of its powers and discharge of its functions shall be such as may be prescribed by the Central Government.*

#### **9. Constitution of sub-committee -**

- (1) *The National Executive Committee may, as and when it considers necessary, constitute one or more subcommittees, for the efficient discharge of its functions.*
- (2) *The National Executive Committee shall, from amongst its members, appoint the Chairperson of the sub-committee referred to in sub-section (1).*
- (3) *Any person associated as an expert with any sub-committee may be paid such allowances as may be prescribed by the Central Government.*

#### **10. Powers and functions of National Executive Committee.-**

- (1) *The National Executive Committee shall assist the National Authority in the discharge of its functions and have the responsibility for implementing the policies and plans of the National Authority and ensure the compliance of directions issued by the Central Government for the purpose of disaster management in the country.*
- (2) *Without prejudice to the generality of the provisions contained in sub-section (1), the National Executive Committee may -*
- a) act as the coordinating and monitoring body for disaster management;*
  - b) prepare the National Plan to be approved by the National Authority;*
  - c) coordinate and monitor the implementation of the National Policy;*
  - d) lay down guidelines for preparing disaster management plans by different Ministries or Departments of the Government of India and the State Authorities;*
  - e) provide necessary technical assistance to the State Governments and the State Authorities for preparing their disaster management plans in accordance with the guidelines laid down by the National Authority;*
  - f) monitor the implementation of the National Plan and the plans prepared by the Ministries or Departments of the Government of India;*
  - g) monitor the implementation of the guidelines laid down by the National Authority for integrating of measures for prevention of disasters and mitigation by the Ministries or Departments in their development plans and projects;*
  - h) monitor, coordinate and give directions regarding the mitigation and preparedness measures to be taken by different Ministries or Departments and agencies of the Government;*
  - i) evaluate the preparedness at all governmental levels for the purpose of responding to any threatening disaster situation or disaster and give directions, where necessary, for enhancing such preparedness;*
  - j) plan and coordinate specialised training programme for disaster management for different levels of officers, employees and voluntary rescue workers;*
  - k) coordinate response in the event of any threatening disaster situation or disaster;*



- (l) lay down guidelines for, or give directions to, the concerned Ministries or Departments of the Government of India, the State Governments and the State Authorities regarding measures to be taken by them in response to any threatening disaster situation or disaster;
- (m) require any department or agency of the Government to make available to the National Authority or State Authorities such men or material resources as are available with it for the purposes of emergency response, rescue and relief;
- (n) advise, assist and coordinate the activities of the Ministries or Departments of the Government of India, State Authorities, statutory bodies, other governmental or non-governmental organizations and others engaged in disaster management;
- (o) provide necessary technical assistance or give advice to the State Authorities and District Authorities for carrying out their functions under this Act;
- (p) promote general education and awareness in relation to disaster management; and
- (q) perform such other functions as the National Authority may require it to perform.

#### **11. National Plan.-**

- (1) There shall be drawn up a plan for disaster management for the whole of the country to be called the National Plan.
- (2) The National Plan shall be prepared by the National Executive Committee having regard of the National Policy and in consultation with the State Governments and expert bodies or organizations in the field of disaster management to be approved by the National Authority.
- (3) The National Plan shall include-
  - (a) measures to be taken for the prevention of disasters, or the mitigation of their effects;
  - (b) measures to be taken for the integration of mitigation measures in the development plans;
  - (c) measures to be taken for preparedness and capacity building to effectively respond to any threatening disaster situations or disaster;
  - (d) roles and responsibilities of different Ministries or Departments of the Government of India in respect of measures specified in clauses(a), (b) and (c).
- (4) The National Plan shall be reviewed and updated annually.
- (5) Appropriate provisions shall be made by the Central Government for financing the measures to be carried out under the National Plan.
- (6) Copies of the National Plan referred to in sub-sections (2) and (4) shall be made available to the Ministries or Departments of the Government of India and such Ministries or Departments shall draw up their own plans in accordance with the National Plan.

#### **12. Guidelines for minimum standards of relief.-**

The National Authority shall recommend guidelines for the minimum standards of relief to be provided to persons affected by disaster, which shall include,-

- (i) the minimum requirements to be provided in the relief camps in relation to shelter, food, drinking water, medical cover and sanitation;
- (ii) the special provisions to be made for widows and orphans;
- (iii) ex gratia assistance on account of loss of life as also assistance on account of damage to houses and for restoration of means of livelihood;
- (iv) such other relief as may be necessary.

**13. Relief in loan repayment, etc.-**

*The National Authority may, in cases of disasters of severe magnitude, recommend relief in repayment of loans or for grant of fresh loans to the persons affected by disaster on such concessional terms as may be appropriate.*

**STATE DISASTER MANAGEMENT AUTHORITIES**

**14. Establishment of State Disaster Management Authority.-**

- (1) *Every State Government shall, as soon as may be after the issue of the notification under sub-section (1) of section 3, by notification in the Official Gazette, establish a State Disaster Management Authority for the State with such name as may be specified in the notification of the State Government.*
- (2) *A State Authority shall consist of the Chairperson and such number of other members, not exceeding nine, as may be prescribed by the State Government and, unless the rules otherwise provide, the State Authority shall consist of the following members, namely:-*
  - (a) *the Chief Minister of the State, who shall be Chairperson, ex-officio;*
  - (b) *other members, not exceeding eight, to be nominated by the Chairperson of the State Authority;*
  - (c) *the Chairperson of the State Executive Committee, ex officio.*
- (3) *The Chairperson of the State Authority may designate one of the members nominated under clause (b) of sub-section (2) to be the Vice-Chairperson of the State Authority.*
- (4) *The Chairperson of the State Executive Committee shall be the Chief Executive Officer of the State Authority, ex officio:*

*Provided that in the case of a Union territory having Legislative Assembly, except the Union territory of Delhi, the Chief Minister shall be the Chairperson of the Authority established under this section and in case of other Union territories, the Lieutenant Governor or the Administrator shall be the Chairperson of that Authority:*

*Provided further that the Lieutenant Governor of the Union territory of Delhi shall be the Chairperson and the Chief Minister thereof shall be the Vice-Chairperson of the State Authority.*
- (5) *The term of office and conditions of service of members of the State Authority shall be such as may be prescribed.*

**15. Meetings of the State Authority.-**

- (1) *The State Authority shall meet as and when necessary and at such time and place as the Chairperson of the State Authority may think fit.*
- (2) *The Chairperson of the State Authority shall preside over the meetings of the State Authority.*
- (3) *If for any reason, the Chairperson of the State Authority is unable to attend the meeting of the State Authority, the Vice-Chairperson of the State Authority shall preside at the meeting.*

**16. Appointment of officers and other employees of State Authority.-**

*The State Government shall provide the State Authority with such officers, consultants and employees, as it considers necessary, for carrying out the functions of the State Authority.*

**17. Constitution of advisory committee by the State Authority -**

- (1) *A State Authority may, as and when it considers necessary, constitute an advisory committee, consisting of experts in the field of disaster management and having practical experience of disaster management to make recommendations on different aspects of disaster management.*
- (2) *The members of the advisory committee shall be paid such allowances as may be prescribed by the State Government.*

**18. Powers and functions of State Authority.-**

- (1) Subject to the provisions of this Act, a State Authority shall have the responsibility for laying down policies and plans for disaster management in the State.
- (2) Without prejudice to the generality of provisions contained in subsection (1), the State Authority may-
  - (a) lay down the State disaster management policy;
  - (b) approve the State Plan in accordance with the guidelines laid down by the National Authority;
  - (c) approve the disaster management plans prepared by the departments of the Government of the State;
  - (d) lay down guidelines to be followed by the departments of the Government of the State for the purposes of integration of measures for prevention of disasters and mitigation in their development plans and projects and provide necessary technical assistance there for;
  - (e) coordinate the implementation of the State Plan;
  - (f) recommend provision of funds for mitigation and preparedness measures;
  - (g) review the development plans of the different departments of the State and ensure that prevention and mitigation measures are integrated therein;
  - (h) review the measures being taken for mitigation, capacity building and preparedness by the departments of the Government of the State and issue such guidelines as may be necessary.
- (3) The Chairperson of the State Authority shall, in the case of emergency, have power to exercise all or any of the powers of the State Authority but the exercise of such powers shall be subject to ex post-facto ratification of the State Authority.

**19. Guidelines for minimum standard of relief by State Authority.-**

The State Authority shall lay down detailed guidelines for providing standards of relief to persons affected by disaster in the State: Provided that such standards shall in no case be less than the minimum standards in the guidelines laid down by the National Authority in this regard.

**20. Constitution of State Executive Committee.-**

- (1) The State Government shall, immediately after issue of notification under sub-section (1) of section 14, constitute a State Executive Committee to assist the State Authority in the performance of its functions and to coordinate action in accordance with the guidelines laid down by the State Authority and ensure the compliance of directions issued by the State Government under this Act.
- (2) The State Executive Committee shall consist of the following members, namely:-
  - (a) the Chief Secretary to the State Government, who shall be Chairperson, ex officio;
  - (b) four Secretaries to the Government of the State of such departments as the State Government may think fit, ex officio.
- (3) The Chairperson of the State Executive Committee shall exercise such powers and perform such functions as may be prescribed by the State Government and such other powers and functions as may be delegated to him by the State Authority.
- (4) The procedure to be followed by the State Executive Committee in exercise of its powers and discharge of its functions shall be such as may be prescribed by the State Government.

**21. Constitution of sub-committees by State Executive Committee.-**

- (1) The State Executive Committee may, as and when it considers necessary, constitute one or more sub-committees, for efficient discharge of its functions.

- (2) *The State Executive Committee shall, from amongst its members, appoint the Chairperson of the sub-committee referred to in sub-section (1).*
- (3) *Any person associated as an expert with any sub-committee may be paid such allowances as may be prescribed by the State Government.*

**22. *Functions of the State Executive Committee.***

- (1) *The State Executive Committee shall have the responsibility for implementing the National Plan and State Plan and act as the coordinating and monitoring body for management of disaster in the State.*
- (2) *Without prejudice to the generality of the provisions of subsection (1), the State Executive Committee may -*
  - (a) *coordinate and monitor the implementation of the National Policy, the National Plan and the State Plan;*
  - (b) *examine the vulnerability of different parts of the State to different forms of disasters and specify measures to be taken for their prevention or mitigation;*
  - (c) *lay down guidelines for preparation of disaster management plans by the departments of the Government of the State and the District Authorities;*
  - (d) *monitor the implementation of disaster management plans prepared by the departments of the Government of the State and District Authorities;*
  - (e) *monitor the implementation of the guidelines laid down by the State Authority for integrating of measures for prevention of disasters and mitigation by the departments in their development plans and projects;*
  - (f) *evaluate preparedness at all governmental or non-government all levels to respond to any threatening disaster situation or disaster and give directions, where necessary, for enhancing such preparedness;*
  - (g) *coordinate response in the event of any threatening disaster situation or disaster;*
  - (h) *give directions to any Department of the Government of the State or any other authority or body in the State regarding actions to be taken in response to any threatening disaster situation or disaster;*
  - (i) *promote general education, awareness and community training in regard to the forms of disasters to which different parts of the State are vulnerable and the measures that may be taken by such community to prevent the disaster, mitigate and respond to such disaster;*
  - (j) *advise, assist and coordinate the activities of the Departments of the Government of the State, District Authorities, statutory bodies and other governmental and non-governmental organizations engaged in disaster management;*
  - (k) *provide necessary technical assistance or give advice to District Authorities and local authorities for carrying out their functions effectively;*
  - (l) *advise the State Government regarding all financial matters in relation to disaster management;*
  - (m) *examine the construction, in any local area in the State and, if it is of the opinion that the standards laid for such construction for the prevention of disaster is not being or has not been followed, may direct the District Authority or the local authority, as the case maybe, to take such action as may be necessary to secure compliance of such standards;*
  - (n) *provide information to the National Authority relating to different aspects of disaster management;*
  - (o) *lay down, review and update State level response plans and guidelines and ensure that the district level plans are prepared, reviewed and updated;*
  - (p) *ensure that communication systems are in order and the disaster management drills are carried out periodically;*

(q) perform such other functions as may be assigned to it by the State Authority or as it may consider necessary.

### **23. State Plan -**

- (1) There shall be a plan for disaster management for every State to be called the State Disaster Management Plan.
- (2) The State Plan shall be prepared by the State Executive Committee having regard to the guidelines laid down by the National Authority and after such consultation with local authorities, district authorities and the people's representatives as the State Executive Committee may deem fit.
- (3) The State Plan prepared by the State Executive Committee under subsection (2) shall be approved by the State Authority.
- (4) The State Plan shall include,-
  - (a) the vulnerability of different parts of the State to different forms of disasters;
  - (b) the measures to be adopted for prevention and mitigation of disasters;
  - (c) the manner in which the mitigation measures shall be integrated with the development plans and projects;
  - (d) the capacity-building and preparedness measures to be taken;
  - (e) the roles and responsibilities of each Department of the Government of the State in relation to the measures specified in clauses (b), (c) and (d) above; (f) the roles and responsibilities of different Departments of the Government of the State in responding to any threatening disaster situation or disaster.
- (5) The State Plan shall be reviewed and updated annually.
- (6) Appropriate provisions shall be made by the State Government for financing for the measures to be carried out under the State Plan.
- (7) Copies of the State Plan referred to in sub-sections (2) and (5) shall be made available to the Departments of the Government of the State and such Departments shall draw up their own plans in accordance with the State Plan.

### **24. Powers and functions of State Executive Committee in the event of threatening disaster situation.-**

For the purpose of, assisting and protecting the community affected by disaster or providing relief to such community or, preventing or combating disruption or dealing with the effects of any threatening disaster situation, the State Executive Committee may-

- (a) control and restrict, vehicular traffic to, from or within, the vulnerable or affected area;
- (b) control and restrict the entry of any person into, his movement within and departure from, a vulnerable or affected area;
- (c) remove debris, conduct search and carry out rescue operations;
- (d) provide shelter, food, drinking water, essential provisions, health care and services in accordance with the standards laid down by the National Authority and State Authority;
- (e) give direction to the concerned Department of the Government of the State, any District Authority or other authority, within the local limits of the State to take such measure or steps for rescue, evacuation or providing immediate relief saving lives or property, as may be necessary in its opinion;
- (f) require any department of the Government of the State or any other body or authority or person in charge of any relevant resources to make available the resources for the purposes of emergency response, rescue and relief;
- (g) require experts and consultants in the field of disasters to provide advice and assistance for rescue and relief;
- (h) procure exclusive or preferential use of amenities from any authority or person as and when required;
- (i) construct temporary bridges or other necessary structures and demolish unsafe structures which may be hazardous to public;

- (j) ensure that non-governmental organisations carry out their activities in an equitable and non-discriminatory manner;
- (k) disseminate information to public to deal with any threatening disaster situation or disaster;
- (l) take such steps as the Central Government or the State Government may direct in this regard or take such other steps as are required or warranted by the form of any threatening disaster situation or disaster.

### **DISTRICT DISASTER MANAGEMENT AUTHORITY**

25. Constitution of District Disaster Management Authority.-

- 1) Every State Government shall, as soon as may be after issue of notification under sub-section (1) of section 14, by notification in the Official Gazette, establish a District Disaster Management Authority for every district in the State with such name as may be specified in that notification.
- (2) The District Authority shall consist of the Chairperson and such number of other members, not exceeding seven, as may be prescribed by the State Government, and unless the rules otherwise provide, it shall consist of the following, namely:-
  - (a) the Collector or District Magistrate or Deputy Commissioner, as the case may be, of the district who shall be Chairperson, ex officio;
  - (b) the elected representative of the local authority who shall be the co-Chairperson, ex officio:  
Provided that in the Tribal Areas, as referred to in the Sixth Schedule to the Constitution, the Chief Executive Member of the district council of autonomous district, shall be the co-Chairperson, ex officio;
  - (c) the Chief Executive Officer of the District Authority, ex officio;
  - (d) the Superintendent of Police, ex officio;
  - (e) the Chief Medical Officer of the district, ex officio;
  - (f) not exceeding two other district level officers, to be appointed by the State Government.
- (3) In any district where zila parishad exists, the Chairperson there of shall be the co-Chairperson of the District Authority.
- (4) The State Government shall appoint an officer not below the rank of Additional Collector or Additional District Magistrate or Additional Deputy Commissioner, as the case may be, of the district to be the Chief Executive Officer of the District Authority to exercise such powers and perform such functions as may be prescribed by the State Government and such other powers and functions as may be delegated to him by the District Authority.

### **26. Powers of Chairperson of District Authority.-**

- (1) The Chairperson of the District Authority shall, in addition to presiding over the meetings of the District Authority, exercise and discharge such powers and functions of the District Authority as the District Authority may delegate to him.
- (2) The Chairperson of the District Authority shall, in the case of an emergency, have power to exercise all or any of the powers of the District Authority but the exercise of such powers shall be subject to ex post facto ratification of the District Authority.
- (3) The District Authority or the Chairperson of the District Authority may, by general or special order, in writing, delegate such of its or his powers and functions, under sub-section (1) or (2), as the case maybe, to the Chief Executive Officer of the District Authority, subject to such conditions and limitations, if any, as it or he deems fit.

### **27. Meetings-**

The District Authority shall meet as and when necessary and at such time and place as the Chairperson may think fit.

## **28. Constitution of advisory committees and other committees -**

- (1) The District Authority may, as and when it considers necessary, constitute one or more advisory committees and other committees for the efficient discharge of its functions.*
- (2) The District Authority shall, from amongst its members, appoint the Chairperson of the Committee referred to in sub-section (1).*
- (3) Any person associated as an expert with any committee or subcommittee constituted under sub-section (1) may be paid such allowances as may be prescribed by the State Government.*

## **29. Appointment of officers and other employees of District Authority.**

*The State Government shall provide the District Authority with such officers, consultants and other employees as it considers necessary for carrying out the functions of District Authority.*

## **30. Powers and functions of District Authority.-**

- (1) The District Authority shall act as the district planning, coordinating and implementing body for disaster management and take all measures for the purposes of disaster management in the district in accordance with the guidelines laid down by the National Authority and the State Authority.*
- (2) Without prejudice to the generality of the provisions of subsection (1), the District Authority may-*
  - (i) prepare a disaster management plan including district response plan for the district;*
  - (ii) coordinate and monitor the implementation of the National Policy, State Policy, National Plan, State Plan and District Plan;*
  - (iii) ensure that the areas in the district vulnerable to disasters are identified and measures for the prevention of disasters and the mitigation of its effects are undertaken by the departments of the Government at the district level as well as by the local authorities;*
  - (iv) 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 the local authorities in the district;*
  - (v) 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;*
  - (vi) lay down guidelines for prevention of disaster management plans by the department of the Government at the districts level and local authorities in the district;*
  - (vii) monitor the implementation of disaster management plans prepared by the Departments of the Government at the district level;*
  - (viii) 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;*
  - (ix) monitor the implementation of measures referred to in clause(viii);*
  - (x) 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 upgradation as may be necessary;*
  - (xi) 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;*

- (xii) *organize and coordinate specialized training programmes for different levels of officers, employees and voluntary rescue workers in the district;*
- (xiii) *facilitate community training and awareness programmes for prevention of disaster or mitigation with the support of local authorities, governmental and non-governmental organizations;*
- (xiv) *set up, maintain, review and upgrade the mechanism for early warnings and dissemination of proper information to public;*
- (xv) *prepare, review and update district level response plan and guidelines;*
- (xvi) *coordinate response to any threatening disaster situation or disaster;*
- (xvii) *ensure that the Departments of the Government at the district level and the local authorities prepare their response plans in accordance with the district response plan;*
- (xviii) *lay down guidelines for, or give direction to, the concerned Department of the Government at the district level or any other authorities within the local limits of the district to take measures to respond effectively to any threatening disaster situation or disaster;*
- (xix) *advise, assist and coordinate the activities of the Departments of the Government at the district level, statutory bodies and other governmental and non-governmental organisations in the district engaged in the disaster management;*
- (xx) *coordinate with, and give guidelines to, local authorities in the district to ensure that measures for the prevention or mitigation of threatening disaster situation or disaster in the district are carried out promptly and effectively;*
- (xxi) *provide necessary technical assistance or give advice to the local authorities in the district for carrying out their functions;*
- (xxii) *review development plans prepared by the Departments of the Government at the district level, statutory authorities or local authorities with a view to make necessary provisions therein for prevention of disaster or mitigation;*
- (xxiii) *examine the construction in any area in the district and, if it is of the opinion that the standards for the prevention of disaster or mitigation laid down for such construction is not being or has not been followed, may direct the concerned authority to take such action as maybe necessary to secure compliance of such standards;*
- (xxiv) *identify buildings and places which could, in the event of any threatening disaster situation or disaster, be used as relief centers or camps and make arrangements for water supply and sanitation in such buildings or places;*
- (xxv) *establish stockpiles of relief and rescue materials or ensure preparedness to make such materials available at a short notice;*
- (xxvi) *provide information to the State Authority relating to different aspects of disaster management;*
- (xxvii) *encourage the involvement of non-governmental organizations and voluntary social-welfare institutions working at the grassroots level in the district for disaster management;*
- (xxviii) *ensure communication systems are in order, and disaster management drills are carried out periodically;*
- (xxix) *perform such other functions as the State Government or State Authority may assign to it or as it deems necessary for disaster management in the District.*

**31. District Plan -**

- (1) *There shall be a plan for disaster management for every district of the State.*
- (2) *The District Plan shall be prepared by the District Authority, after consultation with the local authorities and having regard to the National Plan and the State Plan, to be approved by the State Authority.*



(3) *The District Plan shall include-*

- (a) *the areas in the district vulnerable to different forms of disasters;*
  - (b) *the measures to be taken, for prevention and mitigation of disaster, by the Departments of the Government at the district level and local authorities in the district;*
  - (c) *the capacity-building and preparedness measures required to be taken by the Departments of the Government at the district level and the local authorities in the district to respond to any threatening disaster situation or disaster;*
  - (d) *the response plans and procedures, in the event of a disaster, providing for-*
    - (i) *allocation of responsibilities to the Departments of the Government at the district level and the local authorities in the district;*
    - (ii) *prompt response to disaster and relief thereof;*
    - (iii) *procurement of essential resources;*
    - (iv) *establishment of communication links; and*
    - (v) *the dissemination of information to the public;*
  - (e) *such other matters as may be required by the State Authority.*
- (4) *The District Plan shall be reviewed and updated annually.*
- (5) *The copies of the District Plan referred to in sub-sections (2) and (4) shall be made available to the Departments of the Government in the district.*
- (6) *The District Authority shall send a copy of the District Plan to the State Authority which shall forward it to the State Government.*
- (7) *The District Authority shall, review from time to time, the implementation of the Plan and issue such instructions to different departments of the Government in the district as it may deem necessary for the implementation thereof.*

### **32. Plans by different authorities at district level and their implementation.**

*Government of India and of the State Government at the district level and the local authorities shall, subject to the supervision of the District Authority, -*

- (a) *prepare a disaster management plan setting out the following, namely :-*
  - (i) *provisions for prevention and mitigation measures as provided for in the District Plan and as is assigned to the department or agency concerned;*
  - (ii) *provisions for taking measures relating to capacity-building and preparedness as laid down in the District Plan;*
  - (iii) *the response plans and procedures, in the event of, any threatening disaster situation or disaster;*
- (b) *coordinate the preparation and the implementation of its plan with those of the other organizations at the district level including local authority, communities and other stakeholders;*
- (c) *regularly review and update the plan; and*
- (d) *submit a copy of its disaster management plan, and of any amendment thereto, to the District Authority.*

### **33. Requisition by the District Authority.-**

*The District Authority may by order require any officer or any Department at the district level or any local authority to take such measures for the prevention or mitigation of disaster, or to effectively respond to it, as may be necessary, and such officer or department shall be bound to carry out such order.*

### **34. Powers and functions of District Authority in the event of any threatening disaster situation or disaster.-**

*For the purpose of assisting, protecting or providing relief to the community, in response to any threatening disaster situation or disaster, the District Authority may-*

- (a) give directions for the release and use of resources available with any Department of the Government and the local authority in the district;
- (b) control and restrict vehicular traffic to, from and within, the vulnerable or affected area;
- (c) control and restrict the entry of any person into, his movement within and departure from, a vulnerable or affected area;
- (d) remove debris, conduct search and carry out rescue operations;
- (e) provide shelter, food, drinking water and essential provisions, healthcare and services;
- (f) establish emergency communication systems in the affected area;
- (g) make arrangements for the disposal of the unclaimed dead bodies;
- (h) recommend to any Department of the Government of the State or any authority or body under that Government at the district level to take such measures as are necessary in its opinion;
- (i) require experts and consultants in the relevant fields to advise and assist as it may deem necessary;
- (j) procure exclusive or preferential use of amenities from any authority or person;
- (k) construct temporary bridges or other necessary structures and demolish structures which may be hazardous to public or aggravate the effects of the disaster;
- (l) ensure that the non-governmental organizations carry out their activities in an equitable and non-discriminatory manner;
- (m) take such other steps as may be required or warranted to be taken in such a situation.

## **MEASURES BY THE GOVERNMENT FOR DISASTER MANAGEMENT**

### **35. Central Government to take measures.-**

- (1) Subject to the provisions of this Act, the Central Government shall take all such measures as it deems necessary or expedient for the purpose of disaster management.
- (2) In particular and without prejudice to the generality of the provisions of sub-section (1), the measures which the Central Government may take under that sub-section include measures with respect to all or any of the following matters, namely:-
  - (a) coordination of actions of the Ministries or Departments of the Government of India, State Governments, National Authority, State Authorities, governmental and non-governmental organizations in relation to disaster management;
  - (b) ensure the integration of measures for prevention of disasters and mitigation by Ministries or Departments of the Government of India into their development plans and projects;
  - (c) ensure appropriate allocation of funds for prevention of disaster, mitigation, capacity-building and preparedness by the Ministries or Departments of the Government of India;
  - (d) ensure that the Ministries or Departments of the Government of India take necessary measures for preparedness to promptly and effectively respond to any threatening disaster situation or disaster;
  - (e) cooperation and assistance to State Governments, as requested by them or otherwise deemed appropriate by it;
  - (f) deployment of naval, military and air forces, other armed forces of the Union or any other civilian personnel as may be required for the purposes of this Act; (g) coordination with the United Nations agencies, international organisations and governments of foreign countries for the purposes of this Act;
  - (h) establish institutions for research, training, and developmental programmes in the field of disaster management;
  - (i) such other matters as it deems necessary or expedient for the purpose of securing effective implementation of the provisions of this Act.
- (3) The Central Government may extend such support to other countries affected by major disaster as it may deem appropriate.

### **36. Responsibilities of Ministries or Departments of Government of India.-**

*It shall be the responsibility of every Ministry or Department of the Government of India to -*

- (a) take measures necessary for prevention of disasters, mitigation, preparedness and capacity-building in accordance with the guidelines laid down by the National Authority;*
- (b) integrate into its development plans and projects, the measures for prevention or mitigation of disasters in accordance with the guidelines laid down by the National Authority;*
- (c) respond effectively and promptly to any threatening disaster situation or disaster in accordance with the guidelines of the National Authority or the directions of the National Executive Committee in this behalf;*
- (d) review the enactments administered by it, its policies, rules and regulations, with a view to incorporate therein the provisions necessary for prevention of disasters, mitigation or preparedness;*
- (e) allocate funds for measures for prevention of disaster, mitigation, capacity-building and preparedness;*
- (f) provide assistance to the National Authority and State Governments for-*
  - (i) drawing up mitigation, preparedness and response plans, capacity-building, data collection and identification and training of personnel in relation to disaster management;*
  - (ii) carrying out rescue and relief operations in the affected area;*
  - (iii) assessing the damage from any disaster;*
  - (iv) carrying out rehabilitation and reconstruction;*
- (g) make available its resources to the National Executive Committee or a State Executive Committee for the purposes of responding promptly and effectively to any threatening disaster situation or disaster, including measures for-*
  - (i) providing emergency communication in a vulnerable or affected area;*
  - (ii) transporting personnel and relief goods to and from the affected area;*
  - (iii) providing evacuation, rescue, temporary shelter or other immediate relief;*
  - (iv) setting up temporary bridges, jetties and landing places;*
  - (v) providing, drinking water, essential provisions, healthcare, and services in an affected area;*
- (h) take such other actions as it may consider necessary for disaster management.*

### **37. Disaster management plans of Ministries or Departments of Government of India.-**

*(1) Every Ministry or Department of the Government of India shall-*

- (a) prepare a disaster management plan specifying the following particulars, namely:-*
  - (i) the measures to be taken by it for prevention and mitigation of disasters in accordance with the National Plan;*
  - (ii) the specifications regarding integration of mitigation measures in its development plans in accordance with the guidelines of the National Authority and the National Executive Committee;*
  - (iii) its roles and responsibilities in relation to preparedness and capacity-building to deal with any threatening disaster situation or disaster;*
  - (iv) its roles and responsibilities in regard to promptly and effectively responding to any threatening disaster situation or disaster;*
  - (v) the present status of its preparedness to perform the roles and responsibilities specified in sub-clauses (iii) and (iv);*
  - (vi) the measures required to be taken in order to enable it to perform its responsibilities specified in sub-clauses (iii) and (iv); (b) review and update annually the plan referred to in clause (a); (c) forward a copy of the plan*

referred to in clause (a) or clause (b), as the case may be, to the Central Government which Government shall forward a copy thereof to the National Authority for its approval.

(2) Every Ministry or Department of the Government of India shall-

(a) make, while preparing disaster management plan under clause (a) of sub-section (1), provisions for financing the activities specified therein;

(b) furnish a status report regarding the implementation of the plan referred to in clause (a) of sub-section (1) to the National Authority, as and when required by it.

### **38. State Government to take measures.-**

(1) Subject to the provisions of this Act, each State Government shall take all measures specified in the guidelines laid down by the National Authority and such further measures as it deems necessary or expedient, for the purpose of disaster management.

(2) The measures which the State Government may take under sub-section (1) include measures with respect to all or any of the following matters, namely:-

(a) coordination of actions of different departments of the Government of the State, the State Authority, District Authorities, local authority and other non-governmental organizations;

(b) cooperation and assistance in the disaster management to the National Authority and National Executive Committee, the State Authority and the State Executive Committee, and the District Authorities;

(c) cooperation with, and assistance to, the Ministries or Departments of the Government of India in disaster management, as requested by them or otherwise deemed appropriate by it;

(d) allocation of funds for measures for prevention of disaster, mitigation, capacity-building and preparedness by the departments of the Government of the State in accordance with the provisions of the State Plan and the District Plans;

(e) ensure that the integration of measures for prevention of disaster or mitigation by the departments of the Government of the State in their development plans and projects;

(f) integrate in the State development plan, measures to reduce or mitigate the vulnerability of different parts of the State to different disasters;

(g) ensure the preparation of disaster management plans by different departments of the State in accordance with the guidelines laid down by the National Authority and the State Authority;

(h) establishment of adequate warning systems up to the level of vulnerable communities;

(i) ensure that different departments of the Government of the State and the District Authorities take appropriate preparedness measures;

(j) ensure that in a threatening disaster situation or disaster, the sources of different departments of the Government of the State are made available to the National Executive Committee or the State Executive Committee or the District Authorities, as the case may be, for the purposes of effective response, rescue and relief in any threatening disaster situation or disaster;

(k) provide rehabilitation and reconstruction assistance to the victims of any disaster; and

(l) such other matters as it deems necessary or expedient for the purpose of securing effective implementation of provisions of this Act.

### **39. Responsibilities of departments of the State Government.-**

*It shall be the responsibility of every department of the Government of a State to -*

- (a) take measures necessary for prevention of disasters, mitigation, preparedness and capacity-building in accordance with the guidelines laid down by the National Authority and the State Authority;*
- (b) integrate into its development plans and projects, the measures for prevention of disaster and mitigation;*
- (c) allocate funds for prevention of disaster, mitigation, capacity-building and preparedness;*
- (d) respond effectively and promptly to any threatening disaster situation or disaster in accordance with the State Plan, and in accordance with the guidelines or directions of the National Executive Committee and the State Executive Committee;*
- (e) review the enactments administered by it, its policies, rules and regulations with a view to incorporate therein the provisions necessary for prevention of disasters, mitigation or preparedness;*
- (f) provide assistance, as required, by the National Executive Committee, the State Executive Committee and District Authorities, for-*
  - (i) drawing up mitigation, preparedness and response plans, capacity-building, data collection and identification and training of personnel in relation to disaster management;*
  - (ii) assessing the damage from any disaster;*
  - (iii) carrying out rehabilitation and reconstruction;*
- (g) make provision for resources in consultation with the State Authority for the implementation of the District Plan by its authorities at the district level;*
- (h) make available its resources to the National Executive Committee or the State Executive Committee or the District Authorities for the purposes of responding promptly and effectively to any disaster in the State, including measures for-*
  - (i) providing emergency communication with a vulnerable or affected area;*
  - (ii) transporting personnel and relief goods to and from the affected area;*
  - (iii) providing evacuation, rescue, temporary shelter or other immediate relief;*
  - (iv) carrying out evacuation of persons or live-stock from an area of any threatening disaster situation or disaster;*
  - (v) setting up temporary bridges, jetties and landing places;*
  - (vi) providing drinking water, essential provisions, healthcare and services in an affected area;*
  - (v) such other actions as may be necessary for disaster management.*

### **40. Disaster management plan of departments of State.-**

*(1) Every department of the State Government, in conformity with the guidelines laid down by the State Authority, shall-*

- (a) prepare a disaster management plan which shall lay down the following :-*
  - (i) the types of disasters to which different parts of the State are vulnerable;*
  - (ii) integration of strategies for the prevention of disaster or the mitigation of its effects or both with the development plans and programmes by the department;*
  - (iii) the roles and responsibilities of the department of the State in the event of any threatening disaster situation or disaster and emergency support function it is required to perform;*
  - (iv) present status of its preparedness to perform such roles or responsibilities or emergency support function under sub-clause (iii);*
  - (v) the capacity-building and preparedness measures proposed to be put into effect in order to enable the Ministries or Departments of the Government of India to*

*discharge their responsibilities under section 37; (b) annually review and update the plan referred to in clause (a); and (c) furnish a copy of the plan referred to in clause (a) or clause (b), as the case may be, to the State Authority.*

- (2) Every department of the State Government, while preparing the plan under sub-section (1), shall make provisions for financing the activities specified therein.*
- (3) Every department of the State Government shall furnish an implementation status report to the State Executive Committee regarding the implementation of the disaster management plan referred to in subsection (1).*

#### **LOCAL AUTHORITIES**

##### **41. Functions of the local authority.-**

- (1) Subject to the directions of the District Authority, a local authority shall-*
  - (a) ensure that its officers and employees are trained for disaster management;*
  - (b) ensure that resources relating to disaster management are so maintained as to be readily available for use in the event of any threatening disaster situation or disaster;*
  - (c) ensure all construction projects under it or within its jurisdiction conform to the standards and specifications laid down for prevention of disasters and mitigation by the National Authority, State Authority and the District Authority;*
  - (d) carry out relief, rehabilitation and reconstruction activities in the affected area in accordance with the State Plan and the District Plan.*
- (2) The local authority may take such other measures as may be necessary for the disaster management.*

#### **NATIONAL INSTITUTE OF DISASTER MANAGEMENT**

##### **42. National Institute of Disaster Management.-**

- (1) With effect from such date as the Central Government may, by notification in the Official Gazette appoint in this behalf, there shall be constituted an institute to be called the National Institute of Disaster Management.*
- (2) The National Institute of Disaster Management shall consist of such number of members as may be prescribed by the Central Government.*
- (3) The term of office of, and vacancies among, members of the National Institute of Disaster Management and manner of filling such vacancies shall be such as may be prescribed.*
- (4) There shall be a governing body of the National Institute of Disaster Management which shall be constituted by the Central Government from amongst the members of the National Institute of Disaster Management in such manner as may be prescribed.*
- (5) The governing body of the National Institute of Disaster Management shall exercise such powers and discharge such functions as may be prescribed by regulations.*
- (6) The procedure to be followed in exercise of its powers and discharge of its functions by the governing body, and the term of office of, and the manner of filling vacancies among the members of the governing body, shall be such as may be prescribed by regulations.*
- (7) Until the regulations are made under this section, the Central Government may make such regulations; and any regulation so made may be altered or rescinded by the National Institute of Disaster Management in exercise of its powers.*
- (8) Subject to the provisions of this Act, the National Institute of Disaster Management shall function within the broad policies and guidelines laid down by the National Authority and be responsible for planning and promoting training and research in the area of disaster management, documentation and development of national level information base relating to disaster management policies, prevention mechanisms and mitigation measures.*
- (9) Without prejudice to the generality of the provisions contained in sub-section (8), the National Institute, for the discharge of its functions, may –*

- (a) *develop training modules, undertake research and documentation in disaster management and organise training programmes;*
- (b) *formulate and implement a comprehensive human resource development plan covering all aspects of disaster management;*
- (c) *provide assistance in national level policy formulation;*
- (d) *provide required assistance to the training and research institutes for development of training and research programmes for stakeholders including Government functionaries and undertake training of faculty members of the State level training institutes;*
- (e) *provide assistance to the State Governments and State training institutes in the formulation of State level policies, strategies, disaster management framework and any other assistance as may be required by the State Governments or State training institutes for capacity-building of stakeholders, Government including its functionaries, civil society members, corporate sector and people's elected representatives;*
- (f) *develop educational materials for disaster management including academic and professional courses;*
- (g) *promote awareness among stakeholders including college or schoolteachers and students, technical personnel and others associated with multi-hazard mitigation, preparedness and response measures;*
- (h) *undertake, organise and facilitate study courses, conferences, lectures, seminars within and outside the country to promote the aforesaid objects;*
- (i) *undertake and provide for publication of journals, research papers and books and establish and maintain libraries in furtherance of the aforesaid objects;*
- (j) *do all such other lawful things as are conducive or incidental to the attainment of the above objects; and*
- (k) *undertake any other function as may be assigned to it by the Central Government.*

#### **43. Officers and other employees of the National Institute. –**

*The Central Government shall provide the National Institute of Disaster Management with such officers, consultants and other employees, as it considers necessary, for carrying out its functions.*

#### **NATIONAL DISASTER RESPONSE FORCE**

#### **44. National Disaster Response Force.-**

- (1) *There shall be constituted a National Disaster Response Force for the purpose of specialist response to a threatening disaster situation or disaster.*
- (2) *Subject to the provisions of this Act, the Force shall be constituted in such manner and, the conditions of service of the members of the Force, including disciplinary provisions therefore, be such as may be prescribed.*

#### **45. Control, Direction, etc.:**

*The general superintendence, direction and control of the Force shall be vested and exercised by the National Authority and the command and supervision of the Force shall vest in an officer to be appointed by the Central Government as the Director General of the National Disaster Response Force.*

#### **FINANCE, ACCOUNTS AND AUDIT**

#### **46. National Disaster Response Fund.-**

- (1) *The Central Government may, by notification in the Official Gazette, constitute a fund to be*

*called the National Disaster Response Fund for meeting any threatening disaster situation or disaster and there shall be credited thereto-*

*(a) an amount which the Central Government may, after due appropriation made by Parliament by law in this behalf provide;*

*(b) any grants that may be made by any person or institution for the purpose of disaster management.*

*(2) The National Disaster Response Fund shall be made available to the National Executive Committee to be applied towards meeting the expenses for emergency response, relief and rehabilitation in accordance with the guidelines laid down by the Central Government in consultation with the National Authority.*

#### **47. National Disaster Mitigation Fund.-**

*(1) The Central Government may, by notification in the Official Gazette, constitute a Fund to be called the National Disaster Mitigation Fund for projects exclusively for the purpose of mitigation and there shall be credited thereto such amount which the Central Government may, after due appropriation made by Parliament by law in this behalf, provide.*

*(2) The National Disaster Mitigation Fund shall be applied by the National Authority.*

#### **48. Establishment of funds by State Government.-**

*(1) 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 State Disaster Response Fund;*

*(b) the fund to be called the District Disaster Response Fund;*

*(c) the fund to be called the State Disaster Mitigation Fund;*

*(d) the fund to be called the District Disaster Mitigation Fund.*

*(2) The State Government shall ensure that the funds established -*

*(i) under clause (a) of sub-section (1) is available to the State Executive Committee;*

*(ii) under sub-clause (c) of sub-section (1) is available to the State Authority;*

*(iii) under clauses (b) and (d) of sub-section (1) are available to the District Authority.*

#### **49. Allocation of funds by Ministries and Departments. -**

*(1) Every Ministry or Department of the Government of India shall make provisions, in its annual budget, for funds for the purposes of carrying out the activities and programmes set out in its disaster management plan.*

*(2) The provisions of sub-section (1) shall, mutatis mutandis, apply to departments of the Government of the State.*

#### **50. Emergency procurement and accounting.-**

*Where by reason of any threatening disaster situation or disaster, the National Authority or the State 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.*



## **OFFENCES AND PENALTIES**

### **51. Punishment for obstruction, etc.-**

*Whoever, without reasonable cause-*

- (a) obstructs any officer or employee of the Central Government or the State Government, or a person authorized by the National Authority or State Authority or District Authority in the discharge of his functions under this Act; or*
- (b) refuses to comply with any direction given by or on behalf of the Central Government or the State Government or the National Executive Committee or the State Executive Committee or the District Authority under this Act, shall on conviction be punishable with imprisonment for a term which may extend to one year or with fine, or with both, and if such obstruction or refusal to comply with directions results in loss of lives or imminent danger thereof, shall on conviction be punishable with imprisonment for a term which may extend to two years.*

### **52. Punishment for false claim.**

*Whoever knowingly makes a claim which he knows or has reason to believe to be false for obtaining any relief, assistance, repair, reconstruction or other benefits consequent to disaster from any officer of the Central Government, the State Government, the National Authority, the State Authority or the District Authority, shall, on conviction be punishable with imprisonment for a term which may extend to two years, and also with fine.*

### **53. Punishment for misappropriation of money or materials, etc.**

*Whoever, being entrusted with any money or materials, or otherwise being, in custody of, or dominion over, any money or goods, meant for providing relief in any threatening disaster situation or disaster, misappropriates or appropriates for his own use or disposes of such money or materials or any part thereof or willfully compels any other person so to do, shall on conviction be punishable with imprisonment for a term which may extend to two years, and also with fine.*

### **54. Punishment for false warning.-**

*Whoever makes or circulates a false alarm or warning as to disaster or its severity or magnitude, leading to panic, shall on conviction, be punishable with imprisonment which may extend to one year or with fine.*

### **55. Offences by Departments of the Government.-**

- (1) Where an offence under this Act has been committed by any Department of the Government, the head of the Department shall be deemed to be guilty of the offence and shall be liable to be proceeded against and punished accordingly unless he proves that the offence was committed without his knowledge or that he exercised all due diligence to prevent the commission of such offence.*
- (2) Notwithstanding anything contained in sub-section (1), where an offence under this Act has been committed by a Department of the Government and it is proved that the offence has been committed with the consent or connivance of, or is attributable to any neglect on the part of, any officer, other than the head of the Department, such officer shall be deemed to be guilty of that offence and shall be liable to be proceeded against and punished accordingly.*

### **56. Failure of officer in duty or his connivance at the contravention of the provisions of this Act.-**

*Any officer, on whom any duty has been imposed by or under this Act and who ceases or refuses to perform or withdraws himself from the duties of his office shall, unless he has obtained*

*the express written permission of his official superior or has other lawful excuse for so doing, be punishable with imprisonment for a term which may extend to one year or with fine.*

**57. Penalty for contravention of any order regarding requisitioning. -**

*If any person contravenes any order made under section 65, he shall be punishable with imprisonment for a term which may extend to one year or with fine or with both.*

**58. Offence by companies.-**

*(1) Where an offence under this Act has been committed by a company or body corporate, every person who at the time the offence was committed, was in charge of, and was responsible to, the company, for the conduct of the business of the company, as well as the company, shall be deemed to be guilty of the contravention and shall be liable to be proceeded against and punished accordingly:*

*Provided that nothing in this sub-section shall render any such person liable to any punishment provided in this Act, if he proves that the offence was committed without his knowledge or that he exercised due diligence to prevent the commission of such offence.*

*(2) Notwithstanding anything contained in sub-section (1), where an offence under this Act has been committed by a company, and it is proved that the offence was committed with the consent or connivance of or is attributable to any neglect on the part of any director, manager, secretary or other officer of the company, such director, manager, secretary or other officer shall also, be deemed to be guilty of that offence and shall be liable to be proceeded against and punished accordingly.*

*Explanation. - For the purpose of this section -*

*(a) "company" means anybody corporate and includes a firm or other association of individuals; and*

*(b) "director", in relation to a firm, means a partner in the firm.*

**59. Previous sanction for prosecution.-**

*No prosecution for offences punishable under sections 55 and 56 shall be instituted except with the previous sanction of the Central Government or the State Government, as the case may be, or of any officer authorized in this behalf, by general or special order, by such Government.*

**60. Cognizance of offences.-**

*No court shall take cognizance of an offence under this Act except on a complaint made by-*

*(a) the National Authority, the State Authority, the Central Government, the State Government, the District Authority or any other authority or officer authorized in this behalf by that Authority or Government, as the case may be; or*

*(b) any person who has given notice of not less than thirty days in the manner prescribed, of the alleged offence and his intention to make a complaint to the National Authority, the State Authority, the Central Government, the State Government, the District Authority or any other authority or officer authorized as aforesaid."*

**MISCELLANEOUS**

**61. Prohibition against discrimination.-**

*While providing compensation and relief to the victims of disaster, there shall be no discrimination on the ground of sex, caste, community, descent or religion.*

**62. Power to issue direction by Central Government:-**

*Notwithstanding anything contained in any other law for the time being in force, it shall be lawful for the Central Government to issue direction in writing to the Ministries or Departments of the Government of India, or the National Executive Committee or the State*

Government, State Authority, State Executive Committee, statutory bodies or any of its officers or employees, as the case may be, to facilitate or assist in the disaster management and such Ministry or Department or Government or Authority, Executive Committee, statutory body, officer or employee shall be bound to comply with such direction.

**63. Powers to be made available for rescue operations.-**

Any officer or authority of the Union or a State, when requested by the National Executive Committee, any State Executive Committee or District Authority or any person authorised by such Committee or Authority in this behalf, shall make available to that Committee or authority or person, such officers and employees as requested for, to perform any of the functions in connection with the prevention of disaster or mitigation or rescue or relief work.

64. Making or amending rules, etc., in certain circumstances. Subject to the provisions of this Act, if it appears to the National Executive Committee, State Executive Committee or the District Authority, as the case may be, that provisions of any rule, regulation, notification, guideline, instruction, order, scheme or bye-laws, as the case may be, are required to be made or amended for the purposes of prevention of disasters or the mitigation thereof, it may require the amendment of such rules, regulation, notification, guidelines, instruction, order, scheme or bye-laws, as the case may be, for that purpose, and the appropriate department or authority shall take necessary action to comply with the requirements.

**65. Power of requisition of resources, provisions, vehicles, etc., for rescue operations, etc.-**

(1) If it appears to the National Executive Committee, State Executive Committee or District Authority or any officer as may be authorized by it in this behalf that-

- (a) any resources with any authority or person are needed for the purpose of prompt response;
- (b) any premises are needed or likely to be needed for the purpose of rescue operations; or
- (c) any vehicle is needed or is likely to be needed for the purposes of transport of resources from disaster affected areas or transport of resources to the affected area or transport in connection with rescue, rehabilitation or reconstruction, such authority may, by order in writing, requisition such resources or premises or such vehicle, as the case may be, and may make such further orders as may appear to it to be necessary or expedient in connection with the requisitioning.

(2) Whenever any resource, premises or vehicle is requisitioned under sub-section (1), the period of such requisition shall not extend beyond the period for which such resource, premises or vehicle is required for any of the purposes mentioned in that sub-section. (3) In this section,- (a) "resources" includes men and material resources; (b) "services" includes facilities; (c) "premises" means any land, building or part of a building and includes a hut, shed or other structure or any part thereof; (d) "vehicle" means any vehicle used or capable of being used for the purpose of transport, whether propelled by mechanical power or otherwise.

**66. Payment of compensation.-**

(1) Whenever any Committee, Authority or officer referred to in sub-section (1) of section 65, in pursuance of that section requisitions any premises, there shall be paid to the persons interested compensation the amount of which shall be determined by taking into consideration the following, namely:-

- (i) the rent payable in respect of the premises, or if no rent is so payable, the rent payable for similar premises in the locality;

(ii) if as consequence of the requisition of the premises the person interested is compelled to change his residence or place of business, the reasonable expenses (if any) incidental to such change:

*Provided that where any person interested being aggrieved by the amount of compensation so determined makes an application within the thirty days to the Central Government or the State Government, as the case maybe, for referring the matter to an arbitrator, the amount of compensation to be paid shall be such as the arbitrator appointed in this behalf by the Central Government or the State Government, as the case may be, may determine:*

*Provided further that where there is any dispute as to the title to receive the compensation or as to the apportionment of the amount of compensation, it shall be referred by the Central Government or the State Government, as the case may be, to an arbitrator appointed in this behalf by the Central Government or the State Government, as the case may be, for determination, and shall be determined in accordance with the decision of such arbitrator.*

*Explanation.-In this sub-section, the expression "person interested" means the person who was in actual possession of the premises requisitioned under section 65 immediately before the requisition, or where no person was in such actual possession, the owner of such premises.*

(2) Whenever any Committee, Authority or officer, referred to in subsection (1) of section 65 in pursuance of that section requisitions any vehicle, there shall be paid to the owner thereof compensation the amount of which shall be determined by the Central Government or the State Government, as the case may be, on the basis of the fares or rates prevailing in the locality for the hire of such vehicle:

*Provided that where the owner of such vehicle being aggrieved by the amount of compensation so determined makes an application within the prescribed time to the Central Government or the State Government, as the case may be, for referring the matter to an arbitrator, the amount of compensation to be paid shall be such as the arbitrator appointed in*

(3) The State Authority shall prepare once in every year, in such form and at such time as may be prescribed, an annual report giving a true and full account of its activities during the previous year and copies thereof shall be forwarded to the State Government and that Government shall cause the same to be laid before each House of the State Legislature where it consists of two Houses, or where such Legislature consists of one House, before that House.

### **71. Bar of jurisdiction of court.-**

No court (except the Supreme Court or a High Court) shall have jurisdiction to entertain any suit or proceeding in respect of anything done, action taken, orders made, direction, instruction or guidelines issued by the Central Government, National Authority, State Government, State Authority or District Authority in pursuance of any power conferred by, or in relation to its functions, by this Act.

### **72. Act to have overriding effect.-**

The provisions of this Act, shall have effect, notwithstanding anything inconsistent therewith contained in any other law for the time being in force or in any instrument having effect by virtue of any law other than this Act.

### **73. Action taken in good faith.-**

No suit or prosecution or other proceeding shall lie in any court against the Central Government or the National Authority or the State Government or the State Authority or the District Authority or local authority or any officer or employee of the Central Government or the

National Authority or the State Government or the State Authority or the District Authority or local authority or any person working for on behalf of such Government or

authority in respect of any work done or purported to have been done or intended to be done in good faith by such authority or Government or such officer or employee or such person under the provisions of this Act or the rules or regulations made there under.

**74. Immunity from legal process.-**

Officers and employees of the Central Government, National Authority, National Executive Committee, State Government, State Authority, State Executive Committee or District Authority shall be immune from legal process in regard to any warning in respect of any impending disaster communicated or disseminated by them in their official capacity or any action taken or direction issued by them in pursuance of such communication or dissemination.

**75. Power of Central Government to make rules.-**

- (1) The Central Government may, by notification in the Official Gazette, make rules for carrying out the purposes of this Act.
- (2) In particular, and without prejudice to the generality of the foregoing power, such rules may provide for all or any of the following matters, namely:-
  - (a) the composition and number of the members of the National Authority under sub-section (2), and the term of office and conditions of service of members of the National Authority under sub-section (4), of section 3;
  - (b) the allowances to be paid to the members of the advisory committee under sub-section (2) of section 7;
  - (c) the powers and functions of the Chairperson of the National Executive Committee under sub-section (3) of section 8 and the procedure to be followed by the National Executive Committee in exercise of its powers and discharge of its functions under sub-section (4) of section 8;
  - (d) allowances to be paid to the persons associated with the subcommittee constituted by the National Executive Committee under subsection (3) of section 9;
  - (e) the number of members of the National Institute of Disaster Management under sub-section (2), the term of the office and vacancies among members and the manner of filling such vacancies under subsection (3) and the manner of constituting the Governing Body of the National Institute of Disaster Management under sub-section (4) of section 42;
  - (f) the manner of constitution of the Force, the conditions of service of the members of the Force, including disciplinary provisions under sub-section (2) of section 44; (g) the manner in which notice of the offence and of the intention to make a complaint to the National Authority, the State Authority, the Central Government, the State Government or the other authority or officer under clause (b) of section 60;
  - (h) the form in which and the time within which annual report is to be prepared under section 70;
  - (i) any other matter which is to be, or may be, prescribed, or in respect of which provision is to be made by rules.

**76. Power to make regulations.-**

- (1) The National Institute of Disaster Management, with the previous approval of the Central Government may, by notification in the Official Gazette, make regulations consistent with this Act and the rules made there under to carry out the purposes of this Act.
- (2) In particular, and without prejudice to the generality of the foregoing power, such regulations may provide for all or any of the following matters, namely:-
  - (a) powers and functions to be exercised and discharged by the governing body;
  - (b) procedure to be followed by the governing body in exercise of the powers and discharge of its functions;
  - (c) any other matter for which under this Act provision may be made by the regulations.

### **77. Rules and regulations to be laid before Parliament.-**

*Every rule made by the Central Government and every regulation made by the National*

*Institute of Disaster Management under this Act shall be laid, as soon as may be after it is made,*

*before each House of Parliament, while it is in session, for a total period of thirty days which may be comprised of one session or in two or more successive sessions, and if, before the expiry of the session immediately following the session or the successive sessions aforesaid, both Houses agree in making any modification in the rule or regulation or both Houses agree that the rule or regulation should not be made, the rule or regulation shall thereafter have effect only in such modified form or be of no effect, as the case may be; so, however, that any such modification or annulment shall be without prejudice to the validity of anything previously done under that rule or regulation.*

### **78. Power of State Government to make rules.-**

*(1) The State Government may, by notification in the Official Gazette, make rules to carry out the provisions of this Act.*

*(2) In particular, and without prejudice to the generality of the foregoing power, such rules may provide for all or any of the following matters, namely:-*

*(a) the composition and number of the members of the State Authority under sub-section (2), and the term of office and conditions of service of the members of the State Authority under sub-section (5), of section 14;*

*(b) the allowances to be paid to the members of the advisory committee under sub-section (2) of section 17;*

*(c) the powers and functions of the Chairperson of the State Executive Committee under sub-section (3), and the procedure to be followed by the State Executive Committee in exercise of its powers and discharge of its functions under sub-section (4) of section 20;*

*(d) allowances to be paid to the persons associated with the subcommittee constituted by the State Executive Committee under subsection (3) of section 21;*

*(e) the composition and the number of members of the District Authority under sub-section (2), and the powers and functions to be exercised and discharged by the Chief Executive Officer of the District Authority under sub-section (3) of section 25;*

*(f) allowances payable to the persons associated with any committee constituted by the District Authority as experts under sub-section (3) of section 28;*

*(g) any other matter which is to be, or may be, prescribed, or in respect of which provision is to be made by rules.*

*(3) Every rule made by the State Government under this Act shall be laid, as soon as may be after it is made, before each House of the State Legislature where it consists of two Houses, or where such Legislature consists of one House before that House.*

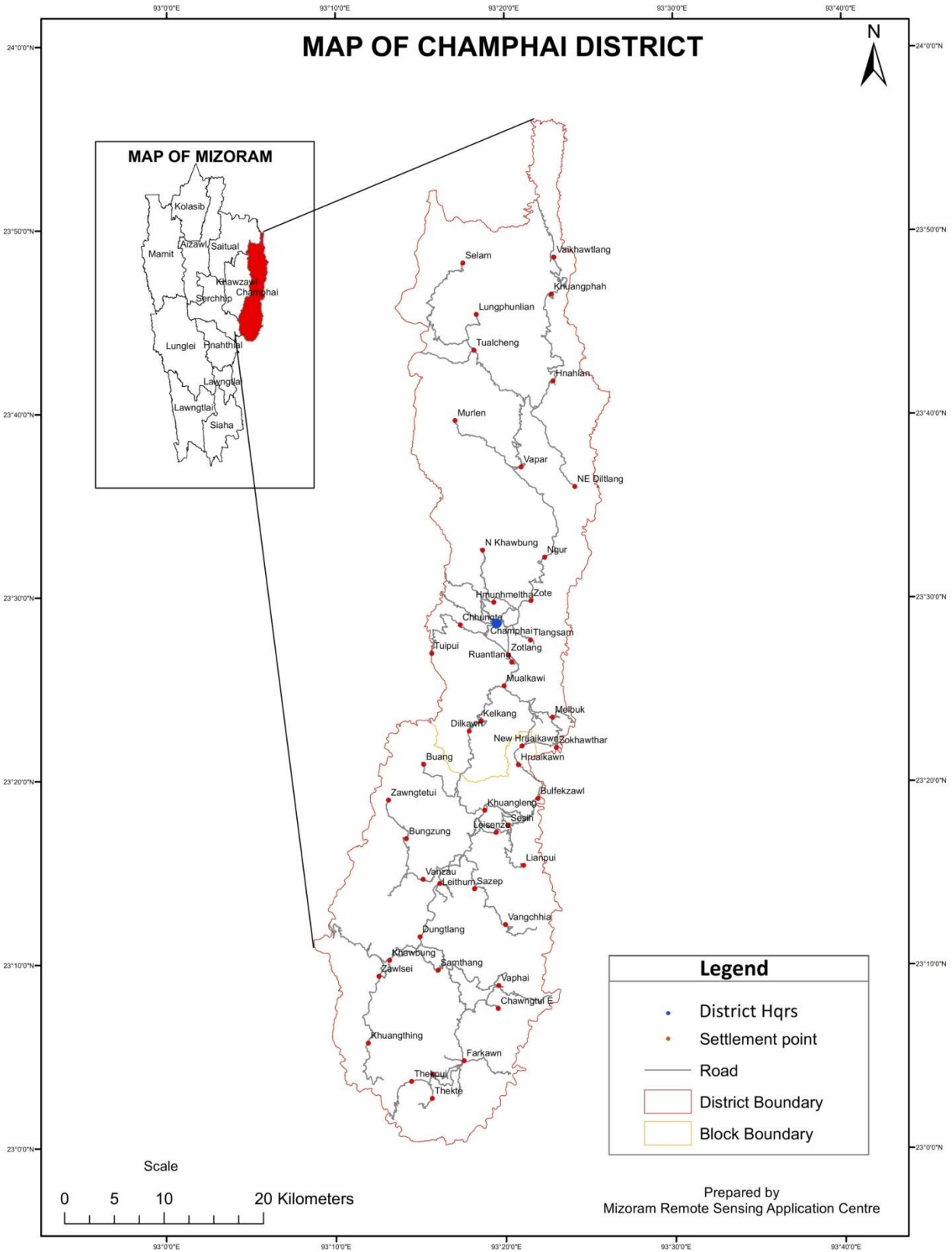
### **79. Power to remove difficulties.-**

*(1) If any difficulty arises in giving effect to the provisions of this Act, the Central Government or the State Government, as the case may be, by notification in the Official Gazette, make order not inconsistent with the provisions of this Act as may appear to it to be necessary or expedient for the removal of the difficulty:*

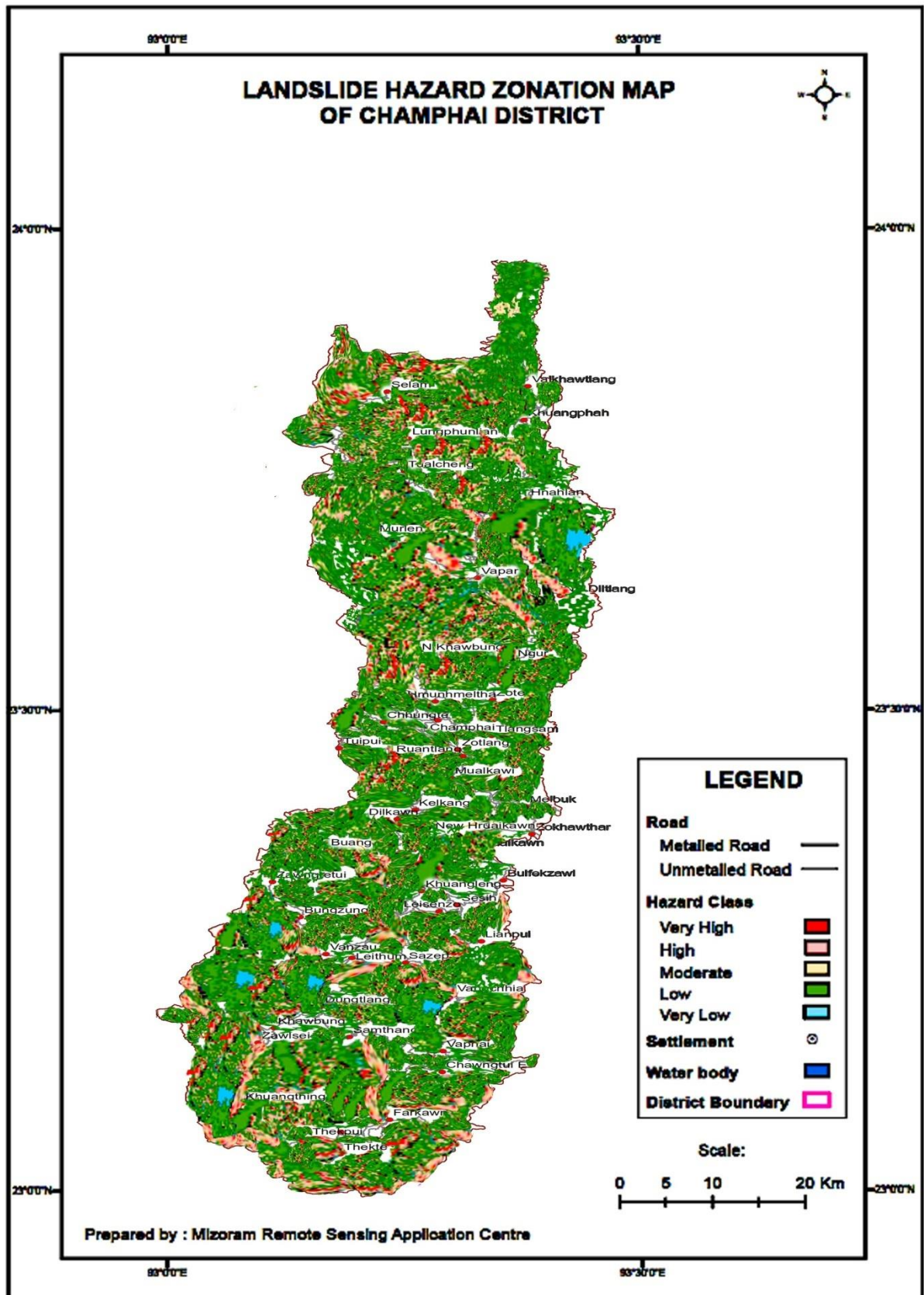
*Provided that no such order shall be made after the expiration of two years from the commencement of this Act.*

*(2) Every order made under this section shall be laid, as soon as may be after it is made, before each House of Parliament or the Legislature, as the case may be.*

# MAP OF CHAMPHAI DISTRICT

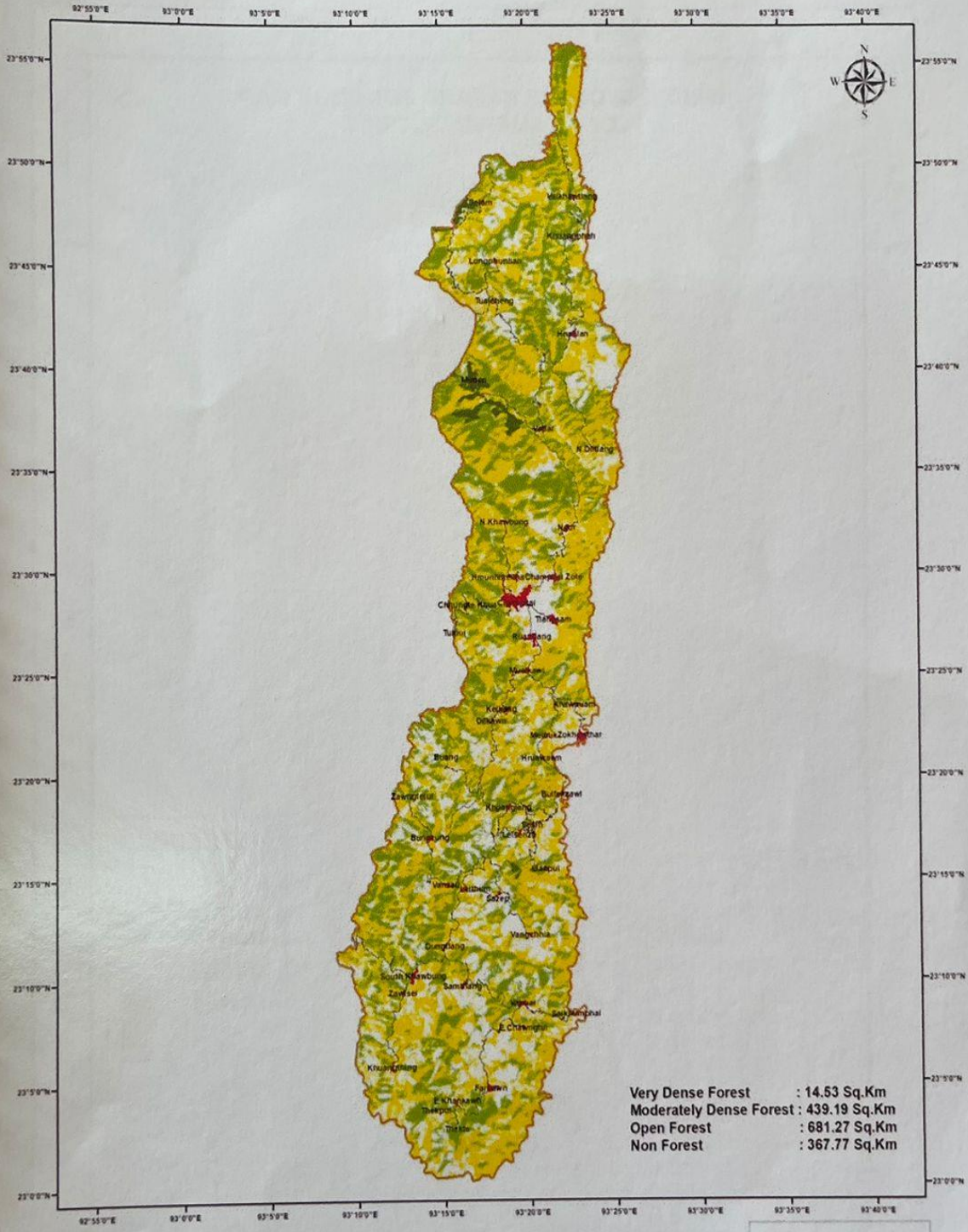








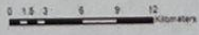
# 2019 FSI FOREST COVER MAP OF CHAMPHAI DISTRICT



Very Dense Forest : 14.53 Sq.Km  
 Moderately Dense Forest : 439.19 Sq.Km  
 Open Forest : 681.27 Sq.Km  
 Non Forest : 367.77 Sq.Km

**Legend**

- Champhai District Boundary
- Very Dense Forest
- Moderately Dense Forest
- Open Forest
- Non Forest
- Settlement
- Roads



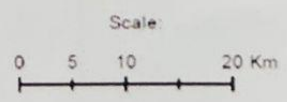
Prepared by:  
 GIS Cell, EP & CC Dept, Moaram

# WIND & CYCLONE HAZARD ZONATION MAP OF CHAMPHAI DISTRICT



**LEGEND**

<b>Road</b>	
Metalled Road	—
Unmetalled Road	—
<b>Hazard Class</b>	
Very High	<span style="display: inline-block; width: 15px; height: 15px; background-color: red; border: 1px solid black;"></span>
High	<span style="display: inline-block; width: 15px; height: 15px; background-color: orange; border: 1px solid black;"></span>
Moderate	<span style="display: inline-block; width: 15px; height: 15px; background-color: yellow; border: 1px solid black;"></span>
Settlement	⊙
District Boundary	<span style="display: inline-block; width: 15px; height: 15px; border: 2px solid pink;"></span>



Prepared by : Mizoram Remote Sensing Application Centre

