



GOVERNMENT OF NAGALAND

DISTRICT DISASTER MANAGEMENT PLAN

**MON : NAGALAND
2023**



MESSAGE

The District Disaster Management Plan (DDMP) outlining the measures to be taken in the event of any natural or man-made disaster has been prepared based on the latest concepts / developments in the field of disaster management and past experiences in the district. The DDMP is a living document and needs regular updation.

The plan deals with Risk Assessment and Vulnerability Analysis, Resource Inventory & Capacity Analysis, Preparedness & Mitigation, Response, Recovery and Standard Operating Procedures among others. The plan is prepared to act as a guide and help the District Administration in achieving the objectives of mitigating, preparing, responding and recovering should any disaster or natural calamity occurs.

I fervently hope that DDMP would be highly useful not only for the District Administration but also for all line departments and stakeholders such as NGOs, CSOs etc. to provide efficient and effective service to the public at the time of calamity. For successful implementation of various strategies of DDMP, it is essential to work in more cooperation and coordinated way with District Administration.

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LIST OF ABBREVIATIONS /ACRONYMS

DDMP	- District Disaster Management Plan
DDRMP	- District Disaster Risk Management Plan
DDMC	- District Disaster Management Committee
DC	- Deputy Commissioner
SP	- Superintendent of Police
ADC	- Additional Deputy Commissioner
SDO (C)	- Sub-Divisional Officer (Civil)
EAC	- Extra Assistant Commissioner
MLA	- Member of Legislative Assembly
MP	- Member of Parliament
CMO	- Chief Medical Officer
NYK	- Nehru Yuva Kendra
MO	- Medical Officer
CHC	- Community Health Center
PHC	- Primary Health Center
ICS	- Incident Command System
EOC	- Emergency Operation Center
DCR	- District Control Room
DMT	- District Management Teams
ESF	- Emergency Support Functions
TCR	- Taskforce Control Room
CLCR	- Circle Level Control Room
MTC	- Mon Town Council
NCC	- National Cadet Corps
NGO's	- Non-Governmental Organization
CD	- Civil Defense
SOP	- Standard Operating Procedure
NSMDA	- Nagaland State disaster Management Authority
AIR	- All India Radio
BDO	- Block Development Officer
CDPO	- Child Development Project Officer
CEO	- Chief Executive Officer
CRPF	- Central Reserve Police Force
DIPR	- Directorate of Information & Public Relation
FCI	- Food Corporation of India
EQ	- Earthquake
HQs	- Headquarters
I/C	- In Charge
ISD	- International Subscriber's Dialing
NIDM	- National Institute of Disaster Management
ATI	- Administrative Training Institute
VDMP	- Village Disaster management Plan
NSDMA	- Nagaland State Disaster Management Authority

CHAPTER I

MON DISTRICT DISASTER MANAGEMENT PLAN, INTRODUCTION:

1.1 VISION

The aim of the plan is to have an authentic and accurate database, documented and rehearsed to be activated in the shortest possible time with the minimum of orders and procedures ensuring active participation of the Government, Community and Volunteers at all levels. The plan also envisages to make optimal utilization of resources with no gaps or overlaps so as to prevent loss of lives and property while ensuring that the situation restored is back to normalcy at the earliest.

1.2 GOAL

“Sustainable reduction of Disaster Risks & Recovery in all the Sub-Divisions of Mon District through active participation of the Government and the Community.”

1.3 RATIONALE

Past experiences of disaster in the district both natural and man-made disasters such as landslides, floods, windstorm, earthquakes, and fires have seen huge damage and loss to property, livelihood and human life. Follow up actions taken and the lessons learnt from it has prompted, the need for an effective and realistic District Disaster Risk Management Plan. A comprehensive DDMP will strengthen the efforts of the District Administration to combat disasters.

1.4 OBJECTIVES

Disaster causes, at times, sudden disruption to the 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, notified District Disaster Management Plan plays a vital role:

- To provide effective support and resources to individuals and groups in pre disaster, during disaster & post disaster
- To assist the various stakeholders like, line departments, Sub-divisional administration, and the community in developing coping skills for disaster management.
- To provide an organized, systematic & flexible approach to dealing with natural calamities.
- To disseminate factual information in a timely, accurate and tactful manner while maintaining necessary confidentiality.
- To develop immediate as well as long-term support plans for vulnerable people post disaster.
- To ensure least possible disruption to the normal life of those individuals affected by disaster.
- Ensuring active participation of the Government, community, volunteers and voluntary organizations at all levels and making optimal utilization of material and human resources.
- To facilitate the mitigation process.

1.5 DISASTER OVERVIEW

1.5.1 DISASTER - *A Serious disruption of the functioning of a society, causing widespread human, material, or environmental losses, which exceed the ability of the affected society to cope using its own resources.*

1.5.2 TYPES OF DISASTER: (Experienced in the District)

1. **Earthquakes**:-The whole of Nagaland lies in Zone V which is the highest classification zone of the earthquake.
2. **Landslides**: - Landslides are very frequent in Mon District due to its geological land formation and topography.
3. **Fire**: - Fire occurs frequently in the area due to various reasons such as forest fire (usually spread during the Jhum cultivation), accidental fires from the households due the predominant use of thatch and bamboo for construction of houses.
4. **Floods**: - Floods usually occur in the low lying areas where most of the cultivation is being carried out.
5. **Hailstorm**: - Crops and plantations are also hugely effected by hailstorms during monsoons.
6. **Accident**- Many casualties from road/railway have also been recorded

Mon District is mostly affected by natural calamities such as Flood, windstorm, Landslides, Earthquake, Hailstorm and Fire.

Flood: When the water flows or rises above and beyond its normal place or course, during the rainy season due to which heavy and widespread inundation takes place it is called Flood. The most common type of flood occurs when a river overflows its bank and the water spreads on the surrounding land.

Windstorm: A wind that is strong enough to cause at least light damage to trees and buildings and may or may not be accompanied by precipitation. Wind speeds during a windstorm typically exceed 55 km (34 miles) per hour. Long period windstorms have two main causes:

- Large differences in atmospheric pressure across a region and
- Strong jet stream winds over ahead.

Heavy Rain Fall: Heavy rain would mean three days or more of uninterrupted rainfall, the total amounting to at least 3 times that of a month's average rainfall in the block area. In absence of supporting materials, rain amount from 64.5mm. to 124.4mm per day for continuous three days or more and/or 124.5mm and above for more than one day may be treated as heavy rainfall.

Earthquake: Earthquakes strike suddenly without warning, and unpredictable. Therefore preventive measures for ensuring safety of buildings, structures, communication facilities, water supply lines, electricity and life are of utmost priority. Earthquakes are caused by natural tectonic interactions. It is the vibration or shaking of the ground caused by a sudden movement or rupture of rock within the earth's crust.

Hailstorm: Although hailstorms rarely involve physical injury, their economic impact can be severe. The damage appears to be a function of the intensity and duration of storms and the size of the hailstones, which these produce. The damage itself is often produced not only by the impact of falling hailstones, but also by the high winds and torrential rains that is part of the hailstorm.

Fire Accident: Fire accident happen due to several causes like: Housing Pattern, Lose circuit of electricity, Chemical reaction, Road Accident, Thunder, Lightning etc. Houses generally mud-built walls with thatched roofs made out timber, bamboo and straw catches fire easily. In February fire accident becomes frequent; it destroys houses and properties and causes serious distress to the affected people.

CHAPTER II

OVERVIEW OF THE DISTRICT

2.1 DISTRICT AT A GLANCE

- Name of the District : **MON, NAGALAND**
- No. of Villages : 137 (One Hundred Thirty Seven)
- No. of Administration office : 15 (Fifteen)
 1. Mon Hq, Deputy Commissioner
 2. Naginimora, Additional Deputy Commissioner
 3. Aboi, Additional Deputy Commissioner
 4. Tobu, Additional Deputy Commissioner
 5. Tizit, Additional Deputy Commissioner
 6. Wakching, Sub-Divisional Officer (Civil)
 7. Phomching, Sub-Divisional Officer (Civil)
 8. Monyakshu, Sub-Divisional Officer (Civil)
 9. Angjangyang, Sub-Divisional Officer (Civil)
 10. Chen, Sub-Divisional Officer (Civil)
 11. Hunta, Extra Assistant Commissioner
 12. Mopong, Extra Assistant Commissioner
 13. Longshen, Extra Assistant Commissioner
 14. Shangnyu, Extra Assistant Commissioner
 15. Longching, Extra Assistant Commissioner
- No. of RD Blocks : 8(Eight)
 1. Tizit
 2. Chen
 3. Tobu
 4. Phomching
 5. Wakching
 6. Mon
 7. Aboi
 8. Angjangyang
- No. of Constituencies : 9 (Nine)
 1. A.C. 41 Tizit
 2. A.C 42 Wakching
 3. A.C 43 Tapi
 4. A.C 44 Phomching
 5. A.C 45 Tehok
 6. A.C 46 Mon
 7. A.C 47 Aboi
 8. A.C 48 Moka
 9. A.C 55 Tobu
- Name of MLAs
 1. Shri. Paiwang Konyak
 2. Shri. Chingang Konyak
 3. Shri. Noke Konyak
 4. Shri. Konngam Konyak
 5. Shri. C.L.John Konyak
 6. Shri. Mankhao Konyak

		7.	Shri. Manpong Konyak
		8.	Shri. Nyamnyi Konyak
		9.	Shri. Naiba Konyak
➤	No. of Police Stations	: 6(Six)	
		1.	Mon
		2.	Tobu
		3.	Aboi
		4.	Tizit
		5.	Naganimora
		6.	Angjangyang
➤	No. of Check Post	: 2(Two)	
		1.	Tizit
		2.	Naganimora
➤	No. of Hospitals	: (One) Hospitals	
		1.	Civil Hospital, Mon
➤	No. of CHCs	: 3 (Three)	
		1.	Aboi
		2.	Tobu
		3.	Wakching
➤	No. of PHCs	: 15(Fifteen)	
➤	No. of Leprosy Society	: 1 (One) Mon Hq	
➤	District T.B Society (RNTCP)	: 1 (One) Mon Hq	
➤	No. of Fire Stations	: 1 (One) Mon Hq	
➤	Total Area of the district	: 1,786 Sq. Km.	
➤	Average temperature	: 25 c	
➤	Average Humidity	: 76 %	
➤	Average Rainfall	: 2000mm- 3000mm	
➤	Population (as per 2011 Census)	: 2,50671	
➤	Literacy	: 56.99% (Census 2011)	
			Male -60.94%, Female – 52.58%
➤	Important festival	: Aoleang (1 st week of April)	
			Lao-ong Mo (last week of September)
➤	District Headquarters	: Mon Town (Altitude: 897.64 Meters above Sea Level)	
➤	Sex ratio	: 899 females/1000male	

2.2 HISTORY:

MON DISTRICT, situated in the Northeastern part of the state of Nagaland was brought under the civil administration in 1948. Even in the beginning of the nineteenth century, a vast tract of land lying between the administered areas of Assam and Myanmar (Burma) was not brought under the civil administration by the British. By the year 1914, the Foreign and political Department of the Government of India, by a notification, extended the Assam Frontier Tract Regulation of 1880 to the Hills which were either inhabited or frequented by Abors, Mishmis, Singphos, Nagas, Khamptis Bhutias, Akas and Daflas. It is by this extension of the aforesaid Regulation, the Government of India brought the areas under some administration in 1914 and the area was named as the North East Frontier Tract. Hence, the present Mon District was brought under same notification but practically, there was no Civil Administration till 1948.

In 1951, the plains portion of Balipara Frontier Tract, Tirap Frontier Tract, About Hills District and Mishmi Hills were transferred to the administrative jurisdiction of the Government of Assam. Therefore, the remaining areas of the said Northeast frontier together with the Naga tribal area of Tuensang including the present Mon (district) were renamed as the Northeast Frontier Agency. The Mon sub-division under the Tuensang Frontier Division was created and the officer who was first posted as the Assistant Political Officer was Mr.W.H.Rynjan.

The Konyaks can be grouped into two groups: a) “Thendu” means “tattooed face”. This group of the Konyak nagas inhabits the lower region of the district. Powerful “Anghs” (Chief) ruled the respective villages and the people tattoo their whole face;

b) The word “Thenthoh” means “White Face” as this group tattoos only their forehead and chin. They are the settlers of the upper region of the district (Tobu area)

Topography

The District can be divided into two regions topographically.

- a) The upper region comprising Longching, Chen, Mopong and Tobu area
- b) The lower region comprises Mon, Tizit and Naginimora areas.

Rivers and mountain peaks

Some of the important rivers of Mon district are Dikhu, Yamong, Yityong, Kaimang, Tesang, Maksha, Tapi, Tizit, Teyap, Tekang, Jein, Teggie, Telem, Pongma, Tehok which provide good fishing grounds, picnic spots, rafting and has a number of species of fish like trout.

There are number of high peaks in the District. Shawot is the highest peak with an altitude of 2414 meters above sea level. Monyakshu is 1850 meters, chikho is 1500 meters, Longwa International Border peak is 1500 meters, Chiknyuho is 1500 meters, Ngupdang 1554 meters and Tamkong 2000 meters above sea level.

Flora and Fauna

The Mon District is rich in Flora and Fauna. The rare Blue Vanda, white Orchids, foxtail, wild Lillies, Maple trees etc are found in the mountainous region of the district. There are varieties of medicinal herbs, edible plants, shrubs, and plants etc, which are of great botanical value.

Wildlife and Forest

Elephant, Tiger, Spotted Leopard, Hornbill, and Partridge fowl, the rare Tragopan, Deer, Big Deer, Mountain Goat, wild boar, Bear are found in the forest of the District.

Mon district presents picturesque scenes with lush rich green forest, which provides a natural habitat to different species of flora and fauna. Some of the forests of Mon known are Shiangphan forest, Wakching forest, Tiru Forest, Zangkham forest, Shawot and Chen Forest, Yei, Monyakshu, Pessao, Yongkao and Tobu Forest. These forests are rich in timber.

Climate

The Mon district has a moderate climate. Days are warm and nights are cool. Rainy season sets in the month of May and lasts till October. From November to April, the District has dry weather relatively cool and days are bright and sunny.

The average rainfall is between 2000mm and 3000mm mainly between April and October.

Important festivals

Aoleang is the main festival of the Konyaks. It is celebrated in the spring season i.e. after the sowing of seeds. The festival starts from 1st to 6th April and is celebrated to ask for blessings from God ‘yongwan’ so that the farmers may have a good harvest for the year. Young and old in traditional dresses and headgears decorated with feathers and wild boar tusk, accompanied with log drums chant folk songs and have a merry time.

Lao-ong Mo is another festival which is celebrated in the month of September after the harvest is over

Village administration

Every village has an “Angh” who is the sole authority in the village and held in high esteem by his villagers and holds immense power in his village and other subordinate villages. There are altogether seven “Chief Anghs” within the Mon district, namely Mon, Chui, Sheangha Chingnyu, Longwa, Shangnyu, Jaboka and Tangnyu. The Chief Anghs of these villages rule over a group of satellite villages under them, some of which are in Arunachal Pradesh with 54 villages and 87 villages in Myanmar (Burma). All these villages are Konyak villages having strong customary and traditional relationship with the rest of the 110 villages of the Mon district. The Angh of a village is assisted in his task by the Deputy Anghs of each Morung (pan) and the elders or Gaon Buras. The village has a strong administrative body called the village council; the members of the council administer law and maintain order in the village.

For administrative convenience, each village is divided into a number of “Morung” or “Pan” which is an institution for training youths in discipline, nationalist feelings, safeguarding the village from intruders and for efficient execution of tasks during emergencies etc. Morungs are men’s dormitory, which is in hierarchical order, where unmarried youths assemble in the evening and discuss about important matters pertaining to their socio-economic, political and day-to-day aspects of life.

2.3 DEMOGRAPHIC DETAILS (as per 2011)

Sl. No.	Name of the Sub Division	No. of House Holds	Total Population
1	Mon	46245	284118
2	Tizit	4818	27084
3	Wakching	2159	12514
4	Phomching	5989	38768
5	Aboi	8942	52040
6	Tobu	6051	39776
7	Naginimora	1375	7033
8	Mopong	2085	15237

2.4 SOCIO-ECONOMIC FEATURES

The economic condition of the people living in Mon district is not at par with the living conditions of the people living in other Districts of Nagaland. The main reason of this gap being the location of the District in the remote part of the State.

Mon has great potential for economic development if its resources, manpower, rural tourism potential etc. can be fully utilized. Due to ignorance, lack of capital, scientific and technical knowledge, infrastructure inadequacies the progress in the district has been slow.

2.5 LOCATION

The District of Mon covers an area of 1786 sq.km and is bounded on the North by Assam, on the South by Tuensang district of Nagaland, on the East by Myanmar (Burma) and on the West by Longleng District of Nagaland. On her North-East lies Arunachal Pradesh.

The District can be divided into two topographical areas, namely, the foothills adjacent to the plains of Assam, i.e. the Tizit and Naginimora areas and the hill ranges extending from the foothills – the slopes of Naga Hills and Patkai Range in the eastern part of the District.

The altitude of area varies from 100 meters in foothills to 1050 meters in the interior of the district. The average humidity is 76% and the average temperature is 24.4 degree Celsius. The average rainfall ranges between 2000mm and 3000mm, occurring mostly between April and October.

2.6 AGRICULTURE

Agriculture is the mainstay of about 90 percent of the population and rice is the most important food crops grown in the district, both in the plain areas where it is grown in wet paddy fields and in the hill areas where it is chiefly grown on jhum fields. In Mon district 'Jhum cultivation' commonly known as shifting cultivation is the main practiced system of farming. Rice is the main crop followed by maize, yam, pulse, varieties of vegetables and other crop.

The recent trend in the District is tea cultivation. The gentle slopes of Mon provide ample scope and are conducive for cultivation using modern techniques and equipments.

2.7 IRRIGATION POTENTIAL

All schemes that have been implemented by the Department are of "micro irrigation" category and cannot be compared to those projects in the mainland where there is the matter of immense impounding of water reservoirs. The schemes basically are an improvement of the temporary/seasonal structures viz. Diversion – headwork and irrigation canals basically by replacing and improving them with RCC structures.

The irrigation method provided by the department for the farmers is by open channel flow by gravity from the diversion structures that have been built across the various streams and rivers. The other methods of irrigation viz. lift irrigation, dug wells, water harvesting ponds etc. are presently not being favoured by the local farmers.

Irrigation potential created at the various Blocks in Mon District.

S/No	Name of the Block	No. of Vill. Having MI Schemes	Total area under Irrigation		
			Surface Flow	Lift irrigation /others	Total area(Ha)

1.	Chen	21	295.70	0.00	295.70
2.	Mon	20	427.42	0.00	427.42
3.	Phomching	13	351.50	0.00	351.50
4.	Tizit	16	495.65	0.00	495.65
5.	Tobu	17	239.80	0.00	239.80
6.	Wakching	11	175.60	0.00	175.60
Total					1985.57

Irrigation potential created in the Six Blocks

S/No	N/Block	N/Village	N/River	CCA(HA)
1.	Chen	C/Wetnyu	Wapang	22
		Nangching	Nyaku	45
		Langmeang	Yangkhang	20
2.	Mon	Mon & Hongpoi	Homlu	35
		Mon Town	Temkong	20
		Longkai	Tenang	22
3.	Phomching	Nyahnyu	Longkok	20
		S/Chingnyu	Teegee	20
4.	Tizit	Tiru	Paewang	40
		Hongsai	Sinyin	35
5.	Tobu	Changlangshu	Osen	17
		Ukha	Hejong	15
6.	Wakching	Tiru-Wakching	Paewang	20
		Kongan	Langpan	15
Total				345

2.8 HORTICULTURE

Mon district may be divided into three main zones such as Foothill, Mid-hill and High-hill. Almost all types of tropical and sub-tropical crops can be grown in the district. Part of Tizit and Wakching blocks fall under foothill zone. Mid-hill zone comprises of Mon block, part of Wakching, Phomching, Tizit and Chen blocks. Tobu block, large part of Phomching and Chen blocks come under high-hill zone.

Major horticultural crops under high-hill zone are Cardamom, Peas, Plum, Peach, Passion fruit etc. Main crops under Mid-hill zones are Orange, Pineapple, Banana, Cardamom, Naga King Chili, Tea, Colocasias etc. The main crops under Foothill zones are Pineapple, Banana, Areca nut, Tea, Coconut, Betel leaves etc.

Most of the crops are being produced for local consumption only. Due to lack of marketing facilities, farmers could not take up horticultural crops plantation in commercial scale. Some of the main crops cultivated in the district in commercial scale upto some extent are Tea, Cardamom, Naga King Chilli, Betel leaves, Oranges etc.

2.9 FINANCIAL INSTITUTIONS

1. State Bank of India, Mon, Naganimora, Aboi, Tobu & Tizit
2. Nagaland State Cooperative Bank, Mon
3. Vijaya Bank, Naganimora
4. Central Bank of India, Tizit

2.10 TRANSPORT AND COMMUNICATION NETWORKS

Mon district can be reached by bus from two routes. They are via Sonari in Sivasagar district Assam and via Simuluguri (Assam). There is no train to Mon. However, one can come upto Bhojo railway station (Assam) and then proceed to Mon via Sonari. Another train route option available is to reach Simulguri and had to go Naginimora first and then proceed to Mon. The nearest Airport is Jorhat, which is about 161 km by road to Mon.

The Nagaland State Transport is operating bus services from Mon to Dimapur, Sonari, Tobu, Wanching and Monyakshu. Helicopter service has been started from Dimapur to Mon on a weekly basis. Besides, there are private transport service providers catering to the needs of the public and providing taxi and bus services from Mon to other Districts as well as within the district.

2.11 Important Routes within the Mon District HQ to outpost Administration and Villages (Tourist place of interest)

Routes		Distances (Km)
From	To	
MON HQ	Tizit	44km(Bus & Sumo services available)
	Wakching	38Km(Private available)
	Phomching	40 km (via Tang village & 60Km via L/Sheangha sumo services available)
	Chen	50km (via Tang Village & 70km Aboi Sumo Services available)
	Tobu	130 km(NST & Sumo services available)
	Naginimora	75km(Private services available)
	Aboi	41km (NST & Services available)
	Monyakshu	134 km (NST & Sumo services available)
	Namsa	46Km (Private services available)
	Tuensang via Tobu	174km
	Sonari(Assam)	65 km
	Mopong	90Km (Sumo services available)
	Longching	66km (Private services available)
	Longshen	26km (Private services available)
	Hunta	60km (via Tizit private services available)
	Chui	11km (Private services available)
	Mon Village	05km(Private services available)
Tamlu	80km	

2.12 Accommodation

1. Walo Guest House: Located at DC Hill, Chingai Ward, Mon Hq
2. ADC Guest House/Circuit House: Located at ADC Colony Mon Hq
3. Helsa Cottage : Located at Chingai Ward, Mon Hq

2.11 INFRASTRUCTURE

ELECTRICAL DIVISION:

MAIN ACTIVITIES OF THE DEPARTMENT ARE:

- a) Transmission of Power.
- b) Distribution of Power and Revenue Management.

TRANSMISSION:

- 132 KV Transmission Line (T/L) From Dimapur to Kiphire through 132 KV via Kohima
- 66 KV line from Kiphire - Tuensang – Mkg – Tuli – N/mora – Tizit – Mon are looked after by the Mokokchung Transmission Division.

Transmission lines like 33 KV, low tension lines to consumers and related revenue are looked after by Divisions like Mon, Zunheboto and Mokokchung Electrical Division.

DRINKING WATER SOURCES

Sl. No	Town/Circle	No. of HHS	Drinking Water Facility (Nos)			Source of Drinking Water			House hold connected	
			Installed	Status		River/ Stream	Reservoir/Sub-tank	Tap Water		
				F	NF					NC
1.	Mon Town	4250	1352	F	-	-	R/S	2/20	Nil	1352
2.	Wakching HQ	220	10	F	-	-	S	1/3	Nil	10
3.	Phomching HQ	180	10	F	-	-	S	½	5	10
4.	Longshen HQ	130	-	-	-	NC	-	-	-	Nil
5.	Shangnyu EAC HQ	10	-	-	-	NC	-	-	-	Nil
6.	Tobu Town	1620	135	F	-	-	S	2/9	Nil	135
7.	Mopong EAC HQ	250	30	F	-	-	S	¼	Nil	30
8.	Monyakshu HQ	180	10	F	-	-	S	1/0	03	10
9.	Chen Town	150	-	-	-	NC	-	-	-	Nil
10.	Aboi Town	725	380	F	-	-	R/S	9	-	380
11.	Angjangyang HQ	87	-	-	-	NC	-	-	-	Nil
12.	Tizit HQ	520	10	-	NF	-	S	½	Nil	10
13.	Naginimora HQ	2150	-	-	NF	-	S	1/1	-	Nil
14.	Hunta EAC H	10	-	-	-	NC	S	-	Nil	Nil

CHAPTER III

RISK ASSESSMENT AND VULNERABILITY ANALYSIS

3.1 HISTORY OF DISASTER

Type of Hazards	Year of Occurrence
Flood/Flash flood/ Landslide	Every monsoon
Windstorm	2005 2012 2013 2014 2015 2016 2017 2018 2019 2020 2021 2022
Elephant Depredation	2005
Hailstorm	2016 2017 2018 2019 2019 2020 2021 2022
Drought	2015 2016 2017 2018 2019 2020 2021 2022
Fire/Forest Fire	2016 2017 2018 2019 2019 2020 2021 2022

3.2 SEASONALITY OF HAZARD (USE TICK MARK)

TYPE OF HAZARDS	JAN-MAR				APRIL-JUNE				JULY-SEP				OCT-DEC			
	H	C	A	I	H	C	A	I	H	C	A	I	H	C	A	I
<i>Windstorm</i>					*	*		*								
<i>Flood</i>					*	*			*	*						
<i>Earthquake</i>	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
<i>Fire</i>	*	*	*	*									*		*	*
<i>Accident</i>																

H: Human, C: Crop, A: Animals, I: Infrastructure

3.3 RISK ASSESSMENT

TYPE OF HAZARDS	TIME OF OCCURRENCE	POTENTIAL IMPACT	VULNERABLE AREAS
<i>Flood</i>	April-June July-Sept	Life, Livelihood, crops, community, Livestock, infrastructure.	Naginimora and Tizit
<i>Windstorm</i>	April-June	Life, Livelihood, crops, community, livestock, infrastructure	Whole District
<i>Earthquake</i>	Any day	Life, Livelihood, crops, community, livestock, infrastructure	Whole District
<i>Fire</i>	Jan-Mar	Life, Livelihood, crops, community, livestock, infrastructure	Whole District
<i>Accident</i>	Any day	Human Life	Whole District

3.4 VULNERABILITY ANALYSIS

Infrastructures	Vulnerable areas against each hazard				
	Windstorm	Flood	Earthquake	Fire	Landslide
	Whole District	Naginimora and Tizit	Whole District	Whole District	Mon-Namtola Road, Mon-Naginimora road, Mon-Tobu road
<i>Road Network</i>	Whole District	Naginimora and Tizit	Whole District	Whole District	Mon-Namtola Road, Mon-Naginimora road, Mon-Tobu road
<i>Water Supply</i>	Whole District	Naginimora and Tizit	Whole District	Whole District	Mon-Namtola Road, Mon-Naginimora road, Mon-Tobu road
<i>Hospital</i>	Whole District	Naginimora and Tizit	Whole District	Whole District	Mon-Namtola Road, Mon-Naginimora road, Mon-Tobu road
<i>Food Stocks & Supplies</i>	Whole District	Naginimora and Tizit	Whole District		Mon-Namtola Road, Mon-Naginimora road, Mon-Tobu road
<i>Communication</i>	Whole District	Naginimora and Tizit	Whole District	Whole District	Mon-Namtola Road, Mon-Naginimora road, Mon-Tobu road
<i>Bridges</i>	Whole District	Naginimora and Tizit	Whole District	Whole District	Mon-Namtola Road, Mon-Naginimora road, Mon-Tobu road

CHAPTER IV

RESOURCE INVENTORY / CAPABILITY ANALYSIS

<i>SL. NO.</i>	<i>DESIGNATION</i>	<i>STATUS</i>	<i>ADDRESS</i>
1.	Deputy Commissioner, Mon	Chairperson Ex-Officio	Office of the Deputy Commissioner, Mon
2.	Addl. Deputy Commissioner Hq., Mon	Chief Executive Officer	Office of the Deputy Commissioner, Mon
3.	Supdt. of Police, Mon	Member	Office of the Superintendent of Police, Mon
4.	Chief Medical Officer, Mon	Member	Office of the Chief Medical Officer, Mon
5.	E. Engineer PWD (R&B), Mon	Member	Office of the Supt. Engineer PWD, Mon
6.	District Agriculture Officer	Member	Office of the District Agriculture Officer, Mon
7.	Executive Engineer PHED	Member	Office of the Executive Engineer PHED
8.	C.O 26 AR	Member	26AR Naginimora
9.	C.O 100RCC	Member	100 RCC ,MON

4.1 Mon District Disaster Management Committee

<i>SL. NO.</i>	<i>DESIGNATION</i>	<i>STATUS</i>	<i>ADDRESS</i>
1.	Deputy Commissioner, Mon	Chairman	Office of the Deputy Commissioner, Mon
2.	Addl. Deputy Commissioner Hq., Mon	Convenor	Office of the Deputy Commissioner, Mon
3.	Superintendent of Police, Mon	Member	Office of the Superintendent of Police, Mon
4.	Divisional Forest Officer, Mon	Member	Office of the Divisional Forest Officer, Mon
5.	Commandant 6 th NAP Tizit	Member	Office of the Commandant 6 th NAP Tizit
6.	Executive. Engineer PWD (R&B), Mon	Member	Office of the Supt. Engineer PWD, Mon
7.	Executive Engineer PHED, Mon	Member	Office of the Executive Engineer, PHED Mon
8.	Executive Engineer, Irrigation, Mon	Member	Office of the Executive Engineer, Irrigation, Mon
9.	District Social Welfare Officer	Member	Office of the District Social Welfare Officer, Mon
10.	Chief Medical Officer	Member	Office of the Chief Medical Officer, Mon
11.	Medical Superintendent, Civil Hospital, Mon	Member	Office of the Medical Superintendent, Mon
12.	Executive Engineer, Power, Mon	Member	Office of the Executive Engineer, Power Mon
13.	Assistant Director of Food & Civil Supplies	Member	Office of the Assistant Director of Supplies, Mon
14.	District Transport Officer	Member	Office of the District Transport Officer, Mon
15.	District Public Relation Officer	Member	Office of the District Publicity Relation Officer, Mon
16.	District Informatics Officer	Member	Office of the District Informatics Officer, Mon
17.	District Agriculture Officer	Member	Office of the District Agriculture Officer, Mon
18.	District Horticulture Officer	Member	Office of the District Horticulture Officer, Mon
19.	Executive Engineer, PWD (R&B), Mon	Member	Office of the Executive Engineer, PWD (R&B) Mon
20.	Principal, Wangkhao College	Member	Office of the Principal Wangkhao Government College, Mon

SL. NO.	DESIGNATION	STATUS	ADDRESS
21.	Chief Veterinary Officer	Member	Office of the District Veterinary Officer, Mon
22.	Dy. Commdt. V.G.	Member	Office of the Deputy Commandant, Village Guard, Mon
23.	DEO	Member	Office of the District Education Officer, Mon
24.	Sub-Divisional Officer (Civil), Sadar	Member	Office of the Deputy Commissioner, Mon
25.	Asst. Dev. Commissioner Planning	Member	Office of the District Planning Officer, Mon
26.	Sub-Divisional Engineer (BSNL)	Member	Office of the Sub-Divisional Engineer, BSNL, Mon
27.	Asst. General Manager, NST	Member	Office of the Assistant General Manager, NST, Mon
28.	District Soil & Water Conservation, Officer	Member	Office of the District Soil & Water Conservation Officer, Mon
29.	District Commandant, Home Guards	Member	Office of the District Commandant, Home Guards, Mon
30.	Sub-Divisional Officer, Housing	Member	Office of the Sub-Divisional Officer, Housing, Mon
31.	Officer-in-Charge, Fire & Emergency services, Mon	Member	Office of the Officer-in-Charge, Fire Brigade, Mon

4.2 Co-opted Members to the Mon District Disaster Management Committee

SL. NO.	DESIGNATION	STATUS	ADDRESS
1.	Commandant	Member	Office of the Commandant, 6 th Assam Rifles, Naganimora
2.	Commanding Officer, 100 RCC, GREF	Member	Office of the Commanding Officer, 100 RCC, GREF, Mon

4.3 List of Offices in the District

SL. NO.	ADDRESS	CONTACT NO.
1.	Office of the Deputy Commissioner, Mon	251246, 251625(fax)
2.	Commandant, 37 th Assam Rifles, Naganimora	
3.	Office of the Superintendent of Police, Mon	251271
4.	Office of the Commandant, 6 th NAP Tizit	
5.	Office of the Divisional Forest Officer, Mon	251230
6.	Office of the Supt. Engineer, PWD, Mon	251653
7.	Office of the Executive Engineer, PHED Mon	251278
8.	Office of the Commanding Officer, 100 RCC, GREF, Mon	03869-203199
9.	Office of the Executive Engineer, Irrigation, Mon	
10.	Office of the District Social Welfare Officer, Mon	
11.	Office of the Chief Medical Officer, Mon	251262
12.	Office of the Medical Superintendent, Mon	
13.	Office of the Executive Engineer, Power Mon	251207
14.	Office of the District Transport Officer, Mon	251383
15.	Office of the District Publicity Relation Officer, Mon	251212
16.	Office of the District Informatics Officer, Mon	251302
17.	Office of the District Agriculture Officer, Mon	251256
18.	Office of the District Horticulture Officer, Mon	
19.	Office of the Executive Engineer, PWD (R&B) Mon	251260
20.	Office of the Principal, Wangkhao Government College, Mon	251370
21.	Office of the District Veterinary Officer, Mon	

4.4 Resource Inventory

22.	Office of the Deputy Commandant, Village Guard, Mon	251414
23	Office of the District Education Officer	
24	Office of the District Planning Officer, Mon	
25.	Office of the Sub-Divisional Engineer, BSNL, Mon	
26.	Office of the Assistant General Manager,NST , Mon	251342
27.	Office of the District Soil & Water Conservation Officer, Mon	
28.	Office of the District Commandant, Home Guards, Mon	
29.	Office of the Sub-Divisional Officer, Housing, Mon	
30.	Office of the Officer-in-Charge, Fire Brigade, Mon	251222

Sl.No	Name of items	Number
1	Laptop(Presario)	1(one) Not Functioning
2	Printer (HP Office Jet 4355)	1(one) Not Functioning
3	LCD Projector Acer	1(one)
4	Satellite Phone (Thuraya)	1(one) Not Functioning
5	Round Shovel	89(eighty nine)
6	Spade Shovel	86(Eighty Six)
7	Fire Axe	40(Forty)
8	Crow Bar	40(Forty)
9	Plier	15(Fifteen)
10	Chain Saw	2(two)
11	Chisel for Concrete	17(Seventeen)
12	Sledge Hammer	5(Five)
13	Brick Hammer	74(Seventy Four)
14	File	6(Six)
15	Circular Saw	2(two)
16	Mega Phone	2(Two)
17	Fuel Container	11(Eleven)
18	Bucket (small)	9(Nine)
19	Bucket (Large)	5(Five)
20	Replacement chain(Chain Saw)	4(Four)
21	Tarpaulin	36(Thirty Six)
22	Power Extension Cable	2(Two)
23	Torch (Everyday Commander)	11(Eleven)
24	Rib Belt	52(Fifty two)
25	Arm sling pouch	20(Twenty)
26	Wrist and forearm splint	27(Twenty Seven)
27	Cervical support belt	10(Ten)
28	Ambulance Collar	15(Fifteen)
29	Cervical brace	5(Five)
30	Spondalibus Collar	20(Twenty)
31	Hammer Handle(Steel)	67(Sixty Seven)
32	Hammer	40(Forty)
33	Pouch	36(Thirty Six)
34	Stretcher	2(Two)

35	Fire Extinguisher	13(Thirteen)
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4.5 List of Traders

SL.NO.	TYPE OF TRADER	CONTACT PERSON AND ADDRESS
1.	House Building Materials/ Hard Ware Stores	1. Gopal Store, Chingai Colony, Mon Town. 2. J.P. Store(Govind), New Site, Mon Town. 3. Wangkam Store, New Site, Mon Town. 4. J.P Bali Store, New Site, Mon Town. 5. Mon Hard Ware, New Site, Mon Town.
2.	Groceries/ Departmental Store	1. Haji Store, Near PWD Store, Mon Town. 2. Akho Store, Near Supply Office, Mon Town. 3. T.Y.K. Store, Near Supply Office, Mon Town. 4. Naresh Store, Near Supply Office, Mon Town 5. Apang Store, Near Supply Office, Mon Town 6. Changnyu Store, Near Supply Office, Mon Town. 7. Goswami Store, Bazar Line, Mon Town. 8. Jamal Store, Bazar Line, Mon Town. 9. Boson Store, Chingai Colony, Mon Town. 10. Nelai Store, Thamnan Colony, Mon Town.
3.	Pharmacy Shops	22
4.	Tents and Tarpaulins	1. SP, Office
5.	Rice Mill	2
6.	Electrical Equipments	1.H.K. Store, Bazar Line, Mon Town. 2.S.K. Store, Bazar Line, Mon Town.
7.	Restaurants	

4.6 List of Earth moving and road clearing equipments

TYPE OF EQUIPMENT	ADDRESS	TELEPHONE NO	GOVT/ PRIVATE
Bulldozer	Commanding Officer, 100 RCC, GREF	203199 (O)	Government.
Excavators	PWD (R&B), Mon	251260	Government.
Truck	1. Police Dept. Mon 2. Mon Town Council 3. Commanding Officer, 100 RCC, GREF 4.Home Guard & Civil Defence &SDRF	251271 (O) 251239 (R) 203199 (O) 251414 (O)	Government. Mon Town council Government. Government.
Electric Welding Machine	PHED	251278 (O) 251277 (R)	Government.

4.7 List of Police Stations

SL. NO	POLICE STATION	NAME OF THE SUB-DIVISION
1.	Mon	Mon
2.	Tobu	Tobu
3.	Aboi	Aboi
4.	Naginimora	Naginimora
5.	Tizit	Tizit
6.	Angjangyang	Wakching

4.8 List of Sub-Division Nodal Officers and Master Trainers

SL. NO	DESIGNATION	SUB-DIVISION
1.	ADC, Hq	Mon District
2.	ADC, Naginimora	Naginimora Sub-Division
3.	ADC, Tobu	Tobu Sub-Division
4.	ADC, Aboi	Aboi Sub-Division
5.	ADC, Tizit	Tizit Sub-Division
6.	SDO (C), Chen	Chen Sub-Division
7.	SDO (C) Wakching	Wakching Sub-Division
8.	SDO (C), Phomching	Phomching Sub-Division
9.	SDO (C) , Mon	Mon Sadar Sub-Division
10.	SDO (C)	Mon HQ
11.	SDO (C)	Angjiangyang
12.	EAC, Mon	Mon Hq
13.	EAC, Tizit	Tizit
14.	EAC, Mopong	Mopong
15.	EAC, Tobu	Tobu Sub- Division
16.	EAC, Mon Sadar.	Mon Sadar
17.	EAC, Aboi	Aboi
18	EAC, Longching	Aboi
19.	EAC, Shangnyu	Mon Sadar
20.	EAC, Longshen	Phomching
21.	EAC, Hunta	Tizit

4.9 List of CHCs / PHCs

SL.NO	TOWN /VILLAGE	CENTER	SL.NO	TOWN /VILLAGE	CENTER
1	Tobu	CHC	35	Lokho	Sub-center
2	Aboi	CHC	36	Mohong	Sub-center
3	Wakching	CHC	37	Kongan	Sub-center
4	N/Mora	PHC	38	Upper Tiru	Sub-center
5	Phomchin	PHC	39	Wangla	Sub-center
6	Tizit	PHC	40	Longwa	Sub-center
7	Changlangshu	PHC	41	Tuimei	Sub-center
8	Yongkhao	PHC	42	Phuktong	Sub-center
9	Pessao	PHC	43	S/Tangten	Sub-center
10	Tang	PHC	44	Zangkham	Sub-center
11	Wanching	PHC	45	Sowa	Sub-center
12	Chingkao	PHC	46	Longshen	Sub-center
13	Chen	PHC	47	Kenchenshu	Sub-center
14	Shangnyu	PHC	48	Ukha	Sub-center
15	Mopong	PHC	49	Chingtang	Sub-center
16	Angphang	PHC	50	Tanhei	Sub-center
17	Oting	PHC	51	Chenmoho	Sub-center
18	Pongkong	Dispensary	52	Sheyong	Sub-center
19	Totok Chingkho	Sub-center	53	Ngangching	Sub-center
20	Chaoha	Sub-center	54	Langmeang	Sub-center

21	Changlang	Sub-center	55	Chinglong	Sub-center
22	Yakshu	Sub-center	56	Aopao	Sub-center
23	Muknakshu	Sub-center	57	Nokyan	Sub-center
24	L/Sheangha	Sub-center	58	Tizit Vill.	Sub-center
25	Chaonyu	Sub-center	59	Changnyu	Sub-center
26	Chenloishu	Sub-center	60	Shamnyu	Sub-center
27	Jakphang	Sub-center	61	Chenwetnyu	Sub-center
28	S/mokok	Sub-center	62	Yannu	Sub-center
29	U/yonghong	Sub-center	63	Mission Center	Sub-center
30	Wangla	Sub-center	64	Totok Chingnyu	Sub-center
31	Lapa	Sub-center	65	Hongphoi	Sub-center
32	Wangti	Sub-center	66	S/Wamsa	
33	Longching	Sub-center	67	Longkei	
34	Tamkong	Sub-center	68	S/Chingnyu	Sub-center

4.10 List of Mon District Disaster Management Teams

WARNING DISSEMINATION TEAM

Sl. No.	Designation	Address	Status
1.	District Public Relation Officer	Office of the District Publicity Relation Officer, Mon	Leader
2.	Sub-Divisional Engineer (BSNL)	Office of the Sub-Divisional Engineer, BSNL, Mon	Member
3.	District Informatics Officer	Office of the District Informatics Officer, Mon	Member
4.	Incharge, Police Wireless, Mon		Member

4.11 SEARCH, RESCUE & EVACUATION TEAM

Sl. No.	Designation	Address	Status
1.	Superintendent of Police	Office of the Superintendent of Police, Mon	Leader
2.	District commandant Home Guard & Civil Defence & SDRF	Office of the Home Guard & Civil Defence & SDRF, Mon	Member
3.	Officer-in-Charge, Fire Brigade	Office of the Officer-in-Charge, Fire Brigade, Mon	Member

4.12 Remote and Vulnerable Villages

SL.NO	SUB.DIV/BLOCK	REMOTE VILLAGES	POPULATION
1	Tizit	Old Jaboka	300
		Zangkham villaga	620
		Nokyan	830
		Laokhu	512
		Yannu	527
2	Wakching	Kongan	2023
		Upper Tiru	502
		Lower Tiru	315
		Chingphoi	870
3	Tapi	Nyasa	1239
4	Phomching	Wetting	516
		Pukha	623
		Longzang	1520
		Nyannyu	1059
		Longwa wamsa	271

5	Tehok	Chenloisho	3021
		Wangti	1223
		Chingkhao chingnyu	2155
6	Yongkhao	1416	814
7	Shingnyu	146	2432

4.13 Communication Facilities

SL.NO	COMMUNICATION FACILITIES	LOCATION UNDER
1.	BSNL(Landline)	Mon,Tizit,Naganimora, Aboi ,Wakching,Telephone Exchange
2	Mobile Services BSNL(Prepaid & Postpaid) Airtel,Aircell,CDMA (WLL & fixed line)	Mon Hq. Mon Village Wakching,Naganimora,Tizit ,Aboi Tuimei,Lempong Sheanghah,Oting, Lapalempong,Longching.
3.	Internet Services:NIC,BSNL Broadband,	Mon Hq. Naganimora and Tizit Sub-divisions
4	Fax Services through fixed BSNL landline	Mon Hq.
5	Video Conferencing	NIC, Mon Hq.
6	Wireless service under OC Wireless(Police)	Mon Hq.

4.14 No of Livestock in the District

SL.NO	NAME OF BLOCK	NO. OF LIVESTOCK	NO. OF POULTRY
1	Tizit	13144	23464
2	Wakching	9102	18046
3	Mon	18790	29056
4	Chen	13897	9000
5	Phomching	19590	13467
6	Tobu	14561	21756

4.15 No. of Schools & Higher Secondary Schools

Sl. No	Name of Schools	Total No.
1.	Government Schools	136
2.	Government Higher Secondary Schools	06
3.	Private Schools	7
4.	Private Higher Secondary Schools	5

4.16 No. of College

Sl. No	Name of Schools	Total No.
1.	Government college	01
2.	Private College	01

MITIGATION & CONVERGENCE STRATEGIES

5.1 MITIGATION PLAN

(Sector Wise Vulnerability Reduction Measures)

Type of Sector	Sub-Sector	Mitigation Measures	Responsible Department	Time Frame
Infrastructure Development	IEC activities	<ul style="list-style-type: none"> • Distribution of leaflets, posters & • Wall painting. • Awareness generation in School, Colleges, various competitions & rallies • Training to concerned department, DMTs, NGOs etc. • Conduct regular Mock Drill • Plantation Programme 	<ul style="list-style-type: none"> • District Administration • NGOs 	Through out the Year
	Road	<ul style="list-style-type: none"> • Identification/repair of main & alternative routes • Repair of identified vulnerable points • Conversion of pucca roads to village roads 	<ul style="list-style-type: none"> • Irrigation Dept., PWD & Dist. Adm 	During normal time
	Embankment	<ul style="list-style-type: none"> • Strengthening & raising the height of weak embankments, points • Storage of flood barrier materials like sandbags, bamboo's mat etc 	<ul style="list-style-type: none"> • Irrigation Department 	During Pre-flood season
	Bridges	<ul style="list-style-type: none"> • Regular maintenance of bridges & Culverts 	<ul style="list-style-type: none"> • PWD 	During normal period
	Safe Shelters	<ul style="list-style-type: none"> • Building of safe shelters • Maintenance of shelters • Identification of shelters like schools, community hall etc • Preparation of moulds & cattle shelters 	<ul style="list-style-type: none"> • District Admn • Health & Animal Husbandry Dept 	During Normal period
	Communication	<ul style="list-style-type: none"> • Ensure proper maintenance of Telephone, FAX, WLL phone, Wireless & VHS sets • Installation of VHS/HAM Radio in DCR 	<ul style="list-style-type: none"> • Telecom Dept. • Dist. Adm. • Police Wireless 	Normal Time
	Drinking Water and Sanitation	<ul style="list-style-type: none"> • Repair/arrangement of defunct tube wells • Arrangement of tankers • Installation of water supply system • Using disinfectants & ensure its regular use 	<ul style="list-style-type: none"> • PHE Dept. 	through out the Year

Type of Sector	Sub-Sector	Mitigation Measures	Responsible Department	Time Frame
	Power	<ul style="list-style-type: none"> • Ensure proper maintenance of Electric Sub Stations, power grids • Complete electrification throughout the district • Install Solar Lamps near safe shelters & ensure its maintenance • Ensure proper & safe electric connections to the consumers & from electric stand posts/ transformer 	• Power Dept	Through out the Year
	Technology Dissemination	<ul style="list-style-type: none"> • Ensure proper functioning of internet 	• Dist Adm. Telecom Dept	Through out the year
	IEC activities	<ul style="list-style-type: none"> • Distribution of leaflets, posters & wall painting • Conducting meeting/ workshop/ orientation to staff, volunteers etc • Awareness generation 	• H&AH	During normal period
	Vaccination	<ul style="list-style-type: none"> • Procurement & storage of vaccines • Regular vaccination of domestic animals • Procurement of Refrigerator for Veterinary Hospital • Regular disinfections of tube wells, wells, ponds etc 	• H&AH	During normal period
	Training	<ul style="list-style-type: none"> • Training on Health care, Sanitation, First Aid to staff, volunteers etc 	• H&AH, Dist Adm.	During normal time
Livelihood Sector	IEC activities	<ul style="list-style-type: none"> • Distribution of leaflets, posters & wall painting • Conducting meeting /workshop, training to staff, volunteers • Awareness generation 	<ul style="list-style-type: none"> • Agri. Dept • Horti Dept • Dist Adm • NGOs 	During normal period
	Agriculture	<ul style="list-style-type: none"> • Alternative cropping • Installation of LI Point • Crop insurance, Provision of credit facilities 	<ul style="list-style-type: none"> • Agri. Dept • Horti. Dept • Banks 	During normal period
	Livestock Farming	<ul style="list-style-type: none"> • Insurance 		
	Fishery			
	Horticulture	<ul style="list-style-type: none"> • Providing nursing raising training & Insurance facilities 	• Horticulture Dept	Normal Time
	IEC activities	<ul style="list-style-type: none"> • Distribution of leaflets, posters & wall painting • Conducting meeting /workshop, training to staff, volunteers • Awareness generation 	• Dist. Adm, Agri. Dept, Bank	Normal Time
	Infrastructure	<ul style="list-style-type: none"> • Maintenance of roads/ building • Maintenance of Dist level godowns 	• Dist Adm.	Normal time
	Life & Livelihood	<ul style="list-style-type: none"> • Insure insurance of life, livestock, crop & small business units etc 	• Dist. Adm, Insurance Co., Agri Dept, Bank, Veterinary Dept.	Normal Time

Type of Sector	Sub-Sector	Mitigation Measures	Responsible Department	Time Frame
	IEC activities, Relief & Rehabilitation	<ul style="list-style-type: none"> • Distribution of leaflets, posters & wall painting • Conducting meeting /workshop, training to staff, volunteers • Awareness generation programme • Renewal of Dist Plan at regular interval • Regular mock drill • Timely preparedness on dissemination of warnings, carry out search, rescue & evacuation operations • Shelters to victims • Protection to livestock • Carry out emergency relief operation • Clearance of debris & disposal of dead bodies & maintenance of sanitation • Damage assessment • Taking care of Starvation • Maintenance of law & order • Co ordinance & sharing of information 	<ul style="list-style-type: none"> • Dist. Adm, all line departments, NGOs 	Throughout the years

5.2 INTEGRATION PLAN

(Incorporation of all District Short/Long term Risk Reduction Plans on priority basis)

Type of Sector	Sub-Sector	Short/Long Term Mitigation Measures (Project particulars)	Name of Block	Time Frame	Program(scheme)/ Budget	Priority No	Status of progress/ Completion
Infrastructure Development	IEC activities						
	Road						
	Embankment						
	Bridges						
	Safe Shelters						
	Communication						
	Drinking water and Sanitation						
	Power						
	Technology dissemination						
Health/ Animal Husbandry	IEC activities						
	Vaccination						

	Training						
Livelihood Sector	IEC activities						
	Agriculture						
	Livestock farming						
	Fishery						
	Allied activities						
	Horticulture						
	Insurance	IEC activities					
Infrastructure							
Life							
Livelihood							
Planning & Response	IEC activities						
	Relief						
	Rehabilitation						

5.3 Targets of Sendai Framework

The Sendai Framework focuses on the adoption of measures which address the three dimensions of disaster risk (exposure to hazards, vulnerability and capacity, and hazard’s characteristics) in order to prevent the creation of new risk, reduce existing risk and increase resilience. The Sendai Framework for Disaster Risk Reduction 2015-2030 outlines seven global targets to guide and four priorities for action to prevent new and reduce existing disaster risks: (i) Understanding disaster risk; (ii) Strengthening disaster risk governance to manage disaster risk; (iii) Investing in disaster reduction for resilience and; (iv) Enhancing disaster preparedness for effective response, and to "Build Back Better" in recovery, rehabilitation and reconstruction.

It aims to achieve the substantial reduction of disaster risk and losses in lives, livelihoods and health and in the economic, physical, social, cultural and environmental assets of persons, businesses and communities over the next 15 years.

5.4 Achieve Sustainable Development Goals (SDGs)

To achieve the sustainable development goals the plan shall incorporate

SDG 1. End poverty in all its forms everywhere

SDG 3. Clean water and sanitation

SDG 11. Make cities and human settlements inclusive, safe, resilient, and sustainable

SDG 13. Take urgent action to combat climate change and its impacts.

policy makers should:

1. Shift to anticipation, prevention and risk reduction
2. Integrate and align risk reduction across the sustainable Development goals
3. Invest in disaster risk reduction at all levels
4. Develop strategic foresight for transformational change

5.6 People with Disabilities (PWDs)

While disaster threatens the well-being of people from all walks of life, persons with disabilities are especially vulnerable when disaster strikes. The following strategies are incorporated for risk reduction:

- a. Ensure that persons with disabilities have a seat at the table.
- b. Remove barriers to enable full participation of person with disabilities
- c. Increase awareness among governments on the need of persons with disabilities.
- d. Collect data that is inclusive of persons with disabilities.
- e. “Build back batter” by improving accessibilities for persons with disabilities.

CHAPTER VI

INCIDENT RESPONSE STRUCTURE (IRS) AND EMERGENCY OPERATION CENTER (EOC)

6.1 Introduction

The Incident Response System (IRS) is an effective mechanism for reducing the scope for ad-hoc measures in response. It incorporates all the tasks that may be performed during DM irrespective of their level of complexity. It envisages a composite team with various Sections to attend to all the possible response requirements. The IRS identifies and designates officers to perform various duties and get them trained in their respective roles. If IRS is put in place and stakeholders trained and made aware of their roles, it will greatly help in reducing chaos and confusion during the response phase. Everyone will know what needs to be done, who will do it and who is in command, etc. IRS is a flexible system and all the Sections, Branches and Units need not be activated at the same time. Various Sections, Branches and Units need to be activated only as and when they are required.

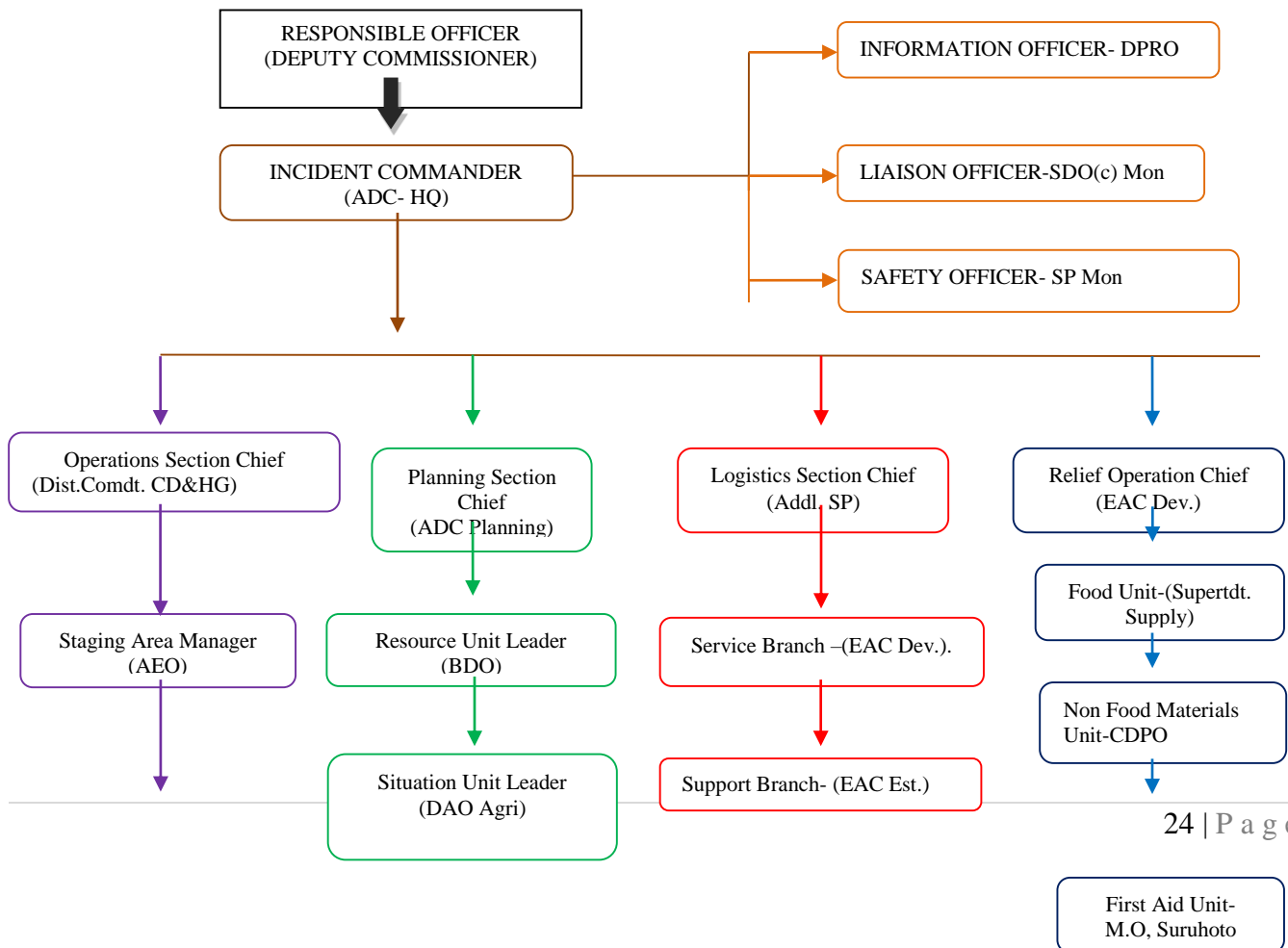
The main purpose of these Guidelines is to lay down the roles and responsibilities of different functionaries and stakeholders, at State and District levels and how coordination with the multi-tiered institutional mechanisms at the National, State and District level will be done. It also emphasises the need for proper documentation of various activities for better planning, accountability, and analysis. It will also help new responders to immediately get a comprehensive picture of the situation and go in for immediate action required.

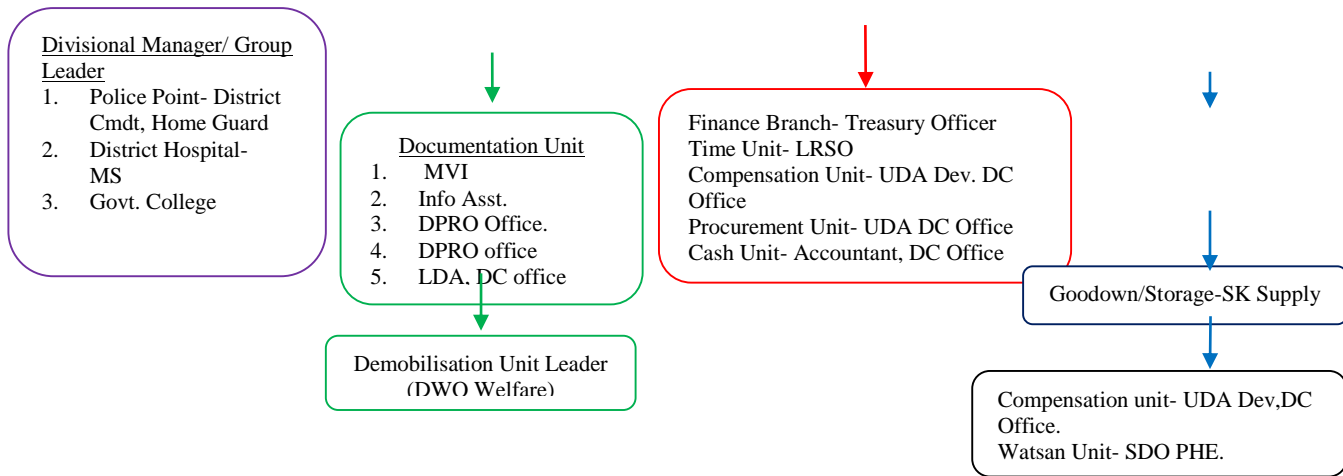
6.2 STRUCTURE OF INCIDENT RESPONSE SYSTEM (IRS)

SL. NO.	IRS POSITION	ABBV	OFFICER DESIGNATED
1	Responsible Officer	RO	Dy. Commissioner
2	Incident Commander	IC	Addl. Dy. Commissioner (HQ)
3	Dy. Incident Commander	Dy. IC	SDO (c) HQ
4	Nodal Officer (Air Operation)	NO	GM, NST
5	Liaison Officer	LO	SDO (c)
6	Information & Media Officer	IMO	DPRO
7	Safety Officer	SO	Superintendent of Police
8	Operation Section Chief	OSC	Dist. Comdt, CD&HG
9	Planning Section Chief	PSC	ADC (Planning)
10	Logistic Section Chief	LSC	Addl.S.P
1	Operation Section Chief	OSC	Dist. Comdt, CD&HG
2	Staging Area Manager	SAM	AEO, Election
3	Response Branch Director	RBD	ACP (HQ)
4	Division Supervisor/Group i.c	DS/G	Sub-Inspector CD&HG
5	Single Resource Unit Leader	SRUL	ABI (RHQ)
6	Strike Team/Task Force Leader	ST/TFL	OC. F&ES
7	Transport Branch Director	TBD	DTO (Transport)
8	Road Operation Group	RdOG	AS (NST)
9	Air Operation Group	ArOG	GM, NST
1	Planning Section Chief	PSC	ADC (Planning)
2	Resource Unit Leader	RUL	BDO (RD)
3	Situation Unit Leader	SUL	DAO (Agri)

SL. NO.	IRS POSITION	ABBV	OFFICER DESIGNATED
4	Documentation Unit Leader	DUL	DPRO (IPR)
5	Demobilization Unit Leader	DeUL	DWO (Welfare)
1	Logistic Section Chief	LSC	Addl. S.P
2	Service Branch Director	SBD	EAC (Dev)
3	Communication Unit Leader	ComUL	SDPO
4	Medical Unit Leader	MUL	CMO (H&FW)
5	Food Unit Leader	FUL	Superintendent of Supply
6	Support Branch Director	SuBD	EAC (Esbt)
7	Resource Provisioning Unit Leader	RPUL	EE PWD (R&B)
8	Facility Unit Leader	FcUL	DIO (NIC)
9	Ground Support Unit Leader	GSUL	SS (NST)
10	Finance Branch Director	FBD	Sr. Treasury Officer (North)
11	Time Unit Leader	TUL	LRSO (LR&S)
12	Procurement Unit Leader	PUL	ADC
13	Compensation/Claim Unit Leader	CCUL	SDO (c) Dev. / DPA (DDMA)
14	Cost Unit Leader	CUL	EAC (Dev)

6.3 INCIDENT RESPONSE TEAM STRUCURE





6.4 Basic Function/Staff of the IRS

The basic functional descriptions for key element in the District Incident Response are described below. Not all these functions need to be filled/activated in every disaster. But the ensemble of these functions represents all the key tasks which need to be accomplished in a well-planned and cost-effective manner. The functions form the crux of a successful disaster response effort execution

6.4.1 Command Staff

The Command Staff consists of Incident Commander (IC), Information & Media Officer (IMO), Safety Officer (SO) and Liaison Officer (LO). They report directly to the IC and may have assistants. The Command Staff may or may not have supporting organisations under them.

6.4.2 General Staff

The General Staff has three components which are as follows;

6.4.2.1 Operations Section (OS)

The OS is responsible for directing the required tactical actions to meet incident objectives. Management of disaster may not immediately require activation of Branch, Division and Group. Expansion of the OS depends on the enormity of the situation and number of different types and kinds of functional Groups required in the response management.

6.4.2.2 Planning Section (PS)

The PS is responsible for collection, evaluation and display of incident information, maintaining and tracking resources, preparing the Incident Action Plan (IAP) and other necessary incident related documentation. They will assess the requirement of additional resources, propose from where it can be mobilised and keep IC informed. This Section also prepares the demobilization plan.

6.4.2.3 Logistics Section (LS)

The LS is responsible for providing facilities, services, materials, equipment and other resources in support of the incident response. The Section Chief participates in development and implementation of the IAP, activation and supervision of Branches and Units of his section. In order to ensure prompt and smooth procurement and supply of resources as per financial rules, the Finance Branch has been included in the LS.

6.5 Accountability

In IRS, through a clear-cut chain of command it is ensured that one individual or Group is not assigned to more than one Supervisor. Through other procedures and use of various forms, accountability of personnel and resources are ensured. It makes the response effort absolutely focused and leaves no room for unsupervised activity. It helps maintain a complete record of all activities performed and resources deployed. The various procedures and forms in the IRS are as follows.

INCIDENT RESPONSE SYSTEM (IRS) FORMS:

IRS FORM	USAGE	TO BE IN POSSESSION/ FILL IN BY:-
001	Incident Briefing	IC
002	Incident Status Summary	IC, PSC
003	Unit Log	PSC, LSC (details/records of Form 004 to be maintained in this Unit Log)
004	Record of Performed Activities	Response BD, Info & Media Officer, Liaison Officer, Safety Officer, Staging Area Manager, Transport BD, Resource UL, Situation UL, Documentation UL, Demob. UL, SBD, Comm. UL, Medical UL, Food UL, Support BD, Resource Provisioning UL, Facility UL, Ground Support UL, Finance BD, Time UL
005	Organisation Assignment List	PSC, LSC, Response BD, Division Supervisor, TBD to circulate among the Group-in-charge, Procurement UL, Cost UL, Compensation UL,
006	Incident Check-in and Deployment List	Resource UL (Check-in/Status Recorder)
007	On Duty Officer List	OSC, PSC, LSC
008	Medical Plan	Medical UL
009	Communication Plan	Communication UL (OC wireless)
010	Demobilisation Plan	Staging Area Manager, Demob. UL

NB: After the forms being filled in by the Unit Leaders/Branch Directors, it should be submitted to the concerned Chiefs. The Chiefs will submit it to IC and IC will submit all the reports to RO (Deputy Commissioner). Eventually the RO will send all the detailed reports to State RO (Chief Secretary) station at State EOC via Email or through other means of communication.

6.6.1 Roles and Responsibilities of District Deputy Commissioner as Responsible Officer (R)**The District Deputy Commissioner / RO will:**

- i. Ensure that IRTs are formed at District, Sub-Division, Block levels and IRS is integrated in the District DM Plan as per Section 31 of the DM Act, 2005. This may
- ii. Be achieved by issuing a Standing Order by the RO to all SDOs, SDMs and BDOs;
- iii. Ensure web based / on line Decision Support System (DSS) is in place in EOC and connected with 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 EOC for response, command and control. For e.g., if there is any fire incident, the information should not only reach the fire station but also the EOC and the nearest hospital to gear up the emergency medical service;
- 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, Block levels, as and when required;
- vii. Appoint / deploy, terminate and demobilize 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 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 local 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 NO at the District level to organise Air Operations in coordination with the State and Central Government NO. 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 ESF is prepared and available with EOC and members of IRTs;
- xx. Ensure provision for accountability of personnel and a safe operating environment;
- xxi. In case the situation deteriorates, the RO may assume the role of the IC and may seek support from the State level RO;
- xxii. Mobilise experts and consultants in the relevant fields to advise and assist as he may deem necessary;
- xxiii. Procure exclusive or preferential use of amenities from any authority or person;
- xxiv. Conduct post response review on performance of IRTs and take appropriate steps to improve performance; and
- xxv. Take other necessary action as the situation demand

6.6.2 Roles and Responsibilities of Incident Commander (IC)

The IC will

Obtain information;

- Situation status like number of people and the area affected etc.
- Availability and procurement of resources
- Requirement of facilities like ICP, Staging Area, Incident Base, Camp Relief Camp etc.
- Availability and requirement of communication system
- Future weather behavior IMD
- Any other information required for response from all available sources and analyze the situation

6.6.3 Roles and Responsibilities of Liaison Officer (LO)

The LO is the focal point of contact for various line departments representatives of NGOs, PRIs and ULBs etc. participation in the response. The LO is the point of contact to assist the first responders, cooperating agencies, and line departments. Lo may be designated depending on the agencies involved and the spread of affected area.

6.6.4 Roles and Responsibilities of Information and Media Officer (IMO)

The IMO will:

- i. Prepare and release information about the incident to the media agencies and others with the approval of IC;
- ii. Jot down decisions taken and directions issued in situation of sudden disaster when the IRT has not been activated and hand it over to the PS 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. Coordinate with IMD to collect weather information and disseminate it to all concerned;
- vi. Perform such other duties as assigned by IC;

6.6.5 Roles and Responsibilities of Safety Officer (SO)

The SO's 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 authorized to stop or prevent unsafe acts. So may also give general advice on safety affected communities.

6.6.6 Roles and Responsibilities of Operation Section Chief (OSC)

On activation of the OS, 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 report to the IC. He will be responsible for activation, deployment, and expansion of his Section as per IAP. As the operational activities increase and because of geographical reasons, the OSC will introduce or activate and expand the Branch into Divisions for proper span of control and effective supervision.

6.6.7 Roles and Responsibilities of Transport Branch Director (TBD)

The TB in the OS supports the response effort by transporting different resources, relief materials, personnel to the affected site and also transportation of victims if necessary. Though there is a Ground Support Unit (GSU) in the Logistic Section which is responsible for providing all transportation and other related resources, the TB in the OS manages the actual deployment and utilization of the transport at ground zero according to the needs of the IRT and the IAP. The TB may comprise four operational Groups such as Road, Rail, Water and Air. These Groups may be activated as and when required. Air Operations is an important transportation activity during disasters which requires coordination at the National, State and District level. For coordination of Air Operations, the RO of the State and District will identify and designate a NO.

All functional Groups (Road, Rail, Water and Air) of the TB are managed by the TBD. Since the air transportation is to be coordinated at the State and District levels, the TBD also needs to function in close coordination with RO, IC and NO for Air Operations. He will collect the details of all related flights from the concerned NO and organize the ground support requirement. The TBD will also be responsible for the activation and expansion of various functional Groups as per the IAP.

6.6.8 Planning Section Chief (PSC)

The PSC is responsible for collection, evaluation, dissemination, and use of information. It keeps track of the developing scenario and status of the resources. In case of need, the PS may also have Technical Specialist for addressing the technical planning matters in the management of an incident. A list of such specialists will be kept available in the PS. The PSC reports to the IC and will be responsible for the activation of Units and deployment of personnel in his Section as per requirement.

6.6.9 Roles and Responsibilities of Demobilization Unit Leader (Demob. UL)

In the management of a large incident, demobilization can be quite a complex activity and requires proper and separate planning. When the disaster response is nearing completion, the resources mobilized for response need to be returned. This should be done in a planned and phased manner. Demobilization requires organizing transportation of both equipment and personnel to a large number of different places both near and far away. The Demob. Unit will prepare the demobilization plan in consultation with RO, IC and PSC. The plan should include the details of the responders to be demobilized, the date, mode of transport, location from where they will be demobilized, the destination where they have to finally reach etc. There will be a similar plan for out of service equipment and sick personnel also.

6.6.10 Logistic Section Chief (LSC)

The LS comprises Service, Support and Finance Branches. Structure and details of each Branch are shown in Fig. 10. The Section is headed by a chief known as the 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 specially facilitate speedy procurement, and proper accounting following financial procedures and rules.

CRISIS RESPONSE STRUCTURE OF THE DISTRICT

7.1 GENERAL ADVANCE PREPAREDNESS

District Administration

- 7.1.1 Tabling of District Disaster Management Plan:** A DDMP has been developed for reference by the District Administration in the event of a disaster. The plan aims at reducing loss of life, livestock and property etc and thereby serves as an instrument to reduce the impact of any natural hazard. The plan will be revised each year as for the requirement of needs and response in view of actual field situation and calamity.
- 7.1.2 Setting of Control Room:** The District Control Room is situated inside the premises of the Office of the Deputy Commissioner, Mon. The Control room shall remain functional for 24hours.
- 7.1.3 Storage and Stock Piling of Emergent Relief:** Rice, kerosene oil, dal, sugar, polythene sheets, fodder, and medicines will be stored in location which is vulnerable to disaster immediately after the first warning is received. PHE Dept will be ensuring that all drinking water sources like TWs & wells are checked, repaired and disinfectant are used regularly
- 7.1.4 Weak and Vulnerable Points:** - There are Nos. of weak and vulnerable points. Irrigation Dept will keep sufficient amount of sand bags in readiness to be pressed into service in case of piping or seepage found in weak points
- 7.1.5 Rainfall Recording Station:** A rainfall Recording Gauge and a register is available in the District Agriculture Office. The concerned Department is responsible of regular recording and dissemination of information to District Administration (Dist Control Room).
- 7.1.6 DDMC Meeting:** A District Disaster Management Committee (DDMC), headed by the Deputy Commissioner has been constituted in the district. During emergency, unlike normal period, the Committee will meet at shorter intervals and important decisions and instruction will be made and disseminated quickly to all stakeholders (District Staff, Line Depts, BDMC, VDMC and NGOs/CBOs).
- 7.1.7 Mock Drill:** In order to handle any eventuality with ease, Mock Drills will be conducted at all levels- District, Block and Village levels twice a year, especially before hazard season.
- 7.1.8 Awareness Generation:** Awareness programme on Community Based Disaster Preparedness (CBDP) will be conducted to counter disaster threat collectively and effectively and regular orientation to District, Block, DDMC, BDMC, VDMC, NGOs will also be carried out.
- 7.1.9 Selection of Flood or Cyclone Shelters /Mounds:** There are buildings belonging to Govt. and educational institutions for providing immediate shelter to the evacuated people from affected area
- 7.1.10 District Develop Programme:** DDMC will ensure that the Disaster Mitigation Plan is carried out effectively at all levels.
- 7.1.11 Line Departments Meetings:** Ensuring meeting of all line Departments in the District on natural calamity before and after hazard season by the Deputy Commissioner is a must.
- 7.1.12 Transport:** Line Depts. having vehicle will keep these in road worthy conditions. Other variables like tyres, tubes, diesel, petrol, bulbs and other important parts of the vehicle will be kept in readiness.
- 7.1.13 Liaison:** Liaison with Army, Civil Defense, Home Guards, NCC, NGOs and other charitable organisations should be a regular activity of the DC.
- 7.1.14 Alternative Communication and Road Net Works:** The District will be equipped with alternative Tele communication such as VHF, Wireless, WLL, HAM Radio Sets etc. Alternative energy sources like generator, solar energy etc should be ready.
- 7.1.15 Provision of Rescue Kits:** Rescue Kits will be arranged in consultation with Civil Defense Department. Volunteers will be trained and mock drills will be organized regularly.

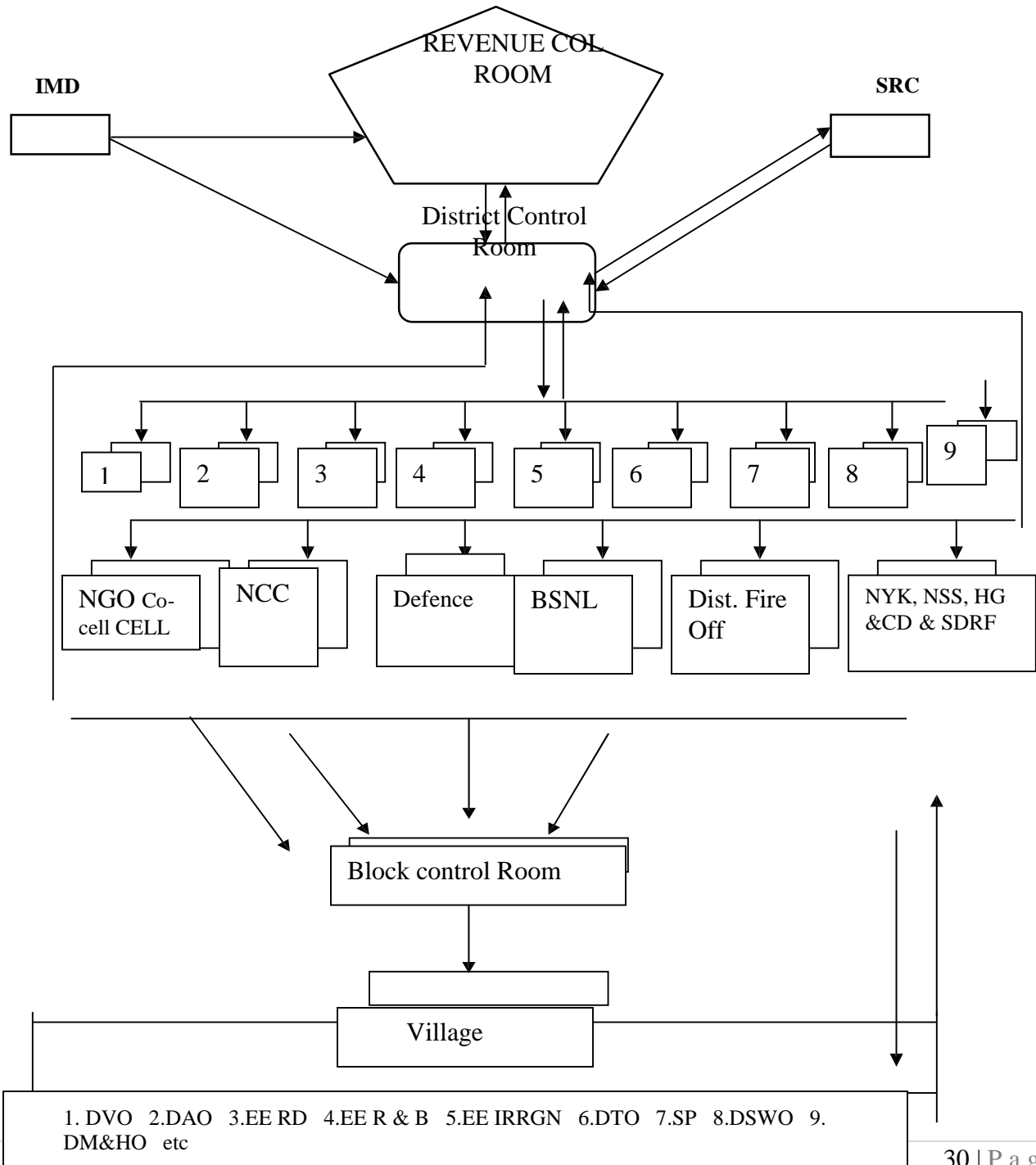
7.1.16 Monitoring and Evaluation: The DDMC will sit well before onset of hazard season to take stock of the things, make necessary arrangement for proper monitoring and evaluation.

7.1.17 Report /Stock taking of all Line Departments: In the Pre disaster meeting all the Depts. Will submit their report on “advance preparation” taken of by themselves for incorporation of the same in the District Plan.

7.1.18 Population Registration: - Every new born baby and the name and address of the deceased has to be registered in the village. The District and the Block should have the family wise list of its population. The Anganwadi Workers would assist in preparation of the list.

7.1 EMERGENCY OPERATION CENTRE (EOC)/CONTROL ROOM OPERATION

DISTRICT CONTROL ROOM AND LINKAGES WITH OTHER CONTROL ROOMS AT THE STATE AND WITHIN THE DISTRICT



7.2. DISTRICT CONTROL ROOM AND LINKAGES WITH OTHER

7.2.1 Establishment and location of EOCs

The EOC will be set up in the office of the DC.

7.2.2 Concept of Operation of EOC at the District Level

- The Deputy Commissioner at the district level or his/her designee will initiate the activation of emergency services of the EOC.
- The EOC will be manned by a skeleton staff throughout the year. In the event of emergency, it will be fully activated with participants from key departments like Health, Agriculture, Veterinary, Police, Civil Defence etc, apart from the personnel belonging to the Revenue Department.
- The DC will announce the alternative location in case the District EOC is affected by any eventuality/emergency.
- Nodal officers of various depts. posted at the EOC will be responsible for maintaining communications through radio and telephone with their respective departments at the District and Block levels.
- The DC will requisition necessary staff as required for effective functioning of the EOC during the time of emergencies

7.2.3 Organizational set up of EOC

EOC in charge: While the DC will be overall in charge of the EOC, the day –to –day operations of the EOC will vest with an official in charge of Disaster Management of the Revenue Deptt. & he will be responsible for assisting the DC and other nodal officers for overall coordination and effective functioning of the EOC.

The State Government will take steps for establishing EOCs as per GoI-MHA guidelines in the district H.Q., where all the Emergency Support Functions (ESFs) will be located during emergencies

7.2.4 Communication Section:

The hotlines, V-SAT and wireless communication will be established at the EOC at the District level with the following:

- SNA/SRC
- Police
- Local Army and Airforce Command
- Related Departments (Primary Agencies)
- BDOs
- Civil Defence

7.2.5 Tasks for all EOCs

- Determine policies during disaster and post disaster period
- Adjudicate conflicting, claims and /or request for emergency personnel, equipment, and other resources
- Designate responsibilities and duties, as necessary to maintain the optimal use of resources
- Provide operating units with requested resources for sustained operations
- **Maintain** documentation of resource allocation and availability

7.2.6 Reference Materials in District Control Room

- District Disaster Mitigation Plan
- Copy of all Block Disaster Mitigation Plan
- Control Room Duty Roaster
- Register for in and out messages
- Gauge Reading Register
- Rainfall Register

- Guard file of all – important circulars relating to disaster
- Master list of all Blocks and villages with population.
- List of all shelters with Aerial Locations
- List of all NGOs in the District
- List of all Important Telephone numbers
- Daily situation report registers
- All other printed / documented lists in the District Disaster Management Plan

7.2.7 Hardware in the District Control Room

- One P4 Computer with Printer and Internet facility
- One VHS set with Battery
- One Fax Machine
- One Emergency Light
- Land Line Telephone
- 1000W Genset
- Petromax light
- Four Wheeler (Jeep)

7.2.8 PROFORMA FOR “IN” MESSAGE REGISTER

Sl. No	Date	Time of receipt	In Message Sr. No.	Received From	Address to	Message Transferred to	Copies to	Mode (WL/ Tel/Message) of receipt	Instruction /follow- up to be done
01.									

7.2.8 PROFORMA FOR “OUT” MESSAGE REGISTER

Sl. No	Date	Time of Dispatch	Out Message Sr. no.	Related in Message No. if	Address from:	Address to	Copies to	Mode (WL/ Tel/ Message) of	Instruction /follow- up to
01.									

7.3 STANDARD OPERATING PROCEDURE FOR DISTRICT CONTROL ROOM/EOC

7.3.1 Operational Timing: The District Control Room should be functional for 24hours.

Officer in charge of the District Control Room:

Operational Timing: JUNE to DECEMBER Every Year

Normal	Warning	Post
6AM – 8AM 6PM – 8AM	24 HOURS	24 HOURS

7.3.2 Control Room Operation

OPERATIONAL TIMING			PERSONNEL DEPLOYMENT			NAME OF THE RECORD	EQUIPMENTS
Normal	Warning	Post	Designation	Departme	Time		

7.3.3 Personnel Deployment in Control Room:

Days	7am to 12 Noon	12 Noon to 5pm	5pm to 10pm	10 pm to 7am
MONDAY				
TUESDAY				
WEDNESDAY				
THURSDAY				
FRIDAY				
SATURDAY				
SUNDAY				

7.3.4 Emergency Warning Message

EMERGENCY WARNING MESSAGE NO.	Dt.
To	
Info	
(Space for message)	
(Priority) Deputy Commissioner	

7.3.5 Checklist

- Alert all field Officers: Alert all the field officers to remain in the HQ
- Call up the Officers
- Prepare a logbook
- Food and kerosene
- Check availability of sand bags
- Vehicles: Requisition
- Empower field Officials for requisition of vehicles.
- Close educational institutions after making an assessment of the magnitude of the emergency.
- Veterinary measures
- Air dropping zones
- Each JE of RD, R&B & irrigation on the spot.
- Assessment of Relief items
- Civil society organisation
- Press briefings

		TOTAL	AFFECTED	REMARKS
1	Blocks/ towns			
2	Villages			
3	Population			
4	Severely affected areas			
5	Rescue measures			
	Army			
	Police/ Fire brigade			
	Other agencies			
	Exemplary events			
6	Relief measures	Qty/Beneficiaries	Villages covered	Days covered
	Free Kitchens			
	Rice			
	Chuda			
	Other dry food			
	Kerosene Oil			
	Polythene sheets			
	Tents			
	Cattle feed			
	Halogen tablets			
	Medicines			
7	Casualties			
8	Missing reports			
9	Bovine death			
10	Civil Society Organizations			
11	Damage to property	Number	Approx Value	
	I. Roads			
	II. Embankment breaches			
	III. Schools			
	IV. Other public buildings			
	V. House damage			
	VI. Electrical installations			
	VII. Others			
12	Prospects in next 24 hours			
13	Message for people			
14	Other details			

- Message to public over all India radio should be specific.
- Regular contact at intervals with, Home Secretary, Revenue Secretary, PS/ Secretary/ Addl. Secretary to Chief Minister, Chief Secretary and Health Secretary.

- Written orders shall be issued for identifying places for starting free kitchens for at least 3 days.
- Keep spare copies of district maps. Jurisdiction maps of all irrigation divisions shall be kept ready in good numbers.
- Place requisition with S.P for supply of temporary VHF sets for DM&HO, DVO, EE- Irrigation, DAO & BDO, PWD etc
- Contact State Control Room/ Indian Meteorological Department.
- Requisition all IB/ Rest sheds.
- Requisition School/ College for Army/ Police forces.
- Direct all field officers to hire generators and keep sufficient oil for running them.
- Direct all police stations to keep spare batteries for VHF.
- Looking at the onset of emergency and after making quick preparations, convene Emergency meeting of important official and non-official agencies. Give them clear instructions on the above manner.
- Make a Duty Roster of Important Officials for uninterrupted functioning of DCR & immediate implementation of the relief/Rescue Programme

7.3.6 Records and Equipments of District Control Room (DCR)

Name of the Record	Equipments	Govt./ Private

7.3.7 Activities of District Control Room:

Normal Time

- Identification of Vulnerable areas.
- Encourage the State/District/Block level officials for preparation of Disaster specific mitigation plans.
- Preparation / Renovation of District Disaster Mitigation Map
- During normalcy it works as information center.
- Availability of Disaster Management Plan.
- Formation of response group & task forces for handling situations during disasters.
- Warning and communication equipment to be kept function.
- Collect information regarding disaster related rules & regulations.
- Deploy a senior level officer for in charge of the control room.
- Staff development training on use of sophisticated communication system
- In and out record for control room
- Radio / potable T.V with battery connectivity
- Delegation of responsibilities
- Display of charts and figures
- Mock Drill

Activities after Receiving Warning

- After receiving the message the rescue team must be alert and immediately start the relief operation with the help of NGOs.
- They should try to contact the police, radio, fire station and food supply department.
- All the members of the DMTs should be informed to disseminate the warning and the message in the community level.

- All the NGOs and Self Help Group should be contacted for their involvement.

During Disaster

- The daily rainfall will be recorded in the rainfall register and transmitted to DC and ADC daily.
- Message received from police VHF will also be transmitted to concerned departments for taking immediate action. In case of emergency, the officers in charge of the control room would immediately disseminate the information to all the block
- Quarters through telephone/ WLL /Specials messengers

Activities Post Disaster

- A list should be prepared of affected families.
- Affected villages should be provided water and food as soon as possible.
- Houses/people submerged or surrounded with water should be rescued first with the help of the rescue team.
- Houseless family affected by disaster should be send to shelter homes, and partially collapsed houses should be provided tents and tarpaulins.
- Carcass disposal team should clear the dead bodies and carcasses.
- A list should be prepared of missing persons.
- Rescue team should help evacuees especially children, disabled, pregnant women, sick and old.

7.4 COMMUNICATION & MEDIA

The following tabular form ensures media involvement at different hierarchy of administration.

District level - ADC, DPRO

Sub-Div. Level- ADC/SD0(C).

7.5 IDENTIFIED LOCATIONS FOR INSTALLATION OF VHF

Sl. No	Location for Installation of VHF Systems
1.	
2.	

7.6 CHECK LIST FOR CONTROL ROOM

- Assessing of duty.
- Maintain inventory of resources.
- Share relevant information/furnish information which required for.
- Service division and assign duties.
- Receive information on a routine basis and record.
- Receive preparedness report from various relevant dept.
- Basing on the reports, provide feedback to the district authority and others.
- Vulnerable area map displayed.
- Important Phone numbers.

7.7 DEPARTMENT WISE RESPONSE STRUCTURE

7.7.1 Actions by the Deputy Commissioner

The D.C. will be the Response Coordinator at the district level. He will be responsible to the SRC for the effective coordination of resources or services within the district. The roles, responsibilities and duties of the District Response

Coordinators are:

- 1) Operationalise the E.O.C.
- 2) Undertake assessment of situation.
- 3) Co-ordinate with E.S.F. Depts./Agencies for provision of emergency relief and supply.
- 4) Ensure that consideration has been given to:
 - alerting the public to existing and potential dangers arising from serious emergency
 - The need for evacuation
 - Other public information
- 5) Review and dispatch situation reports to the SRC
- 6) In an emergency, arrange to provide requested resources to the BDOs from:
 - Within the District
 - Outside the District through the SRC
- 7) In the event of uncertainty, determine which agency is to perform its statutory response role within the District or within a specified area of the District, where more than one agency/department is empowered to perform that role.
- 8) In the event of imminent disaster or the event occurring he will take following action:
 - ◆ Set up information desks at critical locations
 - ◆ Concerned officers in Revenue, Public Health, agriculture, veterinary, Police, Power, Telecom, PHE, C&RD, R&B, Irrigation, PWD, Civil Supply, to be called to fulfil their respective ESF function.
 - ◆ Concerned departments will be directed to get ready with emergency tool kits and necessary personnel
 - ◆ It will be ensured that all officers remain in headquarters until the situation gets back to normal.
 - ◆ Arrangements for generators, radios, batteries, extra vehicles, Satellite telephones;
 - ◆ Assessment of relief materials required will be made
 - ◆ Adequate fuel for generators and vehicles;
 - ◆ Availability of food and kerosene at block head quarters, storage agents and other inaccessible pockets;
 - ◆ Stock piling of relief materials/ ORS packets at strategic points;
 - ◆ Private stockists/ wholesalers and godowns will be directed to remain open till the situation gets back to normal
 - ◆ Adequate number of small and big vehicles will be immediately requisitioned and kept in readiness
 - ◆ Vaccines and fodder stock available with the veterinary department.
 - ◆ A rapid assessment of the medicines, bleaching powders and tablets will be made and if necessary, more will be requisitioned immediately
 - ◆ Start movement of medicines to hospitals, other points lacking adequate stock
 - ◆ If needed, all the educational institutions will be closed
 - ◆ Lat-long book will be kept handy for identifying the probable air dropping zones and preparation of a list of villages where air droppings may be needed.
 - ◆ Spare copies of block maps will be kept ready
 - ◆ Civil society organisations will be alerted and a plan of action for working in coordination with Govt. functionaries will be drawn up.
 - ◆ After quick review of the preparations taken, emergency meeting of important officials and non-Govt. agencies will be convened and clear instructions will be given about their expected role
 - ◆ Arrangements for evacuation;

- ◆ Registration of persons evacuated or otherwise affected.
- ◆ Provision of relief needs of evacuees where necessary.
- ◆ All search and rescue agencies and volunteers pressed into service.
- ◆ Provision of medical treatment / first aid.
- ◆ Fact gathering for inquests or judicial inquiries.
- ◆ Maintenance of law & order
- ◆ Briefing the press at regular intervals.
- ◆ Maintenance of proper records.

7.7.2 Action by the Administrative Officer

The Administrative Officer will be the Emergency Response Coordinator at the block level. The responsibilities and duties of the Block Coordinator will be to:

- ◆ Ensure that immediate relief provisions are available and their movement activated in the event of an emergency
- ◆ Regularly apprise the District D.C. if the emergency, cannot be controlled within his/her resources.

ON OCCURRENCE OF AN EMERGENCY, HE WILL TAKE FOLLOWING ACTION:

1. Arrangements for generators, radios, batteries, extra vehicles, Satellite telephones to meet emergency situation will be made
2. Adequate fuel for generators and vehicles will be arranged
3. Godowns for storage of relief materials and parking places for trucks carrying relief materials will be inspected
4. Availability of food and kerosene at block head quarters, storage agents and other inaccessible pockets will be checked
5. Private stockists/ wholesalers and godowns will be directed to remain open till the situation gets back to normal
6. Stock piling of relief materials/ ORS packets at strategic points will be ensured.
7. A rapid assessment of the medicines, bleaching powders and halogen tables will be made and if necessary, more will be requisitioned immediately
8. Start movement of medicines to hospitals, other points lacking adequate stock
9. Location of sites for operation of camps will be identified
10. Adequate number of small and big vehicles will be immediately requisitioned and kept in readiness
11. Position of boats already deployed will be assessed and if necessary additional boats will be requisitioned
12. Assessment of vaccines and fodder stock available with the veterinary department will be made
13. Lat-long book will be kept handy for identifying the probable air dropping zones and preparation of an advanced list of villages where air droppings may be needed will be made available
14. Necessary arrangements for evacuation will be made
15. All search and rescue agencies and volunteers will be alerted/pressed into service
16. Provision of medical treatment / first aid.
17. Registration of persons evacuated or otherwise affected.
18. Provision of relief needs of evacuees, where necessary.
19. Maintenance of law & order
20. Fact gathering for inquests or judicial inquiries.
21. Maintenance of proper records.

7.7.3 Emergency Support Functions (ESFs) in managing response to disaster.

The ESFs, comprising of various supporting agencies/depts., will manage and coordinate specific kinds of assistance, which are common to all types of disasters. For each ESF there will be a lead department or agency responsible for the delivery of goods and services to the disaster area. These lead agencies could be supported by a number of other department/agencies. The proposed agencies performing the ESFs will identify requirements, mobilise and deploy resources to the affected areas and assist the districts in their response action under ESFs. The ESFs will come into operation on either receipt of warning of an expected calamity or in the event of a sudden emergency. The responsibilities, initial activities on receipt of warning and minimum standards for each ESF are given in Table-A. The details of the primary and support agencies for each type of ESF are given below in Table

Table-A

<p>1-Early warning</p>	<ul style="list-style-type: none"> • Setting up Control Room and monitoring it round the clock • Arrangement of vehicle and sound system for information dissemination • Proper record keeping and transmission of information to all the level • Ensure functioning of warning system & communication systems • Create awareness with the target groups
<p>2-Evacuation</p>	<ul style="list-style-type: none"> • To warn people about the impending danger & to leave for safer places. Mobilize people to go to identified/safer shelter • Organize trained task force members. • To co-ordinate with civil defence-NGOs/Secy. Rajya Sainik Board/Police for support. • Arrangement of boats/vehicles etc. for evacuation. Deployment of Boats for evacuation • Evacuate people of marooned areas and administer emergent relief. • Deployment of police for maintaining law & order & peace keeping during evacuation
<p>3- Search and Rescue</p>	<ul style="list-style-type: none"> • Deployment of Police/Fire Brigade for search and rescue. • Co-ordination with the NCC/NSS/Civil Defence/Rajya Sainik Board etc. for rescue operation. • Ensure availability of the rescue materials. • Prepare inventory of shelter places and map indicating the shelter centres. • Provide & arrange Rescue kit at risk areas
<p>4-Medical aid</p>	<ul style="list-style-type: none"> • Deployment of Medical staff • Stock piling of Life saving drugs/ORS packets/Halogen tablets. • Protocol on medical aid • Treatment of the injured persons and Transportation of the injured to hospitals. • Awareness message to stop the outbreak of epidemics • Disease surveillance and transmission of reports to the higher authorities on a daily basis • Vaccination • Constitute mobile teams and visit the worst affected areas. • Disinfections of Drinking water sources. • Identification of site operation camps. • To obtain/transmit information on natural calamities to District Control Room. • Advance inoculation programme in the flood/Cyclone prone areas. • Arrangement of fodder/medicines for the animals Vaccination, site operation camps, Carcasses disposal

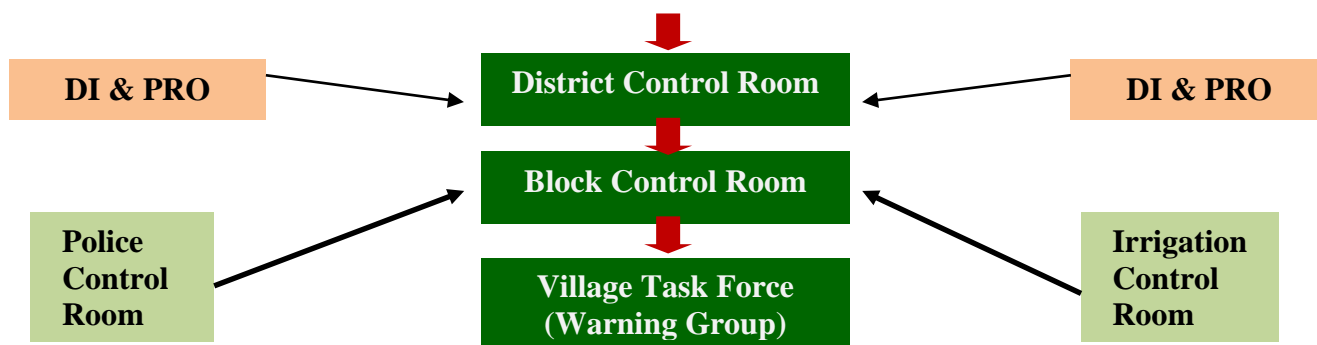
<p>5-Shelter Management</p>	<ul style="list-style-type: none"> • Identification of Shelter/Temporary shelter at appropriate places and arrangement of tents etc. • Arrangement of Food/Drinking water/Medicine in the shelter places. • Arrangement of transportation • Arrangement for safe shelter for animals • Providing the lighting facilities for shelter places • Deployment of Police Personnel • Temporary supply of safe drinking water
<p>6-Emergent Relief/Free Kitchen Operation</p>	<ul style="list-style-type: none"> • Deployment of vehicle • Procurement and transportation of Relief materials to affected pockets/areas • Provision of kitchen in the shelter camps & affected areas. • Assigning of free kitchen in the shelter camps & affected areas. • Assigning responsibilities to officials for distribution of emergent relief/running of free kitchen. • Coordinating with the NGOs/Other voluntary organization & PSUs / UNDP/ REDCROSS etc for continuing Relief Operation • Monitoring
<p>7- Water Supply and Sanitation</p>	<ul style="list-style-type: none"> • Ensuring supply of safe drinking water arrangement for supply of safe drinking water • Disinfectant for purification of water • Arrangement of mobile team and assigning specific operational area for supply of water • Involvement of volunteers/village level workers inaccessible pockets health awareness campaign
<p>8-Infrastructure Restoration</p>	<ul style="list-style-type: none"> • Formation of task force with specific equipments • Assigning responsibilities for specific areas. • Emergency cleaning of debris to enable reconnaissance. • Coordinate road-cleaning activities to assist relief work • Begin clearing roads, assemble casual labour provide a work team carrying emergency tool kits. • Towing vehicles, Earth moving equipments, cranes, construct temporary roads • Keep National & other Highways clear from disaster effects. • Damage assessment & Monitoring

Table-B

ESF No.	Service Function	Primary Agency	Support Agencies
1	Communication	State Relief Commissioner	<ul style="list-style-type: none"> • S.P. Signals • Doordarshan • All India Radio • Department of Telecommunication • IMD • Army
2	Public Health	Departments of Health and Family	<ul style="list-style-type: none"> • Army • Health NGOs

		Welfare	<ul style="list-style-type: none"> Department of Transport
3	Transport	Transport Department	<ul style="list-style-type: none"> Home Department Army MTC Pvt. Association of Buses & Taxis.
4	Power	Department of Power	<ul style="list-style-type: none"> MeSEB Army
5	Search and Rescue; Evacuation	DG, Police	<ul style="list-style-type: none"> Fire brigade Civil Defence Army NGOs
6	Restoration of Infrastructure	Public Works Dept.	<ul style="list-style-type: none"> C&RD PHED
7	Relief Supplies and Food	Revenue Department/District Administration.	<ul style="list-style-type: none"> Food & Civil Supplies Department Department of Transport NGOs
8	Water Supply and Sanitation/	PHED	<ul style="list-style-type: none"> Army NGOs
9	Animal Health	Veterinary Deptt	<ul style="list-style-type: none"> NGOs
11	Shelter	Housing Deptt	<ul style="list-style-type: none"> Urban Affairs Department C&RD NGOs
12	Media	Dept. of Information and Public Relations	<ul style="list-style-type: none"> Revenue Deptt.

EARLY WARNING DISSEMINATIO



Department	A. Early Warning Dissemination Response System			
	Preparedness	Pre (after Warning)	During Disaster	Post Disaster
District Adm.	<ul style="list-style-type: none"> • Vulnerable and risk assessment map • Cut off areas with safe route map • Storing facilities • List of dealers for food • List of volunteers • Control room set up • Boat and transportation for rescue • Transportation for food supply • Pre-positioning of staff • Site operation centers/staff • Evacuation and rescue of people • Coordination and linkage • Damage assessment • Address and telephone list • Alternative communication system • Pulling resources from out side if required • Having network with neighboring District 	<ul style="list-style-type: none"> • Cancellation of all leaves with instruction to the concerned person to join HQ immediately • Arrangement/ requisition of Vehicle • Organize emergency meeting of DDMC and inform all to remain alert. • Maintenance record for information generation and dissemination • Ensure functioning of DCR & assigning of duty to respective staff. • Ensure relief items are in place. 	<ul style="list-style-type: none"> • Dissemination of information regarding weather forecast, possible rain to the Officers and volunteers. • Try to check rumors. • Rain recording and submission of report. • Collection of information of gauge reading, make spot visit to see weak/vulnerable points, constant hourly contact with Irrigation Dept., dispatch of sand bags to weak points. 	<ul style="list-style-type: none"> • Relief distribution. • Damage assessment should be done. • Arrangement of transportation. • Provision of drinking water. • Rehabilitation & Reconstruction.

<p style="text-align: center;">Police</p>	<ul style="list-style-type: none"> • Ensuring functioning of the warning system • Ensure that Mock Drills are conducted at all levels • Train volunteers through mock drill for search & rescue operation <ul style="list-style-type: none"> • Formation of teams • Delegation of areas • Formation of Zones and Sub zones. 	<ul style="list-style-type: none"> • Keeping close contact with DC • Deploy personnel to guard vulnerable places. • Alert all Police Officers to remain at the HQ. 	<ul style="list-style-type: none"> • Collection of vital information. • Inform DC after getting authentic message. 	<ul style="list-style-type: none"> • Coordinate rescue & evacuation. • Maintenance of Law & Order • Arrange security at relief camps. • Arrangement for post mortem of dead person & legal procedure for speedy disposal
<p style="text-align: center;">Revenue</p>	<ul style="list-style-type: none"> • Holding of natural calamity meeting before hazard season <ul style="list-style-type: none"> • Joint inspection. • Formation of Zones & Sub Zones. • Review progress • Arrangement of boats & transport based on the risk arrangement for evacuation • Provision/arrangement of rescue kit at risk prone area <ul style="list-style-type: none"> • Equipments to be ready • Formation of teams • Delegation of areas. 	<ul style="list-style-type: none"> • Close contact with DC. • Informing all concerned/ public through revenue field Functionaries • Alert revenue officials to remain at the HQ. 	<ul style="list-style-type: none"> • Collection on the spot report from field functionaries • Dissemination of day to day position about the disaster at all levels <ul style="list-style-type: none"> • Liaison with State and Block. 	<ul style="list-style-type: none"> • Collection on the spot report from field functionaries • Dissemination of day to day position about the disaster at all levels • Liaison with State and Block.

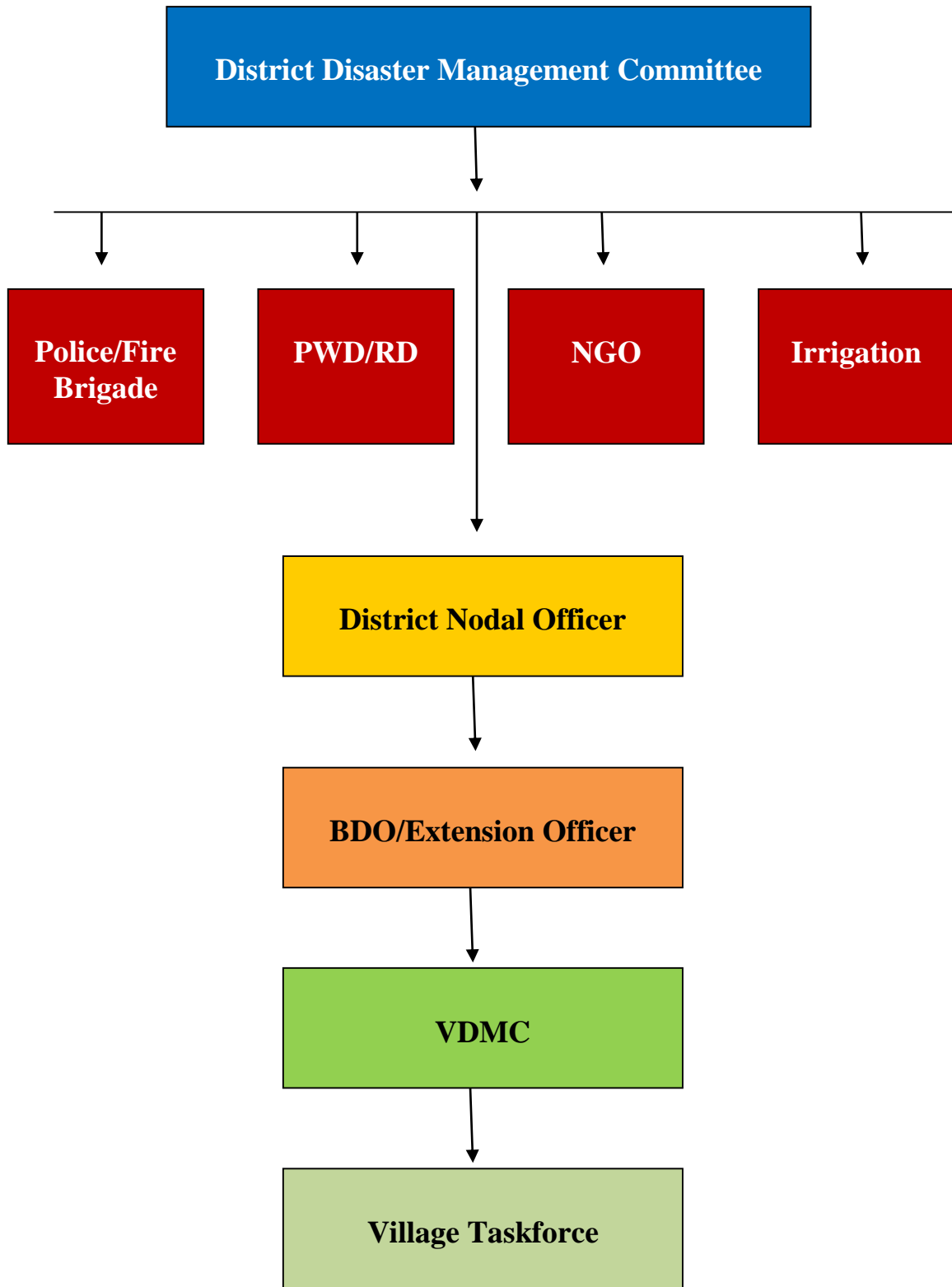
<p style="text-align: center;">Health</p>	<ul style="list-style-type: none"> • Stock position of live saving drugs, ORS, IV fluids and other equipment • Distribution of ORS, Halogen to field areas • List of contact address of field staff • List of volunteers • List of AWW • List of epidemic/risk prone areas • List of site operation areas • Mobile health unit • List of Dist./ health control rooms • List of private and local doctor • Awareness through propagation of healthy practices during the disaster time • Trained the village taskforces on use of medicine and first aid • <i>f</i> Daily disease report • collection and analysis • <i>f</i> Preventive measures • <i>f</i> Taking help of others/dist • <i>f</i> Registration of Birth/Death • and other vital events. 	<ul style="list-style-type: none"> • Direct Medical & Paramedical staffs to join HQ immediately • Settings of a Control Room & will be kept operational for 24 hours. • Delegation of duties/ area distribution. • Requisition of vehicle • Meeting of MOs/ Supervisors • Record keeping. 	<ul style="list-style-type: none"> • Attend to injured Person. • Advocate mobile Health units. 	<ul style="list-style-type: none"> • IEC activities on maintenance of health and sanitation. • Attend injured person • Send sufficient stock of medicines to the affected areas. • Ensure purity of water by testing the sources of water. • Shift seriously injured people to hospitals.
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Irrigation	<ul style="list-style-type: none"> • Stock piling of repair materials like sand bags, bamboo at vulnerable points [Place name] etc. • Provision of guarding of weak points • List of volunteers • Taking help of community for maintenance of the embankments • Taking proper measures for protecting the weak points • Co-ordinating with others • Equipments to be ready • Arrangement of vehicle • Delegation of areas. • Contact nos./ address of staff / officers 	<ul style="list-style-type: none"> • Cancellation of all leaves with instruction to the concerned person to join HQ immediately • Arrangement/ requisition of Vehicle to vulnerable areas • Maintenance record for information generation and dissemination • Ensure tube wells, wells are in perfect condition. • Coordinate with Dist. Adm. • Deployment of Officers & volunteers to vulnerable area. • Rain recording & submission of report to District Control Room. • Important telephone nos. 	<ul style="list-style-type: none"> • Deployment of officers & volunteers to vulnerable area. • Provision of equipments. • Coordinate with Dist. Adm. 	<ul style="list-style-type: none"> • Assist the Dist. Adm. In search & rescue. • Repairing of collapsed bridges etc.
PWD	<ul style="list-style-type: none"> <i>f</i> Identification of weak points <i>f</i> Repair of weak roads/structures/canals before hazard season. <i>f</i> Stockpiling of building material <i>f</i> Arrangement of equipments for roads clearance. 	<ul style="list-style-type: none"> <i>f</i> Suspension or cancellation of leaves & instruct the concerned person to join HQ immediately <i>f</i> Arrangement of all important line & number in order. <i>f</i> Maintenance of record for information generation & dissemination. Coordinate 	<ul style="list-style-type: none"> <i>f</i> Provision of equipments for road clearance. 	<ul style="list-style-type: none"> • Help in search & rescue. • Provide all the available resources & manpower. • Make arrangement for repair of roads, bridges etc, ensure free flow of vehicles

		with District Adm. Clearance of roadside dead trees posing threat to communication life & electricity		
PHE	<i>f</i> Installation of Tube wells <i>f</i> Site visit and report preparation <i>f</i> Awareness generation for using bleaching powder <i>f</i> Supply of drinking water during emergency <i>f</i> Arrangement of equipments <i>f</i> Area wise deployment of staff	<i>f</i> To inform all staff members to report to their respective HQ <i>f</i> Close contact with DC. <i>f</i> Arrangement of water tankers <i>f</i> Procurement collection of water purifiers <i>f</i> Stockpiling of accessories <i>f</i> Repairing of defunct tube wells <i>f</i> Raising platform/ height of the tube wells in low- lying areas.	<i>f</i> Provision of drinking water.	<ul style="list-style-type: none"> • Repairing of water pipes/ water supply/ water tanks in case of damage. • Provision of drinking water to the relief camps • Give advice to people how to use bleaching powder in drinking water.
AH Dept.	<i>f</i> List out staff members with contact address. <i>f</i> Vaccination of cattle population <i>f</i> Provision of supply of yearly medicines <i>f</i> Arrangement of vehicle for uninterrupted mobility <i>f</i> Arrangement of mobile health units inaccessible areas <i>f</i> Health awareness campaign	<i>f</i> On receipt of warning ask all the staff to join duty immediately <i>f</i> Deployment of staff to the inaccessible areas <i>f</i> Regular maintenance of records <i>f</i> Coordination with higher authorities	<i>f</i> Record keeping <i>f</i> Information dissemination to concerned quarters <i>f</i> Maintenance of regular flow of information.	<ul style="list-style-type: none"> • Help to carry out search & rescue work • Send mobile team with necessary equipments in case of cattle death are there in the affected areas for the disposal of carcass. • Treatment of injured cattle.

Electricity Dept.	<ul style="list-style-type: none"> <i>f</i> Regular identification of the faults <i>f</i> Regular checking & repair of weak points/Transformers <i>f</i> Stockpiling of equipments/accessories <i>f</i> Skill development training/orientation <i>f</i> Precautions/ protections near high voltage electric equipments installed <i>f</i> Stopping illegal consumption of electricity. 	<ul style="list-style-type: none"> <i>f</i> Alert all staff to get back to their respective HQ <i>f</i> Retrofitting of weak points if found <i>f</i> Disconnection of electricity in the event of an emergency <i>f</i> Arrangement of alternative energy sources such as generator and fuel. 	<ul style="list-style-type: none"> <i>f</i> Deployment of officers and staffs to the affected areas. <i>f</i> Arrangement of equipments and resources <i>f</i> Consult the Dist. Adm. to discontinue the supply in case of damage in the line or for the safety of the people & property 	<ul style="list-style-type: none"> • Review electric supply position. • Restoration of electric supply which has got disrupted. • Preparation of a primary survey report regarding damage in the area.
Agriculture	<ul style="list-style-type: none"> <i>f</i> List of different areas to be affected by different hazard <i>f</i> Crop pattern with land holding <i>f</i> List of irrigation points with status <i>f</i> Alternative crop <i>f</i> Train for food preservation and protection <i>f</i> Assessment of damage <i>f</i> Provision of seeds and others <i>f</i> Helping in raising of community nursery for seedlings 	<ul style="list-style-type: none"> <i>f</i> Alert all officers & staffs to be in the HQ. <i>f</i> Rainfall data should be submitted to the Dist. Adm. <i>f</i> Ensure availability of resources. 	<ul style="list-style-type: none"> <i>f</i> Assign officers for damage assessment. <i>f</i> In case of flood & cyclone rainfall data should be collected and submit to the Dist. Adm. 	<ul style="list-style-type: none"> • Damage assessment report to be done immediately. • Send necessary equipments in case of crop is washed away.
NGOs	<ul style="list-style-type: none"> <i>f</i> IEC activities on Disaster Management. 	<ul style="list-style-type: none"> <i>f</i> Alert all the concerned volunteers to have close contact with 	<ul style="list-style-type: none"> <i>f</i> Collect & disseminate authentic information regarding weather 	<ul style="list-style-type: none"> • Help the Dist. Adm. In rehabilitation and reconstruction.

	<p><i>f</i> Community mobilization</p> <p><i>f</i> Ensure regular meeting</p> <p><i>f</i> Disseminate all Govt. aided program to the community</p> <p><i>f</i> Ensure regular mock drill</p> <p><i>f</i> Ensure regular bleaching /use of disinfectants in the drinking water sources.</p> <p><i>f</i> Organise workshop/ seminar meeting/ training on community based disaster management</p> <p><i>f</i> Long-term mitigation strategy.</p>	<p>Community/NGO/ District Adm. especially selected, dedicated volunteers</p> <p><i>f</i> Arrangement of important Telephone Line & numbers</p> <p><i>f</i> Engage volunteers to disseminate received warning/ information to the population of weak & vulnerable point</p> <p><i>f</i> Attend emergency meeting of DMC, BDMC & VDMC</p> <p><i>f</i> Maintenance of records for information generation & dissemination</p> <p><i>f</i> Coordinate with District Adm, Block Adm & VDMC</p> <p><i>f</i> Support District Adm.</p>	<p>forecast.</p> <p><i>f</i> Try to check rumors</p> <p><i>f</i> Collection of local flood condition reports and pass on to Dist. Adm.</p> <p><i>f</i> Make spot visit to see embankments, constant hourly contact with Irrigation Dept.</p> <p><i>f</i> Ensure dispatch of sand bags to weak points.</p>	<ul style="list-style-type: none"> • Help in distribution of relief materials. • Ensure that the victims get compensation.
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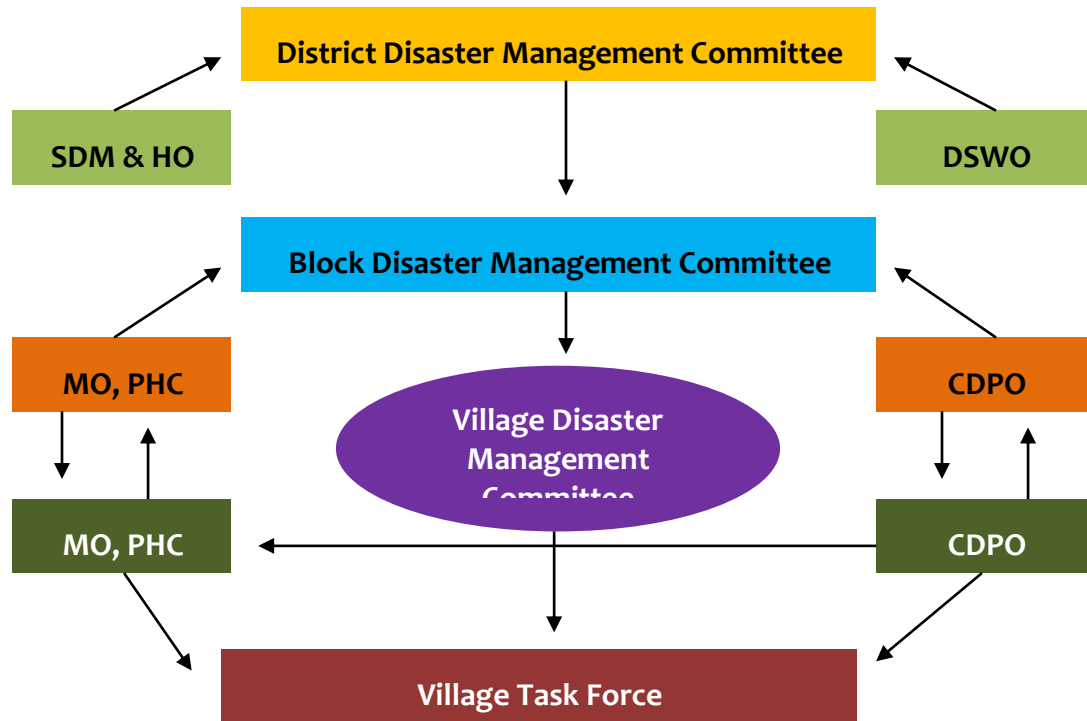


B. Search, Rescue & Evacuation Response System

Departments	Pre Disaster	During Disaster	Post Disaster
District Administration	<ul style="list-style-type: none"> <i>f</i> Deployment of Officers to vulnerable points <i>f</i> Deployment of country bouts & transport vehicles as required <i>f</i> Propagation for evacuation <i>f</i> Arrangement/deployment of Police <i>f</i> Organize evacuation operation <i>f</i> Provision of shelters for evacuees & domestic animals in the selected shelters & mould respectively <i>f</i> Arrangement of emergent relief <i>f</i> Hand over the charge to Shelter Management Team <i>f</i> Arrangement of rescue kit & equipments <i>f</i> Deployment of Officers/team to organize rescue operation 	<ul style="list-style-type: none"> <i>f</i> Keep record of the evacuated people at different locations <i>f</i> Provision of medical & counseling support for the evacuees <i>f</i> Arrange transport for seriously injured/ill person to nearest Hospital <i>f</i> Arrangement of emergent relief in the shelters <i>f</i> Team should go around to search & rescue trapped people on the affected area <i>f</i> Provision of shelter to the victims <i>f</i> Provide medical help, if needed, transport to hospital <i>f</i> Record keeping and disseminate information to the Control Room. 	<p><i>f</i></p>
Police	<ul style="list-style-type: none"> <i>f</i> Deployment of police staff at risk point <i>f</i> Arrangement for the safety of property of the people <i>f</i> Arrange rescue kits <i>f</i> Support Dist. Adm & volunteers during evacuation operation <i>f</i> Assist fire brigade personnel in their effort <i>f</i> Maintain law & order situation 	<ul style="list-style-type: none"> <i>f</i> Deployment of police staff at risk point <i>f</i> Arrangement for the safety of property of the people <i>f</i> Arrange rescue kits <i>f</i> Support Dist. Adm & volunteers during evacuation operation <i>f</i> Assist fire brigade personnel in their efforts <i>f</i> Maintain law & order situation 	<ul style="list-style-type: none"> <i>f</i> Support Dist. Adm & volunteers during evacuation operation <i>f</i> Assist fire brigade personnel in their efforts <i>f</i> Maintain law & order situation

B. Search, Rescue & Evacuation Response System

Departments	Pre Disaster	During Disaster	Post Disaster
Revenue	<ul style="list-style-type: none"> <i>f</i> Propagation for evacuation <i>f</i> Arrangement for the safety of property of the people <i>f</i> Arrange of rescue kits <i>f</i> Deployment of staff to assist in rescue operation 	<ul style="list-style-type: none"> <i>f</i> Search group go around to rescue the left over people in the risk area <i>f</i> Arrangement of bouts & vehicle for the people who are stranded in collaboration with Dist. Adm/police/fire brigade/volunteers <i>f</i> Reporting casualties/ missing persons 	<ul style="list-style-type: none"> <i>f</i> Find out missing persons <i>f</i> Reporting casualties / missing persons <i>f</i> Maintenance of law & order being the Magistrate
Medical	<ul style="list-style-type: none"> <i>f</i> Arrangement of medical help for the rescued/injured person 	<ul style="list-style-type: none"> <i>f</i> Inform paramedical staff regarding the shelter places of the evacuated people <i>f</i> Arrangement of medical help for the rescued/ injured person 	
Veterinary	<ul style="list-style-type: none"> <i>f</i> Mobilise community to evacuate cattle population to the nearest elevated places <i>f</i> Support villagers and farmers to help in rescuing trapped cattle <i>f</i> Provide first aid to the injured cattle 	<ul style="list-style-type: none"> <i>f</i> Coordination with volunteers and villagers to search and rescue trapped animals 	
NGO/ Volunteer	<ul style="list-style-type: none"> <i>f</i> Assist Dist Adm by deploying volunteers to vulnerable points <i>f</i> Propagation for evacuation <i>f</i> Organise evacuation operation <i>f</i> Provision of shelters for evacuees & domestic animals in the selected shelters & moulds respectively <i>f</i> Handover the charge to Team & volunteers collectively to manage the shelters & inform Dist Adm. <i>f</i> Assist the Dist Adm in arranging rescue kits & equipments 	<ul style="list-style-type: none"> <i>f</i> Keep record of the evacuated people at different locations <i>f</i> Provision of medical & counseling support for the evacuees <i>f</i> Arrange transport for seriously injured/ill persons to hospital <i>f</i> Search group to go around to search & rescue left over or trapped people on the affected areas <i>f</i> Provision of shelters for the victim <i>f</i> Record keeping & disseminate to Block Control Room. 	



C. First Aid Response System			
Departments	Pre Disaster	During Disaster	Post Disaster
CDMO	<ul style="list-style-type: none"> <i>f</i> Deployment of staffs in their respective areas with medicines <i>f</i> Check the stock & collect the required stock from district office <i>f</i> Arrange emergency room ready with all equipments & staff <i>f</i> Delegation of duty at CHC/PHC for 24 hours <i>f</i> Meeting with the volunteers/ANM/ AWW & distribution of work as per the need. 	<ul style="list-style-type: none"> <i>f</i> Deployment of staffs in the cut off areas with medicines <i>f</i> Check the stock and collect the required stock from Dist office <i>f</i> Delegation of duty at CHC/PHC for 24 hours <i>f</i> Meeting with the Volunteers/ANM/ AWW & distribution of work as per the need. 	<ul style="list-style-type: none"> <i>f</i> Coordinate the efforts of outside Medical Staffs/NGOs/volunteers <i>f</i> Check the stock & collect the required stock from Dist Adm. <i>f</i> Arrangement of medical help for the needy <i>f</i> Treatment of emergency cases & to big hospital, if necessary.

C. First Aid Response System

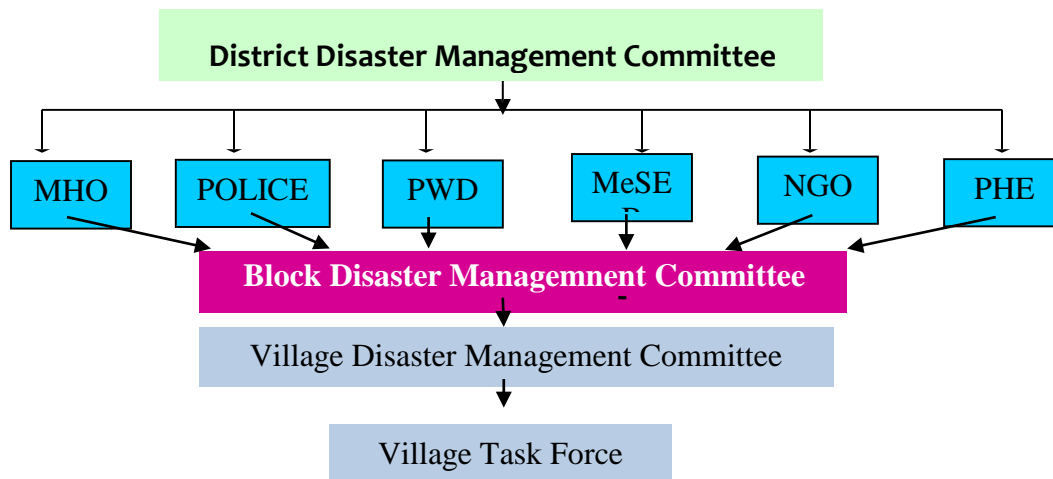
Departments	Pre Disaster	During Disaster	Post Disaster
District Administration	<ul style="list-style-type: none"> <i>f</i> Ensure Medical & Paramedical staffs are in the HQ <i>f</i> Ensure status of medicines stock <i>f</i> Ensure vehicles are in road worthy condition <i>f</i> Ensure the Medical Campus/Rooms/Beds /Equipments are well maintained. 	<ul style="list-style-type: none"> <i>f</i> Provide information of evacuees sheltered in different locations to the medical team <i>f</i> Ensure medicines are reached to the affected areas <i>f</i> Ensure proper treatment of the victims or injured <i>f</i> Facilitate NGOs to work hand in hand with the Medical Team <i>f</i> Arrange transport to the outside medical team & volunteers, if required. <i>f</i> Keep daily situation/status report form CHC/PHC. 	<ul style="list-style-type: none"> <i>f</i> Facilitate & coordinate NGOs/ Charitable Organizations reach the spot without any bottlenecks. <i>f</i> Keep daily situational reports <i>f</i> Take immediate action & seek the support of Dist Adm. if any epidemic is reported.
DVO	<ul style="list-style-type: none"> <i>f</i> Cancellation of all leaves of the staff and inform to be at the HQ. 	<ul style="list-style-type: none"> <i>f</i> Provide first aid to the affected animals and record keeping <i>f</i> Supply of medicines & cattle feed 	<ul style="list-style-type: none"> <i>f</i> Vaccination immediately after disaster & treatment to prevent epidemics <i>f</i> Provide first aid to the affected animals <i>f</i> Record keeping
NGO/ Volunteers	<ul style="list-style-type: none"> <i>f</i> Facilitate that Medical & Para Medical Staffs are available in their respective places <i>f</i> Ensure status of medicines stock 	<ul style="list-style-type: none"> <i>f</i> Provide information of evacuees sheltered in different locations to the medical team <i>f</i> Ensure medicines are reached to the affected areas with the help of the volunteers <i>f</i> Ensure proper treatment of the victims or injured <i>f</i> Facilitate NGOs to work hand in hand with the Medical Team <i>f</i> Arrange transport to the outside medical team & volunteers, if required. 	<ul style="list-style-type: none"> <i>f</i> Facilitate & coordinate with DMTs so that health facilities reach the spot without any bottlenecks <i>f</i> Record keeping <i>f</i> Inform CHC/PHC to take immediate action & seek the support of Dist Adm if any epidemic is noticed.

C. First Aid Response System

Departments	Pre Disaster	During Disaster	Post Disaster
District Administration			<p><i>f</i> Veterinary Dept under the supervision of VAS will ensure proper disposal of carcass in collaboration with District & volunteers</p> <p><i>f</i> District would provide fund if same is not available in Veterinary Dept.</p> <p><i>f</i> VAS would submit item wise requirements.</p>
Police			<p><i>f</i> Identify & register the names of the dead & disposed persons</p> <p><i>f</i> Support Dist, Medical Team, Community members in disposing dead bodies</p> <p><i>f</i> Assist victims' families in getting Govt. aid</p>
Health		<p><i>f</i> Registration of deaths & issuing Death Certificates</p> <p><i>f</i> Distribution of disinfectants to the volunteers to dispose dead bodies.</p>	<p><i>f</i> Keeping record of dead/injured persons with relevant particulars</p> <p><i>f</i> Registration of deaths & issuing Death Certificates</p> <p><i>f</i> Distribution of disinfectants to the volunteers to dispose dead bodies.</p>

C. First Aid Response System			
Departments	Pre Disaster	During Disaster	Post Disaster
AH Dept			<ul style="list-style-type: none"> <i>f</i> Collection of dead bodies <i>f</i> Record keeping <i>f</i> Issuing of death certificates for the insured livestock <i>f</i> Distribution of disinfectant, the place, where animals buried/cremated
NGO			<ul style="list-style-type: none"> <i>f</i> In collaboration with local volunteers assist Dist Adm & Vet Dept for proper disposal of carcasses <i>f</i> Ensure cleanliness <i>f</i> Use disinfectants near human and animal wastes especially near the bodies buried or cremated.

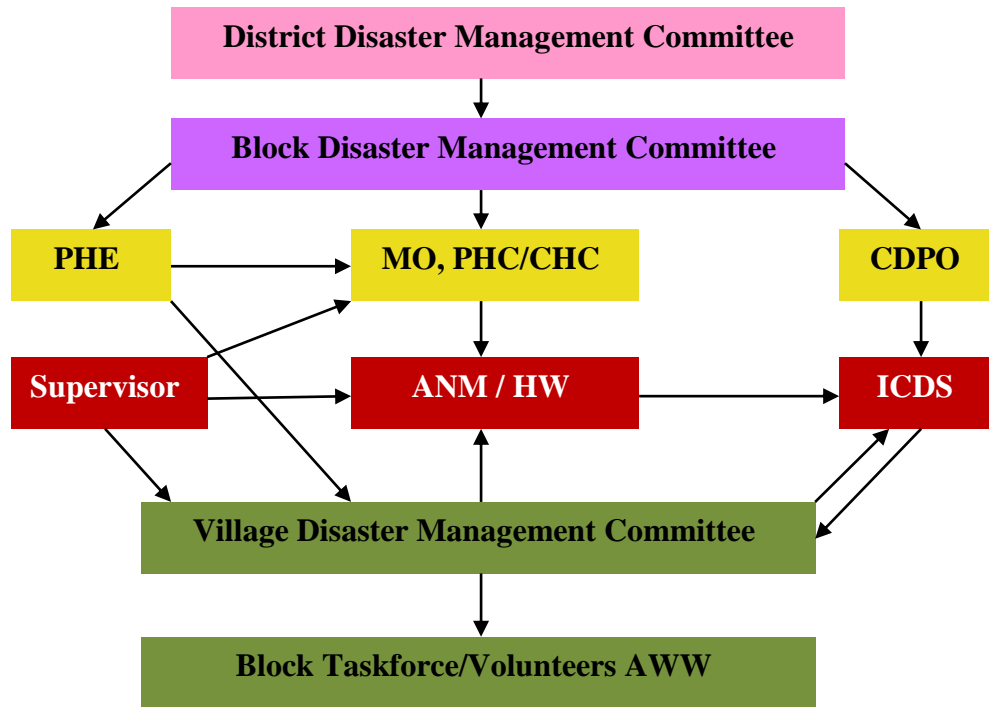
Shelter Management



Sl. No	Departments	E. Shelter Management – Response System		
		Pre Disaster	During	Post
1.	Dist Admin.	<ul style="list-style-type: none"> <i>f</i> Identification of temporary shelters for the evacuees & hand over the charge to SMT <i>f</i> Arrange emergent relief <i>f</i> Provision of temporary latrine & portable water source near the shelters <i>f</i> Check rumors by disseminating information regarding weather conditions & possible Govt. support. <i>f</i> Arrange safer places, mounds and fodder for animals <i>f</i> Deploy Police & volunteers to maintain peace 	<ul style="list-style-type: none"> <i>f</i> Ensure proper management of shelters by SMT <i>f</i> Keep daily situational / status report <i>f</i> Ensure registration of the evacuated people sheltered 	<ul style="list-style-type: none"> <i>f</i> Ensure people are back to their home <i>f</i> In case houses are fully collapse /swept away victims would be supplied with tents for temporary shelter <i>f</i> Make necessary repair work of the shelters if required.
2.	Police		<ul style="list-style-type: none"> <i>f</i> Deploy Constables/ Home Guards to different shelters <i>f</i> Maintenance of law and order <i>f</i> Arrangement of police personnel for the safe guard of the shifted marooned families 	
3.	Health	<ul style="list-style-type: none"> <i>f</i> Provision of medicine & deployment of paramedical staff <i>f</i> Provision of medical help to the needy <i>f</i> Provision of Halogen Tablets & use of disinfectants for the temporary latrines. 	<ul style="list-style-type: none"> <i>f</i> Provision of medicine & deployment of paramedical staff <i>f</i> Provision of medical help to the needy 	
4.	PHE	<ul style="list-style-type: none"> <i>f</i> Installation of emergency tube well/ tankers near the shelter site <i>f</i> Bleaching/ disinfections of drinking water sources Supply of halogen tablets 	<ul style="list-style-type: none"> <i>f</i> Supply of drinking water <i>f</i> Supply of poly pack containing safe drinking water <i>f</i> Distribution of halogen tablets <i>f</i> Informing community the evacuees regarding use of safe drinking water 	<ul style="list-style-type: none"> <i>f</i> Withdrawal of temporary of tube well installed in shelter sites <i>f</i> Use of bleaching powder wherever necessary

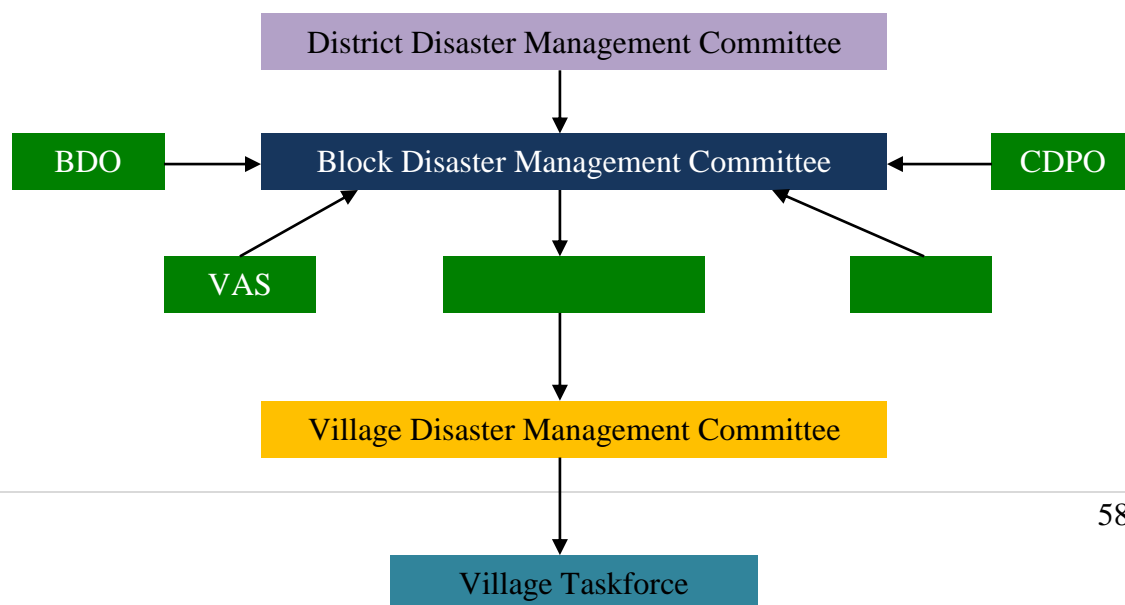
Sl. No	Departments	E. Shelter Management – Response System		
		Pre Disaster	During	Post
5.	NGO/ Volunteers	<ul style="list-style-type: none"> <i>f</i> Identification of temporary shelters for the evacuees & hand over the charge to SMT <i>f</i> Provision of temporary latrine & portable water source near the shelters <i>f</i> Check rumors by disseminating information regarding weather conditions & its future development <i>f</i> Arrange safer places, mounds, and fodder for animals <i>f</i> Deploy volunteers to maintain peace 	<ul style="list-style-type: none"> <i>f</i> Ensure proper management of shelters by Shelter Management Team <i>f</i> Ensure daily situational /status report <i>f</i> Ensure registration of the evacuated people sheltered <i>f</i> Ensure that animals kept/ evacuated are safe & proper treatment /care is taken 	<ul style="list-style-type: none"> <i>f</i> Ensure people/ domestic animals are back to their home <i>f</i> In case houses are fully collapsed/ swept away arrange tents for shelter for the victims.

Water and Sanitation Response



Sl. No	Departments	F. Water Sanitation Response System		
		Pre	During	Post
1	CMO	<ul style="list-style-type: none"> <i>f</i> Disinfections of drinking water sources <i>f</i> IEC activities regarding safe drinking water, disposal of human & animal wastes <i>f</i> Check the stock & collect the required stock from Dist office <i>f</i> Arrange emergency room ready with all equipments & staff <i>f</i> Delegation of duty at CHC/PHC for 24 hours 	<ul style="list-style-type: none"> <i>f</i> Disinfections of drinking water sources <i>f</i> Taking steps to check any possibility of epidemic outbreak 	<ul style="list-style-type: none"> <i>f</i> Disinfections of drinking water sources <i>f</i> Taking steps to check any possibility of epidemic outbreak
2	PHE	<ul style="list-style-type: none"> <i>f</i> Lab testing of drinking water if necessary <i>f</i> Bleaching of water sources <i>f</i> Aware community regarding the use of safe drinking water <i>f</i> 	<ul style="list-style-type: none"> <i>f</i> Lab testing of drinking water if necessary <i>f</i> Bleaching of water sources <i>f</i> Aware community regarding the use of safe drinking water <i>f</i> Sticking Red & Green Stickers respectively for the polluted & safe drinking water sources 	F
3	AH	<ul style="list-style-type: none"> <i>f</i> Distribution of disinfectants where cattle reside 		
	NGO/Volunteers			<ul style="list-style-type: none"> <i>f</i> Disinfections of drinking water sources taking steps to check any possibility of spreading Any epidemics in the community.

RELIEF OPERATION



Sl. No.	Departments	G. Relief Response System		
		Pre	During	Post
1.	Dist. Admin.	<ul style="list-style-type: none"> <i>f</i> Assessment of community wise requirement of emergent relief in view of population (adult/ children) <i>f</i> Identification of volunteers/ Officers to remain in charge of storage go downs & transportation for distribution of relief <i>f</i> Temporary ceasing of food stuff & other essential items available in PDS outlets <i>f</i> Requisition of vehicles for supply of relief <i>f</i> Purchase, organize or mobilize emergent relief & stock piling of relief items in the remote areas <i>f</i> Stockpiling of fodder <i>f</i> Ensure stockpiling of relief items in vulnerable points 	<ul style="list-style-type: none"> <i>f</i> Arrangement/ requisition of Police, Para Military/ Home Guards/ CRPF to protect & facilitate uninterrupted relief supply & distribution <i>f</i> Liaison with INGOs/ NGOs to mobilize relief items & enlisting of their relief measures <i>f</i> Grant emergent relief to all the marooned people & organize relief camps <i>f</i> Provision of basic amenities like drinking water, sanitation & public health care <i>f</i> Ensure proper documentation / record of relief items received from various agencies/ stock piled/ supplied remaining balance etc <i>f</i> Organise cattle camps and fodder <i>f</i> A card system according to the number of families/ persons should be introduced for smooth operation of relief <i>f</i> Facilitate visits of VIPs in the affected areas. 	<ul style="list-style-type: none"> <i>f</i> Declaration of the area affected <i>f</i> Facilitate INGOs /NGOs or private individuals to continue relief operations of their own <i>f</i> Record collection & dissemination to DCR <i>f</i> Closer of Govt. relief work as per the norms <i>f</i> Keeping record of damages to homes, persons, dead & missing person. <i>f</i> Opening of PDS outlets to start their normal activities & also ensure that no malpractice is done by the traders taking advantage of the situation <i>f</i> Commencement of agricultural activities, desiltation, resowing etc <i>f</i> Encourage rehabilitation of homeless by NGOs <i>f</i> Organize health program both for people & animals by NGOs etc. <i>f</i> Meeting with all stake holders & taking note of the felt experience for making future development in the DDMP.
2.	Police	<ul style="list-style-type: none"> <i>f</i> Giving escort or guard to the relief items stored or transported 	<ul style="list-style-type: none"> <i>f</i> Assist Dist Adm. In supply & distribution of relief materials <i>f</i> Deploy police personnel near relief go downs <i>f</i> Escort relief carrier vehicle & personnel <i>f</i> Maintain law & order 	<ul style="list-style-type: none"> <i>f</i> Assist Dist Adm. In supply & distribution of relief materials <i>f</i> Deploy police personnel near relief go downs <i>f</i> Escort relief carrier vehicle & personnel <i>f</i> Maintain law & order
3.	Revenue	<ul style="list-style-type: none"> <i>f</i> Stockpiling of relief materials <i>f</i> Arrangement / requisition of staff & vehicles 	<ul style="list-style-type: none"> <i>f</i> Distribution of emergent food items to the evacuated people sheltered in different shelters <i>f</i> Distribution of clothes/ blankets to the marooned people <i>f</i> Maintenance of law & order being Magistrate <i>f</i> 	<ul style="list-style-type: none"> <i>f</i> Distribution of emergent food items to the evacuated people sheltered in different shelters <i>f</i> Distribution of clothes/ blankets to the marooned people <i>f</i> Maintenance of law & order being Magistrate

Sl. No.	Departments	G. Relief Response System		
		Pre	During	Post
4	Health	<i>f</i> Stockpiling of medicines / disinfectants in the risk prone area <i>f</i> Maintenance of stock register	<i>f</i> Coordinate the efforts of outside Medical Staff/ Charitable Organisations/ Volunteers <i>f</i> Provision of temporary medical camps/relief centers <i>f</i> Attend ill/victims & report to CHC/PHC control room <i>f</i> Distribution of medicines & disinfectants.	<i>f</i> Coordinate the efforts of outside Medical Staff/ Charitable Organisations/ Volunteers <i>f</i> Provision of temporary medical camps/relief centers <i>f</i> Attend ill/victims & report to CHC/PHC control room <i>f</i> Distribution of medicines & disinfectants.

7.8 DISTRICT DISASTER MANAGEMENT TEAMS

7.8.1 WARNING DISSEMINATION TEAM

Sl. No.	Designation	Address	Status
1	SDO Civil Hq	Mon	Leader
2	DIO, NIC	Mon	Member
3	DPRO	Mon	Member
4	SDE(Telecom)	Mon	Member
5	EE(Irrigation)	Mon	Member
6	Programme Officer (AIR)	Mon	Member

7.8.2 SEARCH, RESCUE & EVACUATION TEAM

Sl. No.	Designation	Address	Status
1	SP	Mon	Leader
2	ADC	Mon HQ	Leader
3	Vice -Principal W/C	Mon	Member
4	Insp. NFS	Mon	Member
5	District Commandant, Home Guard (Civil Defence)	Mon	Member
6	EE PWD(R&B)	Mon	Member
7	OC 100 RCC GREF	Mon	Member

7.8.3 SHELTER MANAGEMENT TEAM

Sl. No	Designation	Address	Status
1	SDO(C) Hq	Mon	Leader
2	SDEO	Mon	Member
3	EE PWD(R&B)	Mon	Member
4	SDO(Housing)	Mon	Member

5	AE(CAWD)	Mon	Member
6	VP KU	Mon	Member

7.8.4 FIRST AID TEAM

Sl.No	Designation	Address	Status
1	CMO	Mon	Leader
2	MO Moblie Unit	Mon	Member
3	MS	Mon	Member
4	DCMO(ANM)	Mon	Member
5	MO	Mon	Member

7.8.5 SANITATION TEAM

Sl.No	Designation	Address	Status
1	EE PHED	Mon	Leader
2	Sanitation Inspector	Mon	Member
3	F&CS Inspector	Mon	Member
4	DSCO	Mon	Member
5	YRO	Mon	Member

7.8.6 PATROLLING/VIGILANCE TEAM

Sl. No.	Designation	Address	Status
1	SDPO	Mon	Leader
2	OC/PS	Mon	Member
3	ACIO(SIB)	Mon	Member
4	Post Commander, 6 th AR, TAC, Mon	Mon	Member

7.8.7 DAMAGE ASSESSMENT TEAM

Sl. No.	Designation	Address	Status
1	SDO C Hq	Mon	Leader
2	DAO	Mon	Member
3	SDO(R&B)	Mon	Member
4	SDO PHED	Mon	Member
5	SDO (Irrigation)	Mon	Member
6	DPRO	Mon	Member
7	DVO	Mon	Member
8	DHO	Mon	Member

7.8.8 COUNSELLING TEAM

Sl. No.	Designation	Address	Status
1.	District Welfare Officer	Office of the District Social Welfare Officer, Mon	Leader

2.	President, KNSK	Office of the	Member
3.	Sr. Medical Officer, Civil Hospital, Mon	Office of the Medical Superintendent, Mon	Member

7.8.9 CARCASS DISPOSAL TEAM

Sl No	Designation	Address	Status
1.	District Veterinary Officer	Office of the District Veterinary Officer, Mon	Leader
2.	Advisor, Mon Town Council	Office of the Mon Town Council	Member
3.	MO	Civil Hospital, Mon	Member
4.	Officer-in-Charge Police Station, Mon	Officer-in-Charge Police Station, Mon	Member

7.8.10 RELIEF TEAM

Sl. No.	Designation	Address	Status
1.	ADC	Mon HQ	Leader
2.	ADCs, SDOs and EACs	Sub-Division	Member
3.	Superintendent of Food & Civil Supplies, Mon	Office of the Assistant Director, Food & Civil Supplies, Mon	Member
4.	Asst. General Manager, NST	Office of the Assistant General Manager, NST, Mon	Member

7.8.11 COORDINATION/LINKAGES TEAM

Sl. No.	Designation	Address	Status
1.	Deputy Commissioner	Office of the Deputy Commissioner, Mon	Leader
2.	Divisional Forest Officer	Office of the Divisional Forest Officer, Mon	Member
3.	Supt. Engineer PWD	Office of the Supt. Engineer, PWD, Mon	Member
4.	Dy. Commdt. V.G.	Office of the Deputy Commandant, Village Guard, Mon	Member
5.	SDO, Estt., Mon	Office of the Deputy Commissioner, Mon	Member
6.	President, Konyak Union	Office of the Konyak Union	Member

7.9 CHECKLISTS

7.9.1 DEPUTY COMMISSIONER

Prepared Action Taken	Y/N	Remarks
Vulnerable and risk assessment map		
Cut off areas with safe route map		

Storing facilities		
List of dealers for food		
List of volunteers		
Control room set up		
Boat and transportation for rescue		
Transportation for food supply		
Repositioning of staff		
Site operation centers/staff		
Evacuation and rescue of people		
Coordination and linkage		
Damage assessment		
Address & telephone list		
Alternative communication system		
Pulling resources from outside if required		
Having network with neighboring Districts		

7.9.2 CHECK LIST FOR SP

Prepared Action Taken	Y/N	Remarks
Ensuring communication establishment of Dist. Police H.Q. with P.S./ O.P.s /DCR/Divisional Commissioner/Neighboring Police H.Q's .		
Test checking of receipt of transmission of messages		
Taking care of law & order problems in cases it arises during disaster.		
Deployment of guards for supply depots, convoys for relief materials, relief camps, hospitals and medical centers.		
Coordination with the Military service personnel.		
Train volunteers through Mock Drill for search and rescue operation		

7.9.3 CHECK LIST FOR ADC/SDO(C)

Prepared Action Taken	Y/N	Remarks
Ensuring communication establishment of DCR with Block control rooms /Line Dept. control rooms / Zones / Sub-Zones / Neighboring district control room / Police control rooms / Revenue control room / SRC./ Board of revenue / IMD		
Electricity restoration.		
Transportation / communication restoration.		
Water supply restoration.		
Normalcy restoration.		
Estimation of the loss.		

7.9.4 CHECK LIST FOR D.M.&HO.

Prepared Action Taken	Y/N	Remarks

Staff with contact address		
Check stocks of equipments and drugs		
Train of paramedical staff, health workers for providing minimum health services to the community. Train the village Task Forces on use of medicines and first aid		
Arrange mobile health unit		
Awareness through propagation of healthy practices during disaster time		
Repair of Sub center building		
Registration of Birth, death and other vital events		
Disinfections of drinking water sources/preventive measures		
Installation of telephone connection		
List of private and local doctors		
List of epidemic/risk prone area		
List of AWW/volunteers		
Daily disease report collection and analysis		
Taking help of others/District.		

7.9.5 CHECK LIST OF MeSEB

Prepared Action Taken	Y/N	Remarks
Repair and maintenance of power lines, transformers, weak points		
Ensuring stocking of equipments/accessories		
Arrangement of alternative sources of energy		
Precaution near high voltage equipment installed		

7.9.6 CHECKLIST FOR IRRIGATION DEPARTMENT

Prepared Action Taken	Y/N	Remarks
Stockpiling of necessary equipments like sandbags, bamboo etc		
Provision/arrangement of sandbags in risk prone area		
List of volunteers		
Take proper measures for protecting the weak points		
Identification of vulnerable points		
Ensure tubes wells, wells are in perfect condition		
Coordinating with others		
Taking help of community for maintenance of the embankments.s		

7.9.7 CHECKLIST FOR PHE DEPARTMENT

Prepared Action Taken	Y/N	Remarks
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Important phone numbers		
Provision/arrangement of equipments		
Arrangement of vehicle		
Installation of tube wells		
Avoid Contamination of water & prevent diseases		
Repairing of defunct tube wells & tankers		
Arrangement of mobile water tank		

7.9.8 CHECKLIST FOR PWD DEPARTMENT

Prepared Action Taken	Y/N	Remark
Identification of weak points		
Repair of weak roads, bridges, structures, canals before hazard Season		
Stock piling of building materials		
Arrangement of equipments for roads clearance		
List of dealers for building materials		
Promotion/training of people on retrofitting/resistance building		
Plan for vulnerable reduction		
Coordinating with others.		

7.9.9 CHECKLIST FOR DISTRICT AGRICULTURE OFFICER

Prepared Action Taken	Y/N	Remark
List of different areas to be affected by different hazards		
Crop pattern with land holding		
List of irrigation point with status		
Alternative crop		
Train for food preservation and protection		
Assessment of damage		
Provision of seeds and others		
Helping in raising of community nursery for seedling.		

7.9.10 CHECKLIST FOR DISTRICT VETERINARY OFFICER

Prepared Action Taken	Y/N	Remark
Animal population with categories		
Possible problems related to different hazards		
Dealer of feeds/fodder		
List of cow shed		
Site camps for volunteers		
Programme for mass vaccination		
Train the Task Forces to use of medicines		
Coordinating with others		

7.10 CHECKLISTS: DO'S AND DON'TS

7.10.1 Operational Guidelines of what to do in the event of a Flood.

PRE-DISASTER

Individual:

- * Know the route of the nearest safe shelter
- * First Aid Kit should be ready with extra medicines for snake bite and diarrhea.
- * Tie up all valuables at the top of the roof
- * Radio with extra batteries, torch, ropes to be kept ready
- * Store dry ration, kerosene, biscuits, baby food for at least 7 days
- * Water proof bags, polythenes to store clothes and valuables
- * Be ready with umbrella & bamboo sticks (To protect yourself from snake
- * Identify a highland/mound for the cattle & have sufficient fodder for them
- * As soon as you receive warning tune to the local news in the radio/TV for the latest update
- * Check your emergency kits
- * If you have to evacuate pack clothes, essential medicines, valuables, personal papers in a water proof bags
- * Inform the DMT member to the place that you are shifting to
- * Raise furniture and appliances to a higher place
- * Switch off all electrical appliances
- * Put sandbags in the toilet bowl and cover all sewage backflow
- * Lock your house and take the route suggested
- * Don't go into water of unknown depth and current.
- * Don't spread rumors. Get authentic data and then announce it
- * Don't go into water of unknown depth and current.

Government Preparedness:

- Update all the resource inventory
- Control room should be functional for 24 hours
- Identify all the shelter places where people could be evacuated
- Activate all the First Aid and the Rescue & Evacuation team
- See to it that there is no blockage in the flow of the river
- Ascertain the availability of dry food, drinking water & medicines
- Ascertain the fodder availability for cattle
- Mobilize boats, vehicles which will help in evacuation and rescue operation and also in the distribution of relief
- Prior storage of food grains in the vulnerable pockets
- Identify the relief centers
- Inspect, strengthen and repair all the approach roads and culverts
- Provide mobile wireless sets the villages likely to be cut off
- Arrange adequate hand pumps where wells are likely to be inundated
- Liaison with army, Navy etc
- Prepare maps of alternate route, resources available

DURING DISASTER

Individual:

- Drink boiled water or put halogen tablets
- Keep food covered. Don't take heavy meals and eat food that is hot
- Use raw tea, rice water, coconut water during diarrhea
- Be careful of snakebites
- Don't let children stay in empty stomach
- Avoid entering flood water. Stay away from water which is above knee depth

Government:

- Carry out rescue and evacuation
- Operation of control room and provide warning update
- Provide relief materials
- Mobilizing resources like boat, dry food, temporary shelter
- Ensuring the availability of medicines, drinking water, tankers etc
- Coordination at various levels and agencies
- Mobile health units to be made available
- Damage assessment of life, livestock, crop and livelihood.

POST DISASTER

Individual

- Listen to the latest flood bulletin before moving from the shelter place
- Use recommended routes to return back
- Dry all electrical equipments before using it
- Avoid touching any loose wire
- Beware of snake bites
- Clean the house and disinfect the surrounding by using bleaching powder

Government

- Rescue people who are stranded
- Restore roads and power supply
- Provide safe drinking water
- Check outbreak of any epidemics
- Mobile health teams to be mobilized
- Take the help of the NGOs
- Carry out damage assessment
- Ensure that adequate, timely and speedy credit is available to the farmers for purchasing agricultural inputs and cattle

7.10.2 Operational Guidelines of what to do in the event of Cyclone.

PRE DISASTER

Individual

- Listen to the weather report in radio/TV and if possible disseminate the information to the local people
- Move cattle to high land
- Store adequate food grains, water medicines, kerosene, lantern, matchbox, dry cell
- Keep important papers in the emergency kit
- Keep doors & windows locked and if damaged get it repaired
- Make sure that proper diet is carried for children and old people
- Keep the list of important address and phone number like police, Block Dev. Officer, relatives residing outside that particular place
- Conduct mock drill for yourself and be calm

Government

- See to it that there is no blockage in the drainage system
- Make the Control room functional for 24 hours
- Keep sufficient food grains in the areas likely to be cut off
- Resource inventory mainly of boats, vehicles for evacuation and providing relief to be maintained
- Health departments to be set up mobile health units in the vulnerable pockets likely to be cut off
- Identify the safe cyclone shelters and the route chart for evacuation
- Identify First Aid and Rescue teams
- Ascertain the fodder availability for cattle
- Identify relief centers
- Inspect, strengthen and repair all approach roads and culverts
- Provide mobile wireless sets likely to be cut off
- Liaison with the Army, Navy etc

DURING DISASTER

Individual

- Listen to the radio/community warning system for further details
- Close all doors and windows and stay indoors
- Paste papers on the glass windows to prevent splints flying into the house
- Keep food items and cloths in water proof bags
- Don't venture into the sea
- Wear warm cloths for protection
- Avoid being misled by rumors. Disseminate information that is only official
- Stay away from low lying areas, electric poles, trees
- Switch off all electrical appliances

Government:

- Evacuate people to the cyclone shelters immediately
- Arrange a patrolling group who would take care of the property left by the people
- See to it that all vehicles are stopped
- See to it that there is enough food stock, drinking water and common medicines
- Announce the latest bulletin to the community at periodic interval

POST DISASTER

Individual

- Don't move out until officially informed
- Use the recommended route for returning
- Check whether there is a gas leak before using the stove
- Dry electrical appliances thoroughly before use
- Get oneself inoculated against diseases immediately at the nearest hospitals and seek medical help
- Be careful of snake bite
- All debris should be cleared
- Damage assessment to be done

Government:**Do's**

- Rescue and evacuation process to be initiated immediately for those who are stranded
- Restore roads and power supply
- Provide relief and safe drinking water to the affected population
- Check outbreak of any epidemics
- Mobile health units to be mobilized
- Help from voluntary organizations may be welcomed
- Damage assessment to be carried out

Don'ts

- Don't keep loose objects like cans, tins outside
- Don't spread rumors
- Don't stay indoors if asked by the authorities to evacuate
- Don't venture out
- Don't touch loose wires

7.10.3 Operational Guidelines of what to do in the event of Earthquake**PRE DISASTER****Individual**

- Shelves for bookcases etc should be fixed to the walls. Remove heavy objects from shelves above head level as these can topple over and fall
- Locate beds away from the windows and heavy objects that could fall
- Secure applications that could move, causing rupture of gas or electrical lines. Know location of master switches and shut off valves
- Make sure that overhead lightening fixtures are well secured to the ceiling & more heavy unstable objects away from exit routes
- Replace glass bottles with plastic containers or move them to the lowest shelves
- Be aware that with a severe EQ all services such as electric, water will probably be down. Emergency services may be extremely limited for few days.
- Store emergency supplies like water, food, first aid kit, medicines , tools, portable radio, flash light, batteries, blankets, fire extinguisher etc.

Government:

- Whether preparation of maps on earthquake prone areas done.
- Analysis of seismic risk & zonings for general purposes to be carried out

- Development of seismic codes of design & construction of various structures enforced
- Training of engineers & architects in earthquake engineering principles & use of codes
- Development of simple methods for upgrading the seismic resistance of traditional non-engineered construction and their dissemination to the common builders and owners by mass communication media, demonstration etc.
- Awareness to the community residing in the earthquake prone areas.

DURING DISASTER

Individual

- Keep calm & help others to be calm
- Try to run safely to a nearest open space which is not surrounded by buildings, trees etc but do so with great cautiousness
- Do not use an elevator during the earthquake & do not rush to the roof of the house.
- Choose your exit as carefully as possible
- Once you feel it not possible to get out of the house/building fastly & safely, especially when you are inside a high rise building stay inside calmly
- While inside the house /building, choose a safe place to protect yourself take a shelter under a desk , table , bed or stand below the doorway(in case of an Assam type)
- If you are moving in a vehicle, move immediately to a place which is away from buildings, structures, bridges, electric lines etc & stop the vehicle there. Remain inside the car till the EQ stops
- Do not light candles, gas stove, cigarette (to prevent any fire from possible leakage of gas
- Close your gas connection
- Free all your pets, domestic animals etc
- Though the shaking of the ground is frightening do not panic
- Turn your radio on.

POST DISASTER

Individual:

- Check yourself for injuries
- Examine all sections of your building & ensure that your building is not in danger of collapsing
- Get everyone of your house if it is found unsafe
- Use a helmet or cover your head with a pillow or rubber sheet while moving around inside the building
- Be prepared for additional earthquake shock called “after shock”
- Stay away from hanging portions of buildings etc and power electric lines and poles
- Close the valve of the gas cylinder and do not use open flames
- Do not switch on electric appliances if gas leakage is suspected
- Wear shoes while moving around
- Attend to injured person and inform the medical authorities as fast as possible
- If you are trapped inside a collapsed building, wait patiently for help. Remain calm and try to develop confidence
- Use a pipe or bamboo to detect any life inside a collapsed building.
- Do not spread rumours
- Turn on your radio

Government:

- Areas affected should be cordoned off
- Affected people should be shifted to safe shelter places that has been identified
- Make arrangement for burning dead bodies and animal carcass
- Mobile health teams to be activated
- Clean the roads blocked

7.10.4 Operational Guidelines to prevent Fire

- Don't leave your gas or cylinder knobs open.
- If you smell gas open your doors & windows. Do not light a match or use electrical switches.
- Keep matches and lighters away from the reach of children.
- Keep inflammable items away from the gas store.
- Practice fire escape drills.
- Take special precautions during celebrations.
- Keep emergency phone no's handy.
- Keep a fire extinguisher handy.
- Avoid wearing loosely fitted and easily inflammable clothing while cooking in the kitchen.
- Teach your family members about fire fighting and fire safety rules.

7.10.5 Operational Guidelines of what to do in the event of a Fire

- Know your way out of the building so that you don't land up in a dead end.
- Do not use the gas, stove or switches of any electrical equipment.
- Alert everybody else by sounding the fire alarm.
- Use the fire extinguisher and try to put off the fire.
- If the fire was caused due to petrol, oil or electricity then use sand instead of water to fight the fire.
- In case the building is on fire use the staircases only.
- Try to get out in open air as soon as possible if the building is on fire.
- Do not climb up to the roof of the building.
- If you are caught in a dense smoke don't walk. Crawl on your knees.
- Try to cover your nose and mouth with wet cloth.
- If your clothes catch fire then cover your face instantly and roll on the floor to put out the fire.
- Do not use the lift in case of fire. Use only an open staircase.

8.1. PRIME MINISTER'S TEN POINT AGENDA FOR DISASTER RISK REDUCTION

The Prime Minister, Shri Narendra Modi at his inaugural speech at the Asian Ministerial Conference on Risk Reduction 2016, held in New Delhi during November 2016 (AMCDRR) enunciated a Ten-Point Agenda (TPA) which has also been incorporated in the SDMP.

8.2 THE KEY ELEMENTS OF THE PRIME MINISTER'S TEN-POINT AGENDA FOR DRR.

8.2.1 **All development sector must imbibe the principles of disaster risk management: -**

This will ensure that all development projects- airports, roads, canals, hospitals, schools, bridges- are built to appropriate standards and contribute to the resilience of community they seek to serve. Most of the new infrastructure development needs to conform to the best available standard of disaster safety. Such an approach with smart strategy will pay off in long term. It is necessary that all the public investments must incorporate disaster risk reductions. This will help generate new knowledge for hazard risk assessment, disaster resilient technologies and mechanism for integrating risk reduction in infrastructure financing.

8.2.2 **Risk coverage must include all, starting from poor households to SMEs to multi-national corporations to nation**

States:-

It is necessary to work towards risk coverage for all-starting from poor households, it must cover small and medium enterprises as well as large multi-national corporations. It is necessary to think big and innovatively to widen the risk insurance cover. State has an important role in not just regulation but also encourage coverage for those who in need it the most. Some bold steps have been taking to ensure financial inclusions and risk insurance for the poorest. The Jan Dhan Yojana has brought millions of people into the banking system. The Suraksha Bima Yojana provide risk insurance to millions who need it the most. The newly launched Fasal Bima Yojana (Crop Insurance) will provide risk cover to millions of farmers. This are the basic building blocks of resilience at the households level.

8.2.3 **Women's leadership and greater involvement should be Central to disaster risk management:-**

It is necessary to encourage greater involvement and leadership of women in disaster risk management. Women are disproportionately affected by disasters. They also have unique strengths and insights. The state must train a large number of woman volunteers to support special needs of woman affected by disasters. There is also need for woman engineers, masons and building artisans to participate in post-disaster reconstruction and promote woman-self help groups which can assist in livelihood recovery.

8.2.4 **Invest in risk mapping globally to improve global understanding of nature and disaster risk:-**

It is necessary to invest in mapping risks globally. For mapping risk related to hazards such as earthquakes, there are widely accepted standards and parameters. Based on these, India has mapped seismic zones, with five as highest seismic risk and two as low risk. For disaster risk related to other hazards such as chemical hazards, forest fires cyclones, different types of floods, India need to adopt globally accepted standards and categories. This will help India to ensure that there is a shared understanding of the nature and severity of disaster risks and compare with that in other parts of the world.

8.2.5 Leverage technology to enhance the efficiency of disaster risk management efforts:-

Effort must be made to leverage technology to enhance the efficiency of our disaster risk management efforts. An e-platform that brings together organization and individuals and helps them map and exchange expertise, technology and resources would go a long way in minimizing the collective impact.

8.2.6 Develop a network of universities to work on disaster-related issues:-

It will be helpful to develop a network of universities to work on disaster-related aspects since universities have social responsibilities too. Over the first five years of the Sendai Framework, an effort can be made to develop a global network of universities working together on problem of disaster risk management. As part of this network, different universities could specialize in multi –disciplinary research on disaster issues most relevant to them. Universities located in hill areas could focus on mountain hazards.

8.2.7 Utilize the opportunities provided by social media and mobilize technologies for Disaster Risk Reduction:-

Social media is transforming disaster response. It is helping response agencies in quickly organizing themselves and enabling citizen to connect more easily with authorities. In disaster after disaster, affected people are using social media to help each other. Those responsible disaster management must recognize the potential of social media and develop applications relevant to various aspects of risk management.

8.2.8 Build on local capacity and initiative to enhance Disaster Risk Reduction.

Disaster management must build on local capacities and initiatives. The task of disaster risk management, particularly in rapid growing economies, is so huge that formal institutions of the state can be best instrumental in creating the enabling conditions. Specific action has to be designed and implemented locally. It is necessary to expand the scope of community- based efforts and support communities to identify local risk reduction measures and implement them. Such efforts reduce risk and create opportunities for local development and sustainable livelihoods.

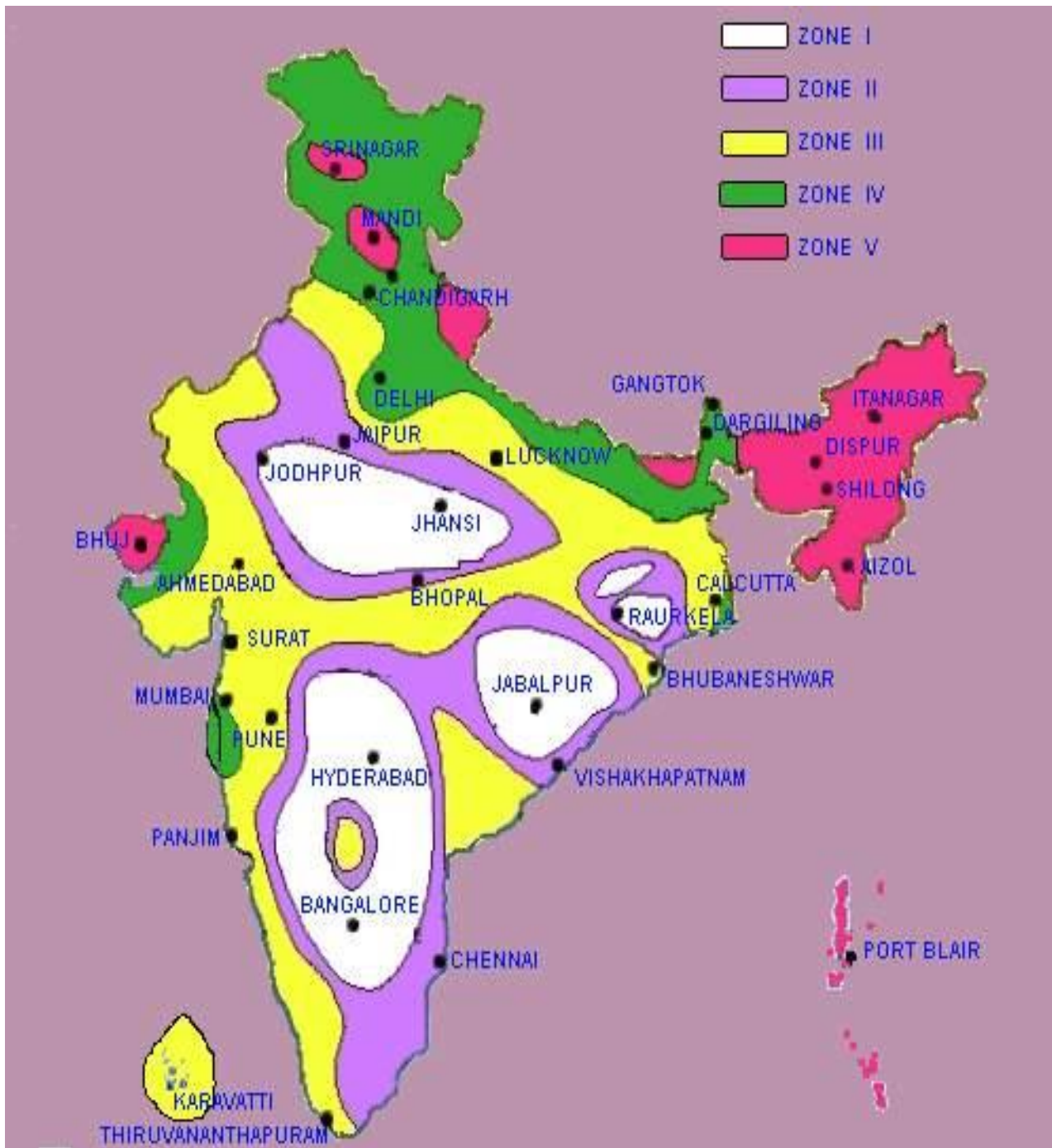
8.2.9 Make use of every opportunity to learn from disasters, to achieve that, there must be studies on the lessons after every disaster: -

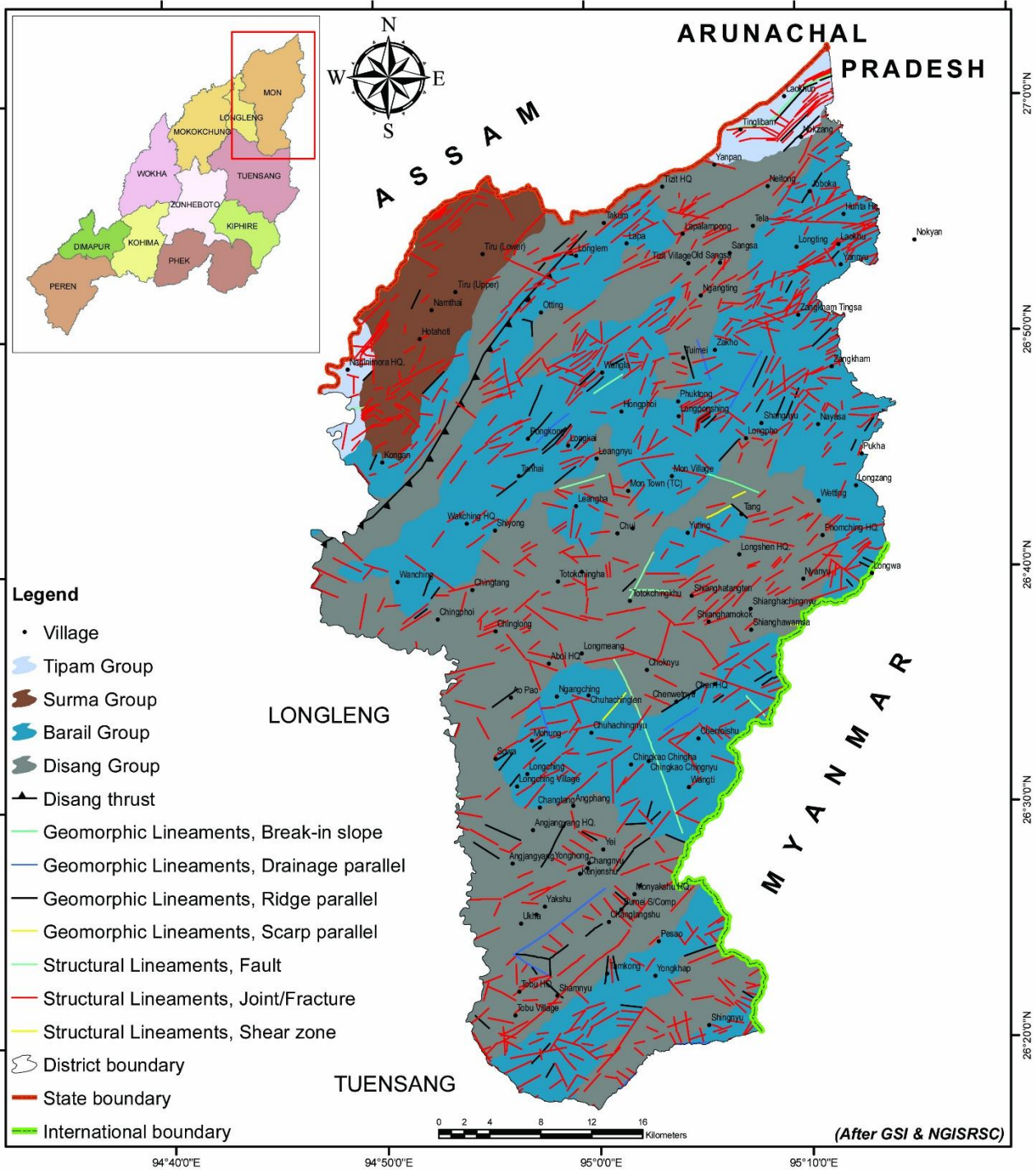
Ensure that opportunities to learn from a disaster is not wasted. After every disaster there are studies and reports on lesson learnt that are rarely applied. Often the same mistakes are repeated. It is necessary to have a vibrant and visual system of learning. Competition of documentary films that record disaster events, their scale, and relief, rehabilitation, reconstruction and recovery afterwards. Post- disaster recovery is an opportunity to not just ‘build back better’ in term of physical infrastructure, but also in terms of improved institutional system for managing risk. For this, it is necessary to put in place systems that can quickly provide risk assessment.

8.2.10 Bring about greater cohesion in international response to disasters: -

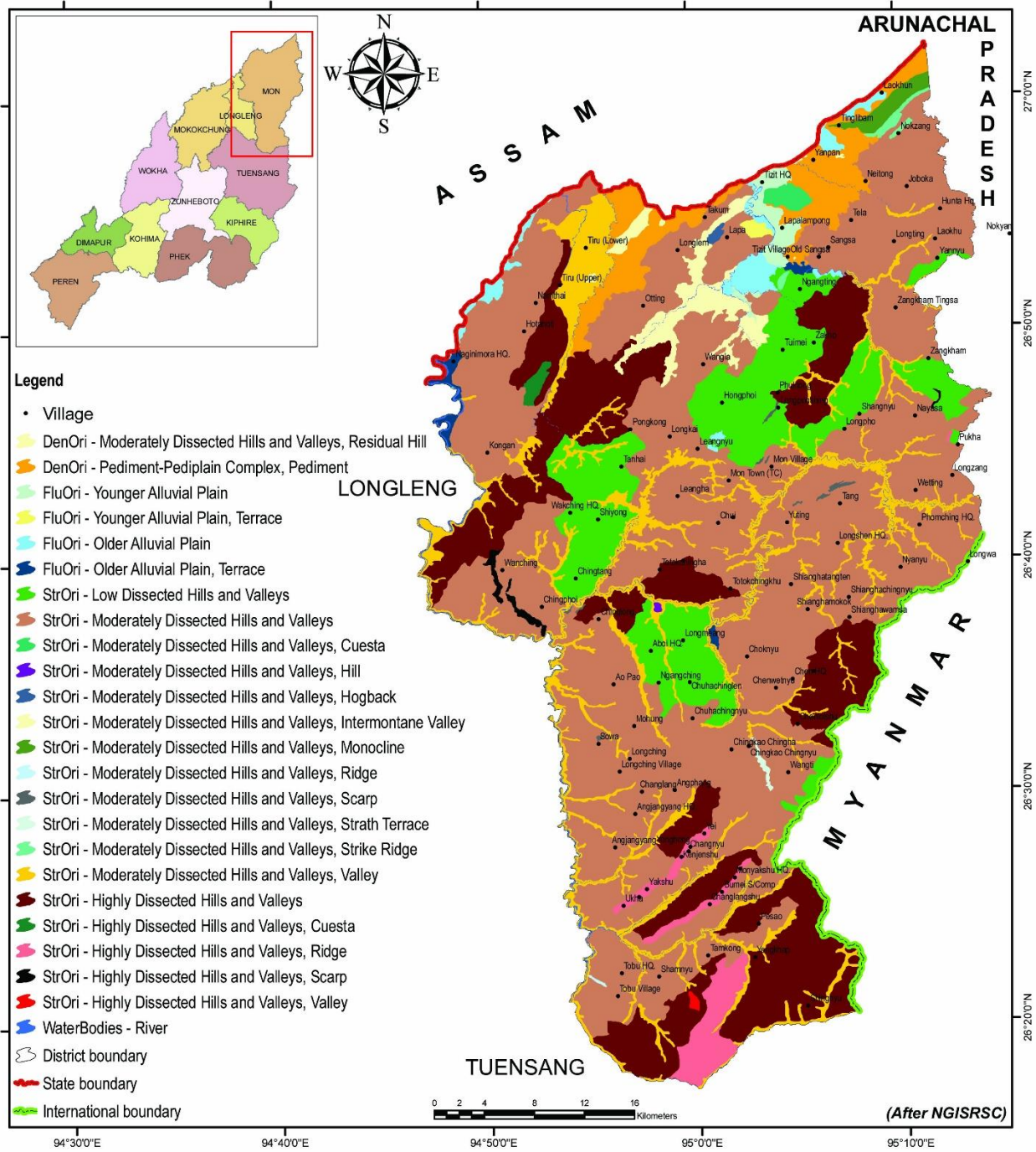
It is necessary to bring about greater cohesion in international response to disaster. In the aftermath of disaster, disaster responders pour in from all over the world. This collective strength and solidarity could be enhanced further if the activities are organized under a common umbrella.

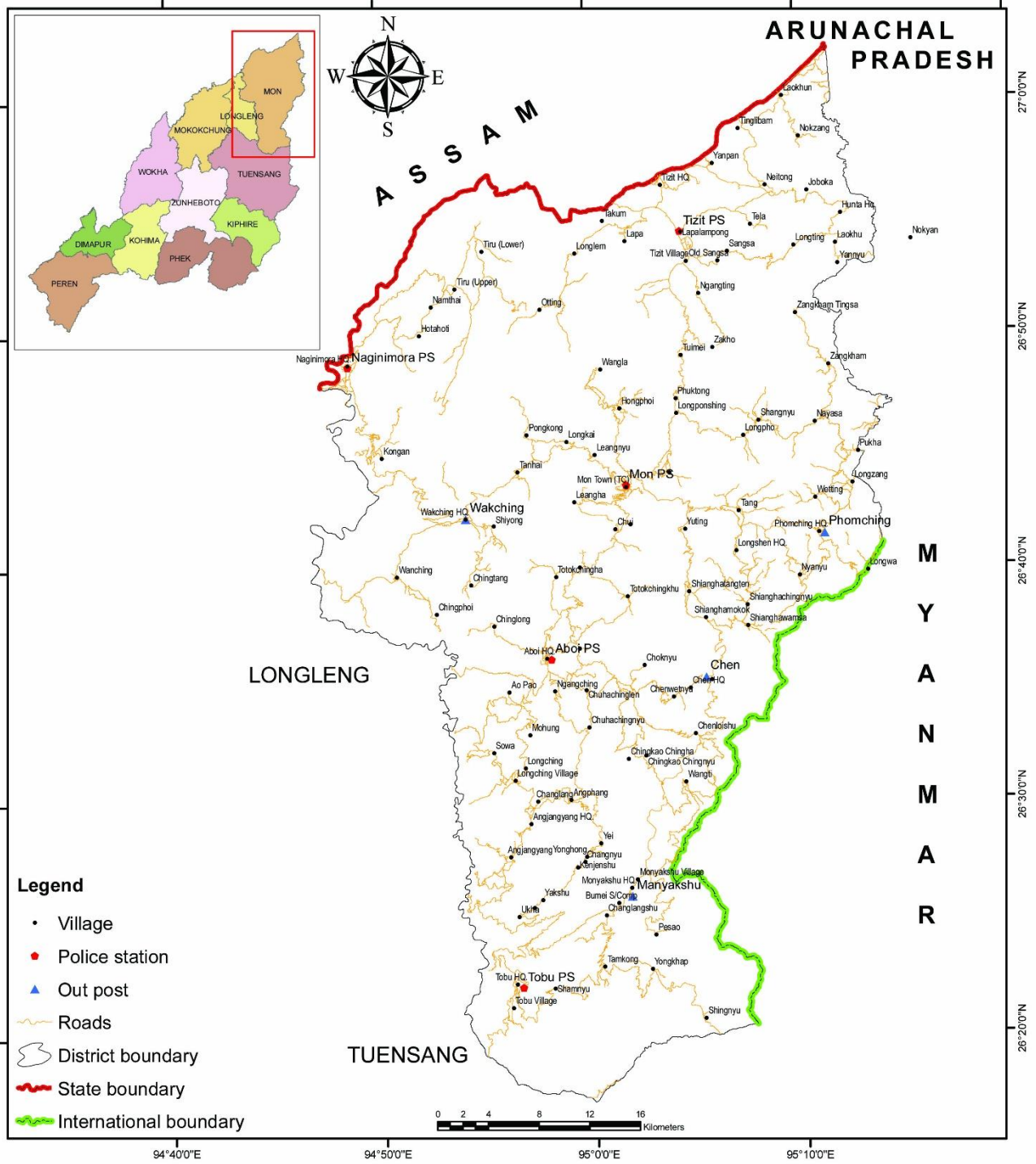
SEISMIC MAP OF INDIA

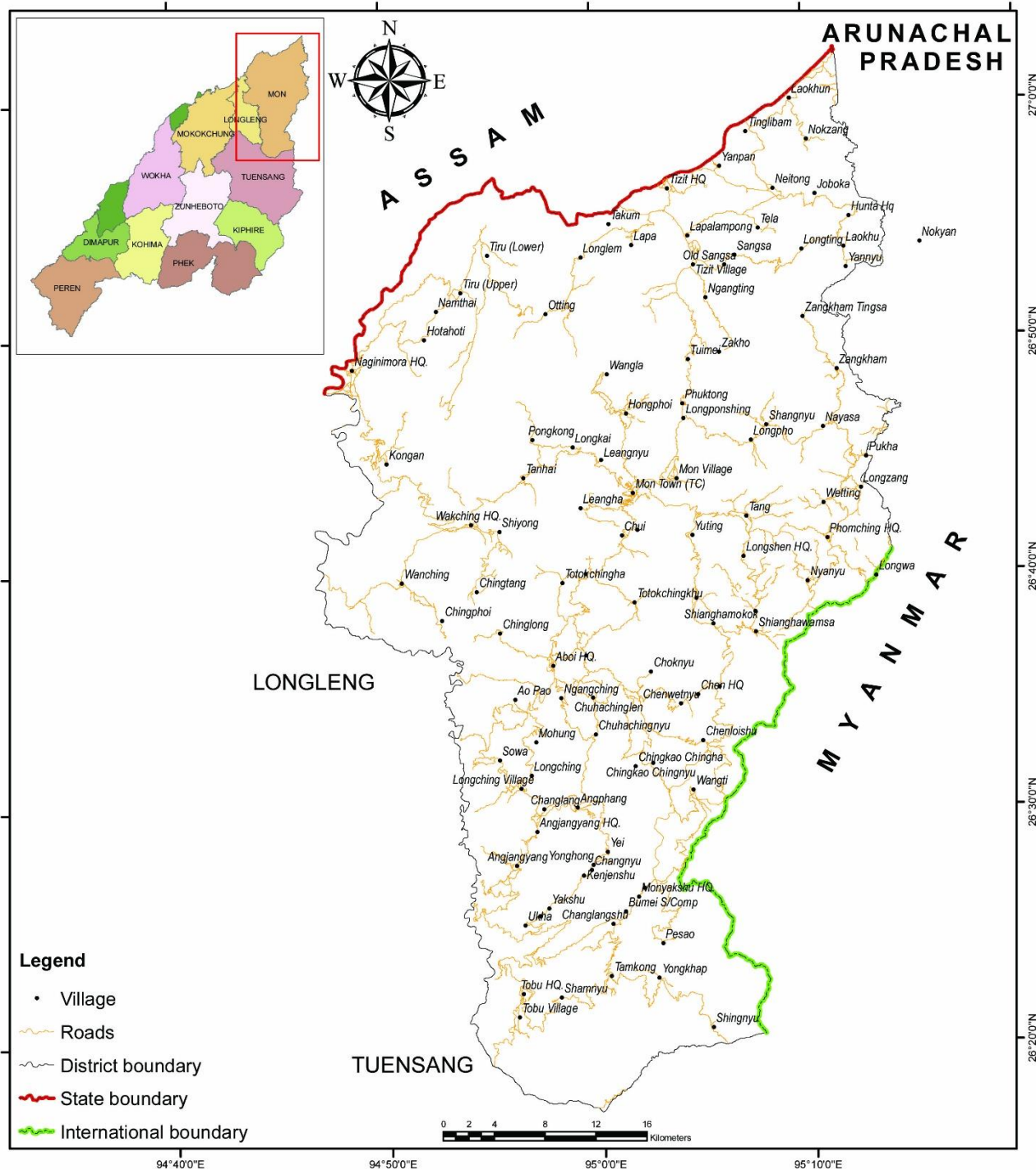




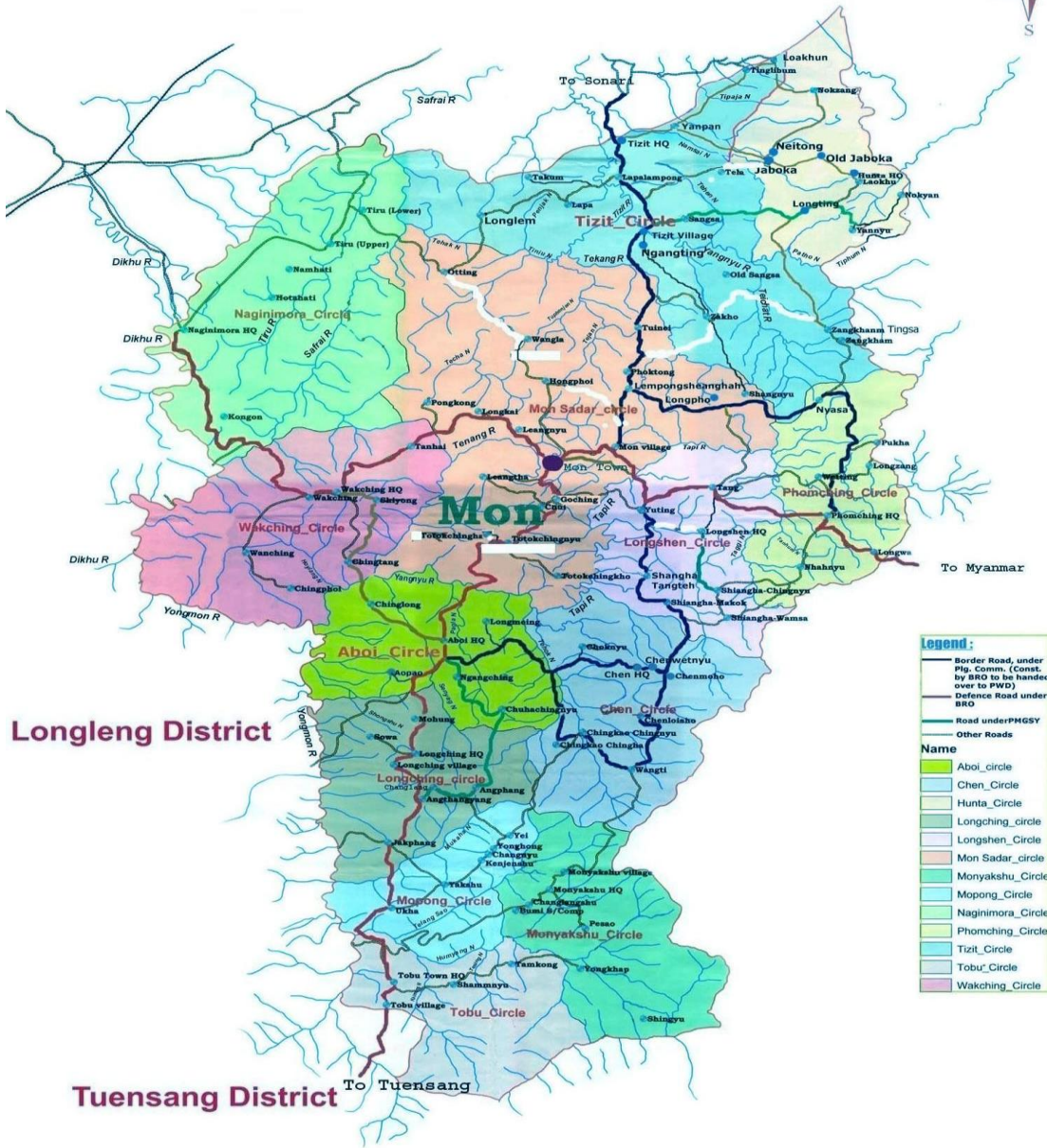
"The boundaries of Nagaland as shown on this map are subject to revision as provided in the 1960 Delhi Agree







MAP OF MON DISTRICT. [NAGALAND]



Legend:

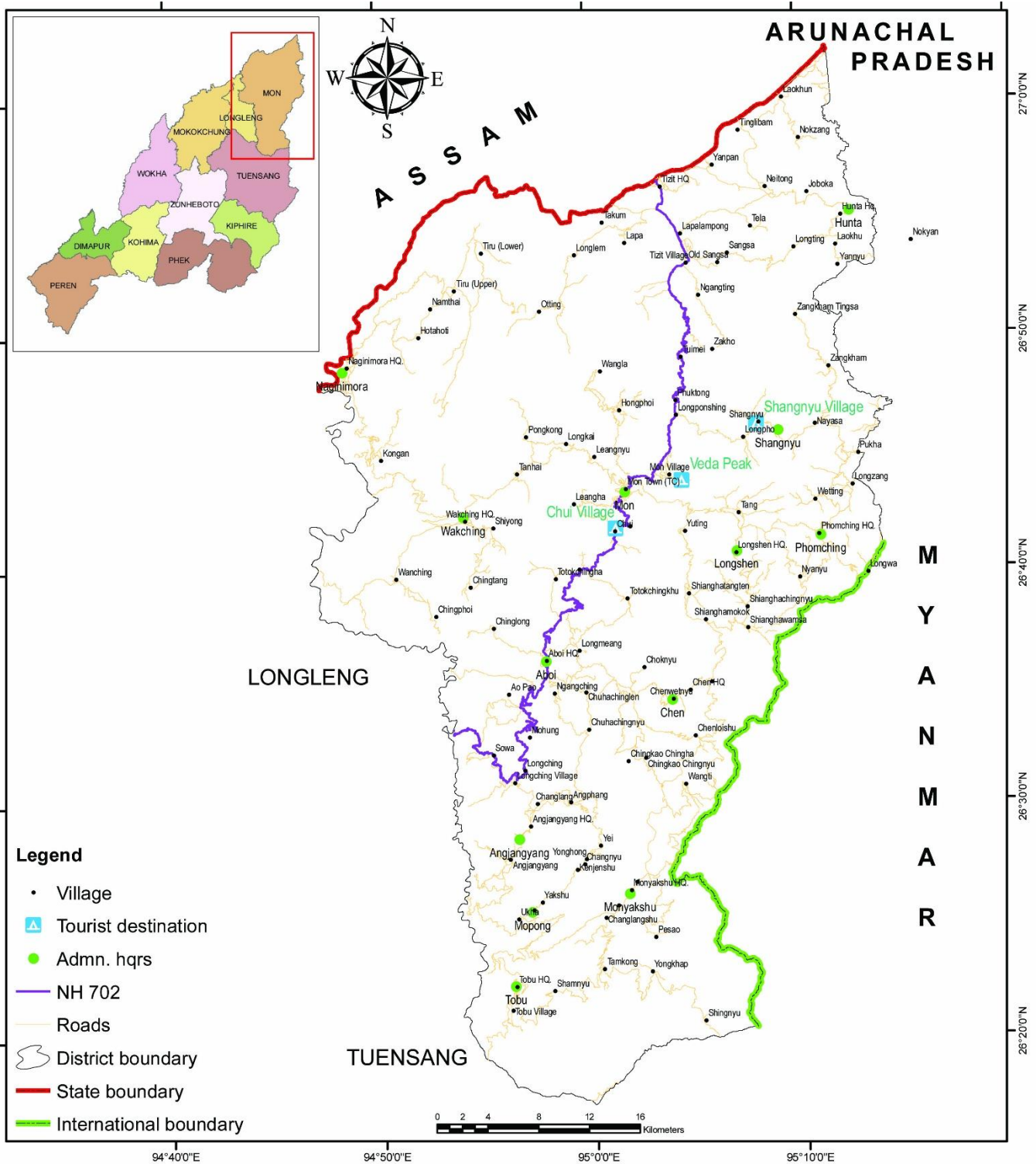
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- Defence Road under BRD
- Road under PHGSY
- Other Roads

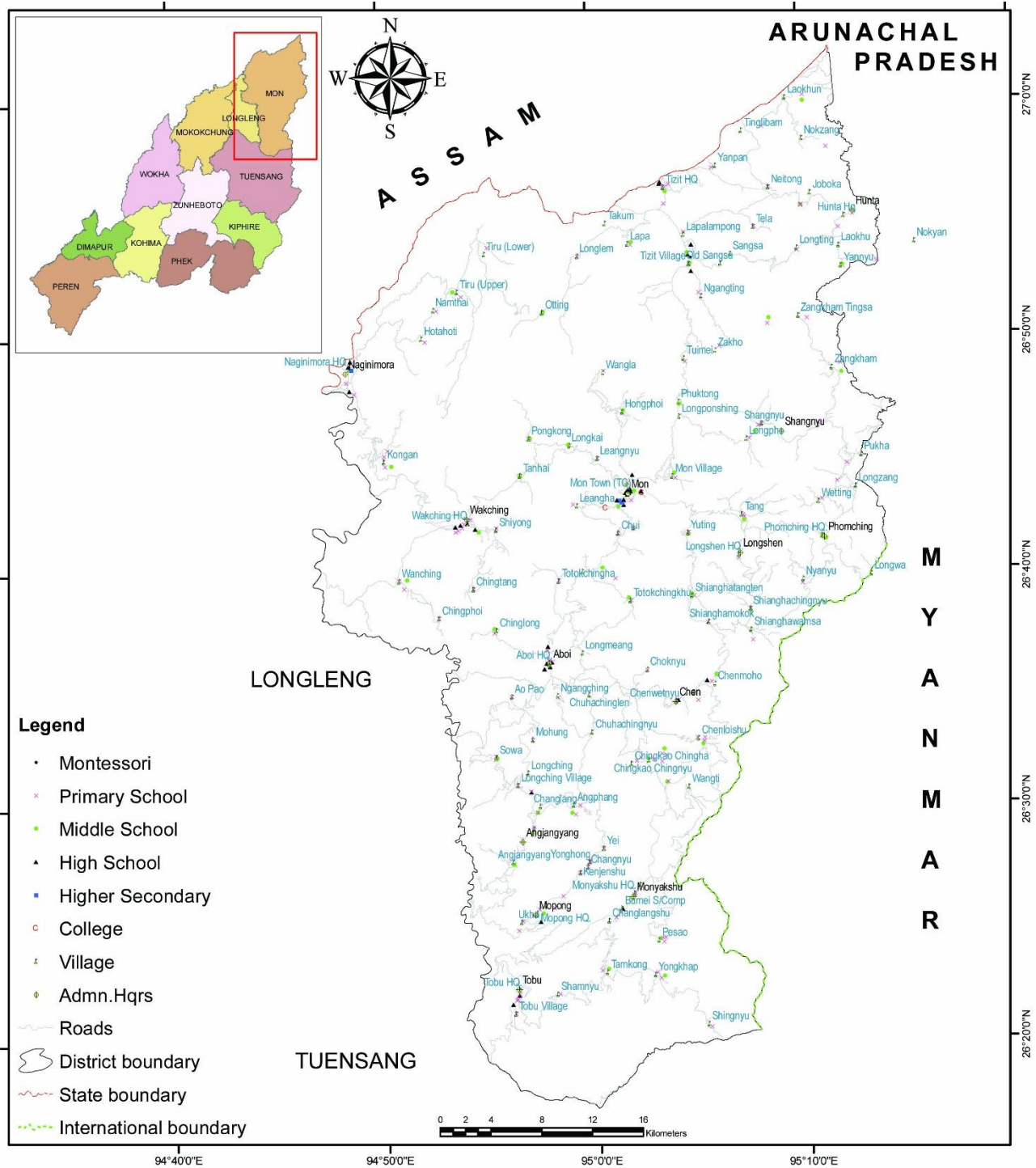
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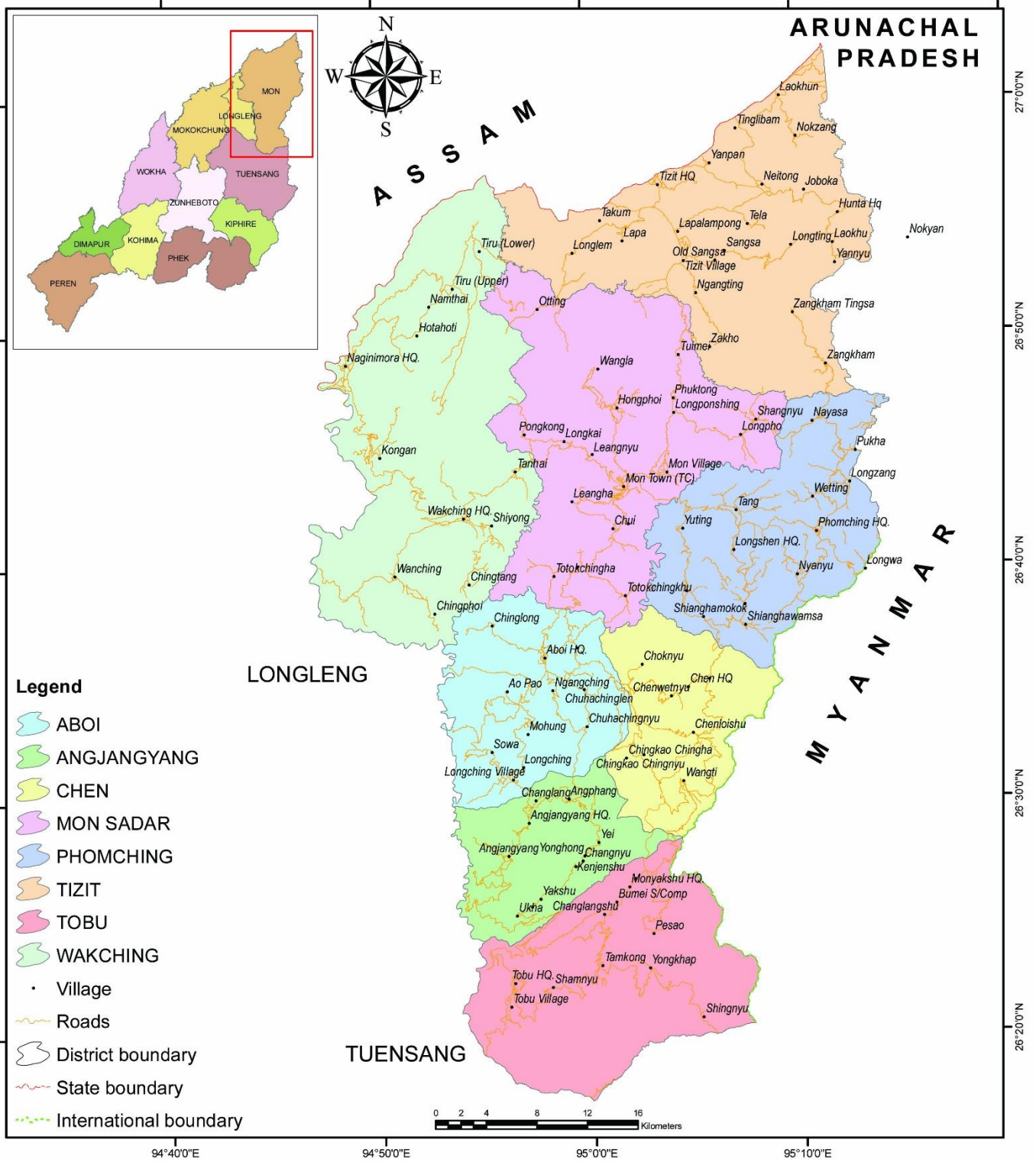
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- Hunta_Circle
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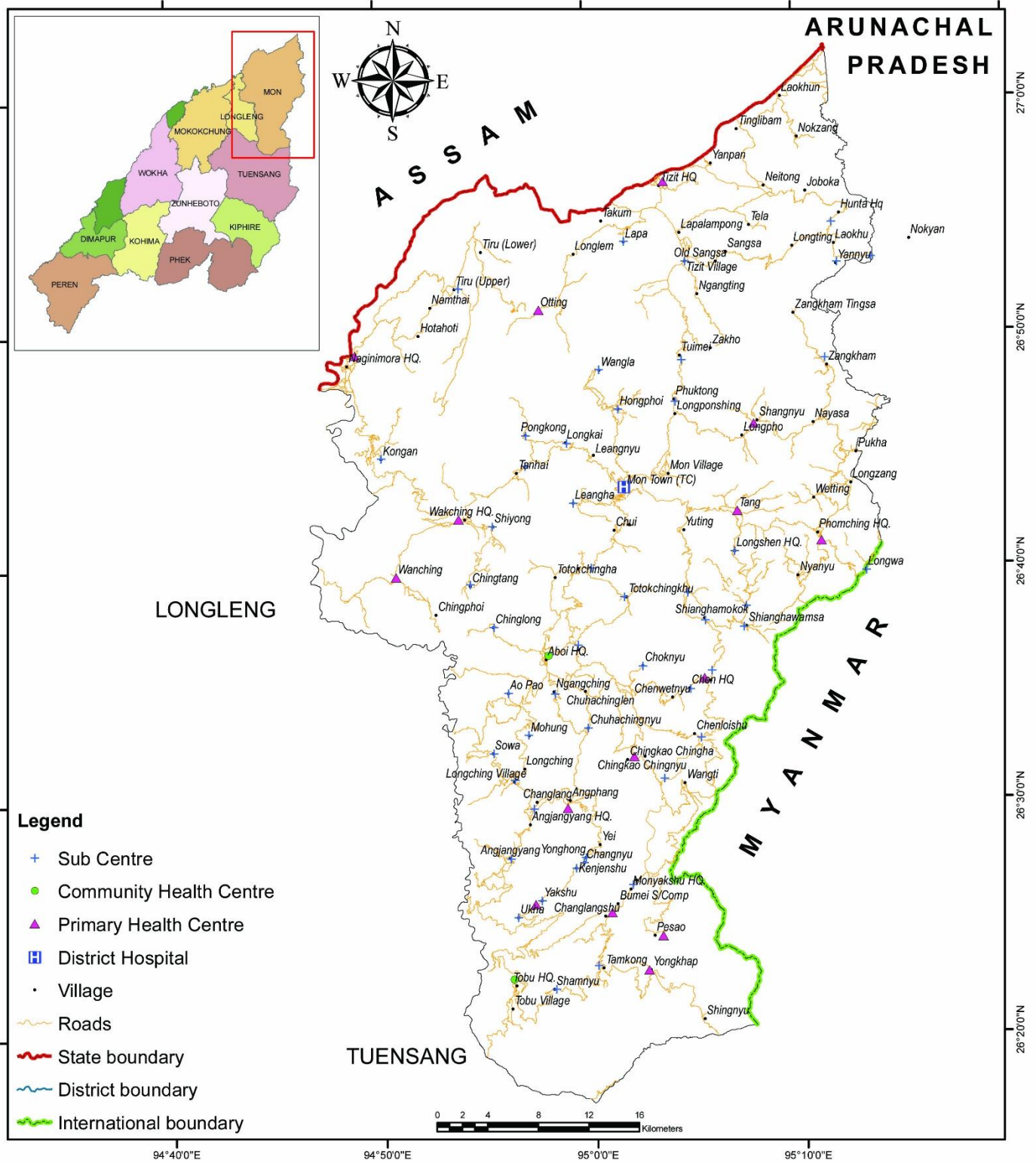


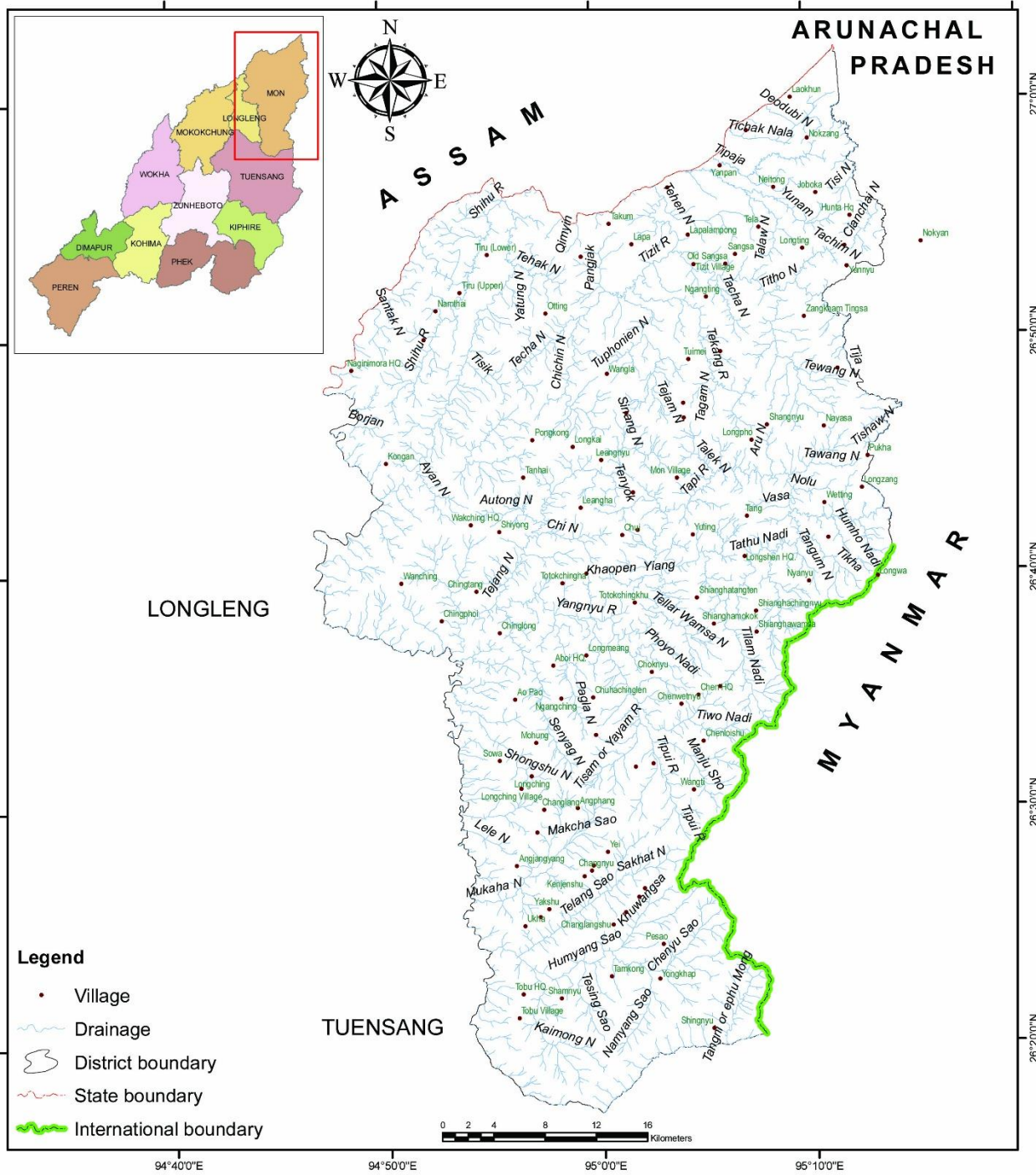
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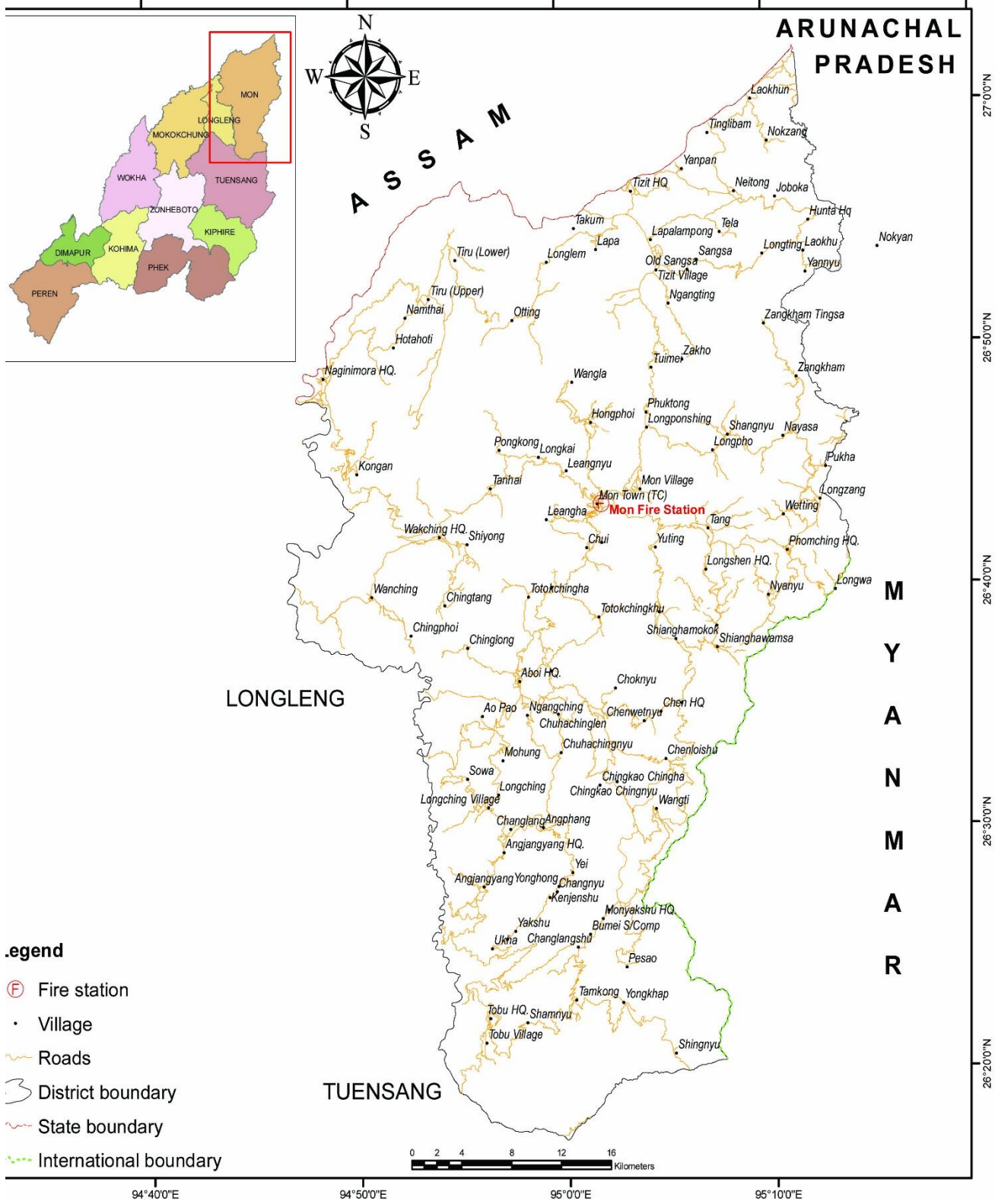












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