

## Institutional Mechanism

The Disaster Management Act, 2005 lays down institutional, legal, financial and coordination mechanisms at the National, State, District and Local levels. These institutions are not parallel structures and will work in close harmony. The institutional mechanism will facilitate the predefine roles and responsibilities to the designees accountable for disaster management at various levels as displayed in following figures and tables.

### 3.1 DM Organizational Structure at National Level

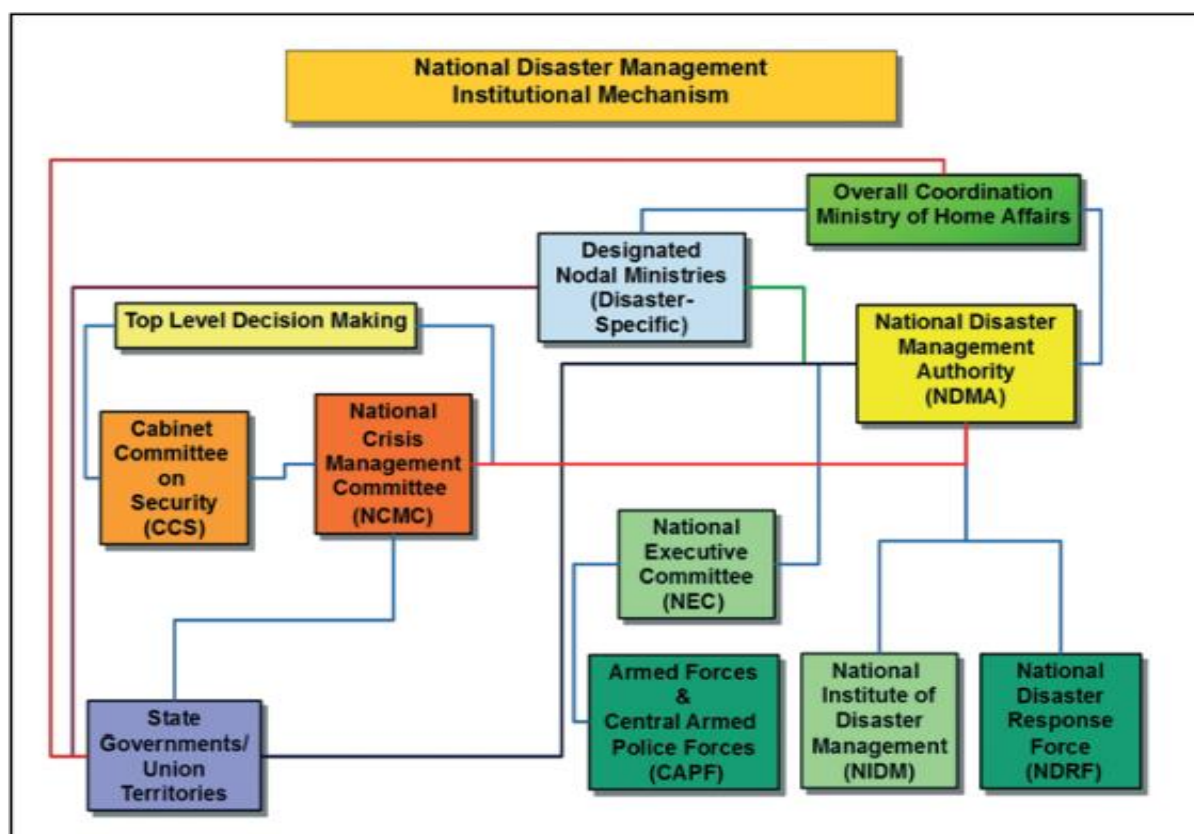


Fig: Institutional Mechanism at National Level

Table: National Institutions and their roles

Name	Name	Vital role
1.	<b>Cabinet Committee on Security (CCS)</b> <ul style="list-style-type: none"> <li>Prime Minister,</li> <li>Minister of Defence,</li> <li>Minister of Finance,</li> <li>Minister of Home Affairs, and</li> <li>Minister of External Affairs</li> </ul>	<ul style="list-style-type: none"> <li>Evaluation from a national security perspective, if an incident has potentially security implications.</li> <li>Oversee all aspects of preparedness, mitigation and management of Chemical, Biological, Radiological and Nuclear (CBRN) emergencies and of disasters with security implications</li> <li>Review risks of CBRN emergencies from time to time, giving directions for measures considered necessary for disaster prevention, mitigation, preparedness and effective response</li> </ul>
2.	<b>National Crisis Management Committee (NCMC)</b> <ul style="list-style-type: none"> <li>Cabinet Secretary/Chairperson</li> <li>Secretaries of Ministries /Departments and agencies with specific DM responsibilities</li> </ul>	<ul style="list-style-type: none"> <li>Oversee the Command, Control and Coordination of the disaster response.</li> <li>Give direction to the Crisis Management Group as deemed necessary</li> <li>Give direction for specific actions to face crisis situations</li> </ul>
3.	<b>National Disaster Management Authority (NDMA)</b> <ul style="list-style-type: none"> <li>Prime Minister (Chairperson)</li> <li>Members (not exceeding nine, nominated by the Chairperson)</li> </ul>	<ul style="list-style-type: none"> <li>Lay down policies, plans and guidelines for disaster management</li> <li>Coordinate their enforcement and implementation throughout the country</li> <li>Approve the NDMP and the DM plans of the respective Ministries and Departments of Government of India</li> <li>Lay down guidelines for disaster management to be followed by the different Central Ministries,/ Departments and the State Governments</li> </ul>
4.	<b>National Executive Committee (NEC)</b> <ul style="list-style-type: none"> <li>Union Home Secretary (Chairperson)</li> <li>Secretaries to the GOI in the Ministries/Departments of Agriculture, Atomic Energy, Defense, Drinking Water and sanitation, Environment, Forests and Climate Change, Finance (Expenditure), health and Family Welfare, Power, Rural Development, Science and Technology, Space, Telecommunications,</li> <li>Urban Development, Water</li> </ul>	To assist the NDMA in the discharge of its functions; <ul style="list-style-type: none"> <li>Preparation of the National Plan.</li> <li>Coordinate and monitor the implementation of the National Policy.</li> <li>Monitor the implementation of the National Plan and the plans prepared by the Ministries or Departments of the Government of India.</li> <li>Direct any department or agency of the Govt. to make available to the NDMA or SDMAs such men, material or resources as are available with it for the purpose of emergency response, rescue and relief.</li> <li>Ensure compliance of the directions issued by the Central</li> </ul>

		<p>Resources, River development and Ganga Rejuvenation.</p> <ul style="list-style-type: none"> <li>The Chief of the Integrated Defence Staff of the Chiefs of Staff Committee, ex Officio as members.</li> <li>Secretaries in the Ministry of External Affairs, Earth Sciences, Human Resource Development, Mines, Shipping, Road Transport and Highways and Secretary, NDMA are special invitees to the Meetings of the NEC.</li> </ul>	<p>Government, Coordinate response in the event of any Threatening disaster situation or disaster.</p> <ul style="list-style-type: none"> <li>Direct the relevant Ministries / Departments of the GI, the State Governments and the SDMAs regarding measures to be taken in response to any specific threatening disaster situation or disaster.</li> <li>Coordinate with relevant Central Ministries/ Departments / Agencies which are expected to provide assistance to the affected State as per Standard Operating Procedures (SOPs).</li> <li>Coordinate with the Armed Forces, Central Armed Police Forces6 (CAPF), the National Disaster Response Force (NDRF) and other uniformed services which comprise the Gol's Response to aid the State authorities.</li> <li>Coordinate with India Meteorological Department (IMD) and a number of other Specialised scientific institutions which constitute key early warning and monitoring agencies.</li> <li>Coordinate with Civil Defence volunteers, home guards and fire services, through the relevant administrative departments of the State Governments</li> </ul>
5.	<b>National Disaster Response Force (NDRF)</b>	<ul style="list-style-type: none"> <li>Specially trained force</li> <li>headed by a Director</li> <li>General Structured like</li> <li>Para military forces for rapid deployment</li> </ul>	<ul style="list-style-type: none"> <li>Provide assistance to the relevant State Government/District Administration in the event of an imminent hazard event or in its aftermath</li> </ul> <p><b>NDRF Battalion located at Jachh, Nurpur, District Kangra, HP and Bhatinda, Punjab have been given the responsibility for deployment in Kangra, Himachal Pradesh.</b></p>
6.	<b>National Institute of Disaster Management (NIDM)</b>	<ul style="list-style-type: none"> <li>Union Home Minister;</li> <li>Vice Chairman, NDMA;</li> <li>Members including</li> <li>Secretaries of various nodal Ministries and</li> <li>Departments of Government of India and State Governments and heads of national levels scientific, research and technical organizations, besides eminent scholars, scientists and practitioners.</li> </ul>	<ul style="list-style-type: none"> <li>Human resource development and capacity building for disaster management within the broad policies and guidelines laid down by the NDMA</li> <li>Design, develop and implement training Programme Undertake research. Formulate and implement a comprehensive human resource development plan</li> <li>Provide assistance in national policy formulation, assist other research and training institutes, state governments and other organizations for successfully discharging their responsibilities</li> <li>Develop educational materials for dissemination</li> <li>Promote awareness generation.</li> </ul>
7.	<b>National Integrated Operations Centre (NIOC)</b>	<ul style="list-style-type: none"> <li>Minister of Home Affairs</li> </ul>	<ul style="list-style-type: none"> <li>The National Integrated Operations Center is being maintained and run on 24 x 7 basis at MHA, North Block, New Delhi with latest and state of the art equipment. An alternate NIOC has been established at National Disaster Management Authority (NDMA) which is a mirror image of the National IOC and will be a back-up to handle any eventuality if for any reason the NIOC at MHA becomes non-operational.</li> </ul>

From time to time, the central government notifies hazard-specific nodal ministries to function as the lead agency in managing particular types of disasters (see Table for current list of disaster specific nodal ministries notified by Gol).

**Table: Nodal Ministry for Management / Mitigation of Different Disasters**

SN	Disaster	Nodal Ministry/ Department
1)	Biological	Min. of Health and Family Welfare (MoHFW)
2)	Chemical and Industrial	Min. of Environment, Forest sand Climate Change (MoEFCC)
3)	Civil Aviation Accidents	Min. of Civil Aviation (MoCA)
4)	Cyclone/Tornado	Min. of Earth Sciences (MoES)
5)	Tsunami	Min. of Earth Sciences (MoES)
6)	Drought/Hailstorm/Cold Wave and Frost/Pest Attack	Min. of Agriculture and Farmers Welfare (MoAFW)
7)	Earthquake	Min. of Earth Sciences (MoES)
8)	Flood	Min. of Water Resources (MoWR)
9)	Forest Fire	Min. of Environment, Forest sand Climate Change (MoEFCC)
10)	Landslides	Min. of Mines (MoM)
11)	Avalanche	Min. of Defence (MoD)
12)	Nuclear and Radiological Emergencies	Dept. of Atomic Energy (DAE)
13)	Rail Accidents	Rail Accidents Min. of Railways (MoR)
14)	Road Accidents	Min. of Road Transport and Highways (MoRTH)
15)	Urban Floods	Min. of Urban Development (MoUD)

### 3.2DM Organizational Structure at State Level

At the State level, the State Disaster Management Authority under the chairmanship of the Chief Minister stood constituted on 1.6.2007 and has the responsibility of policies, plans and guidelines for DM and coordinating their implementation for ensuring timely, effective and coordinated response to disasters. The Chief Secretary is the Chief Executive Officer of the SDMA. Besides, the SDMA has seven other members.

## Members of HPSDMA

1.	Hon'ble Chief Minister	Chairman
2.	Hon'ble Revenue Minister	Member
3.	Chief Secretary	Chief Executive Officer, ex officio
4.	ACS cum FC (Revenue)	Member
5.	Principal Secretary (Home)	Member
6.	Principal Secretary (PWD/I&PH)	Member
7.	Principal Secretary (Health)	Member
8.	Director General of Police	Member
9.	Secretary (Revenue)	Member Secretary

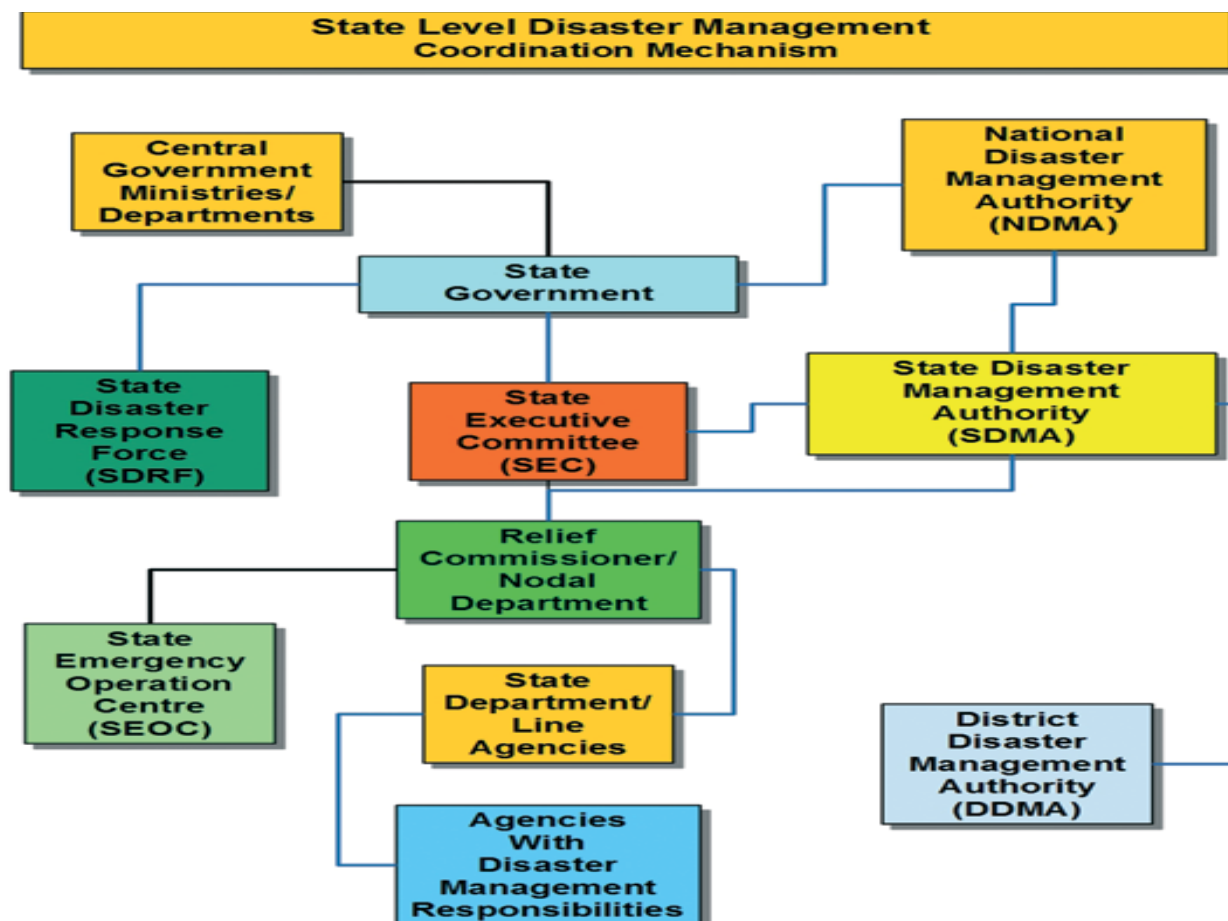


Fig: Institutional Mechanism at State Level

The SDMA will, inter alia approve the State Plan in accordance with the guidelines laid down by the NDMA, approve DMPs prepared by the departments of the State Government, lay down guidelines to be followed by the departments of the Government of the State for the purpose of integration of measures for prevention of disasters and mitigation in their development plans and projects, coordinate the implementation of the State Plan, recommend provision of funds for mitigation, preparedness measures, review the developmental plans of the different Departments of the State to ensure the integration of prevention, preparedness and mitigation measures and review the measures being taken for mitigation, capacity building and preparedness by the departments.

### SDMA Roles and Responsibilities

As per Section (18) of Disaster Management Act 2005, SDMA has been designated by certain Roles and Responsibilities:

- It has the responsibility for laying down policies and plans for disaster management within the State.
- Approve the disaster management plans prepared by the departments of the Government of the State.
- Lay down guidelines to be followed by the departments of the Government of the State for the purposes of integration of measures for prevention of disasters and mitigation in their development plans and projects and provide necessary technical assistance therefore.
- Coordinate the implementation of the State Plan.
- Recommend provision of funds for mitigation and preparedness measures.
- Review the development plans of the different departments of the State and ensure that prevention and mitigation measures are integrated therein.
- Review the measures being taken for mitigation, capacity building and preparedness by the departments of the Government of the State and issue such guidelines as may be necessary.

#### 3.2.1 State Executive Committee:

The State Executive Committee (SEC) headed by the Chief Secretary and four other Secretaries as its members shall be there to assist the SDMA in the performance of its functions. The SEC will further provide necessary technical assistance or give advice to District Authorities and local authorities for carrying out their functions effectively, advise the State Government regarding all financial matters in relation to disaster management, examine the construction, in any local area in the State and, if it is of the opinion that the standards laid for such construction for the prevention of disaster is not being or has not been followed, may direct the District Authority or the local authority, as the case may be, to take such action as may be necessary to secure compliance of such standards, lay down, review and update State level response plans and guidelines and ensure that the district level plans are prepared, reviewed and updated, ensure that communication systems are in order and the disaster management drills are carried out periodically. The SEC will also provide information to the NDMA relating to different aspects of DM.

### 3.2.2. State Crisis Management Group

The crisis management group at State and districts level has been constituted for the State. The State Crisis Management Group (SCMG) is headed by the Chief Secretary. The SCMG shall normally handle all crisis situation and advice and guide the District Crisis Management Group (DCMG) also. The DCMG is headed by the District Magistrate and is responsible for on -scene management of the incident emergency.

#### The State Crisis Management Group's function is;

- a) To create a dedicated body that will assess, plan and implement the vital aspects of disaster management (Prevention, mitigation, preparedness and response);
- b) To ensure smooth coordination between Central and State Governments in the event of a disaster.
- c) To create a unified command, control and co-ordination structure for disaster management, integrating the various wings and agencies of government that are necessary for emergency response, as well as for preparedness, mitigation and prevention activities.

### 3.2.3. Himachal Pradesh State Disaster Management Authority

There is a State Emergency Control Room in the **HP Secretariat, Chotta Shimla and Himachal Pradesh 171001** to provide Secretarial support to the Himachal Pradesh State Disaster Management Authority and also facilitate the functioning of the Authority. **1070** is the Helpline Line No. of State Emergency Control room which is operational 24 x 7. This Control Room will receive the information from various sources. It shall be in constant contact with the District Disaster Control Rooms, Police Control Rooms. The State Emergency Control Room will receive the information, record it properly and put up to the State Disaster Management Authority instantly. Similarly the instructions passed by the State Authority shall be conveyed to the addressees and a record maintained to that effect.

The Himachal Pradesh State Disaster Management Authority is involved in the Management of large scale Disasters. The Divisional Commissioner in consultation with other members of the Authority shall decide its involvement after the receipt of the report from the Deputy Commissioner of the Districts.

## 3.3 DM Organizational Structure at District Level

### 3.3.1 District Disaster Management Authority (DDMA)

The DDMA for the district has been notified on 1.6.2007 as table below:

Table

SN	Officer	Position
1.	Deputy Commissioner	Chairman
2.	Superintendent of Police	Member
3.	Chief Medical Officer	Member
4.	Superintendent Engineer (I & PH)	Member
5.	Superintendent Engineer (Power)	Member
6.	Superintendent Engineer (PWD)	Member
7.	Chairman Zila Parishad	Member
8.	Additional District Magistrate	Member Secretary

As per section 25 (3) of the Act, where there is a Zila Parishad in the district, the Chairperson thereof shall be the co-Chairperson of the District Authority and section 25 (4) states that an officer not below the rank of Additional District Magistrate or Additional Deputy Commissioner as the Chief Executive Officer of the District Authority for exercising the powers and perform functions prescribed by the State Government or designated by the District Authority. The DDMA may meet when necessary with time and place being selected by the Chairperson. Under section 28 District Authority as and when considers necessary, constitute one or more advisory committees and other committees for the efficient discharge of its function and appoint from amongst its members the Chairperson of the committee formed and any person associated with the committee or sub – committee will be paid allowances as may be prescribed by the State Government.

#### DDMA Roles and Responsibilities

The roles and responsibilities of the DDMA have been elaborated in Section 30 of the DM Act, 2005. It will, inter alia preform the following roles and duties as per the act:

- i. Prepare, Coordinate and monitor a disaster management plan including district response plan for the district;
- ii. Ensure that the areas in the district vulnerable to disasters are identified and measures for the prevention of disasters and the mitigation of its effects are undertaken by the departments of the Government at the district level as well as by the local authorities;
- iii. Ensure that the guidelines for prevention of disasters, mitigation of its effects, preparedness and response measures as laid down by the National Authority and State Authority are followed by all the departments of Government at the district level and by the local authorities in the district;
- iv. Review the state of capabilities for responding to any disaster or threatening disastrous situation in the district and give directions to the relevant departments or authorities for their up gradation as may be necessary;
- v. Organize and coordinate specialized training programmes for different levels of officers governmental and non-governmental organizations and voluntary rescue workers in the district;
- vi. Set up, maintain, review and upgrade the mechanism for early warnings and dissemination of proper information to public;

- vii. Ensure that the Departments of the Government at the district level and the local authorities prepare their response plans in accordance with the district response plan;
- viii. Lay down guidelines for, or give direction to, the concerned Department of the Government at the district level or any other authorities within the local limits of the district to take measures to respond effectively to any threatening disaster situation or disaster;
- ix. Advise, assist and coordinate the activities of the Departments of the Government at the district level, statutory bodies and other governmental and non-governmental organizations in the district engaged in the disaster management;
- x. Provide necessary technical assistance or give advice to the local authorities in the district for carrying out their functions;
- xi. Review development plans prepared by the Departments of the Government at the district level, statutory authorities or local authorities
- xii. Identify buildings and places which could, in the event of any threatening disaster situation or disaster, be used as relief centres or camps and make arrangements for water supply and sanitation in such buildings or places;
- xiii. Establish stockpiles of relief and rescue materials or ensure preparedness to make such materials available at a short notice;
- xiv. Ensure communication systems are in order, and disaster management drills are carried out periodically;
- xv. Perform such other functions as the State Government or State Authority may assign to it or as it deems necessary for disaster management in the District.

### 3.3.2 District Disaster Management Committee (DDMC)

The Deputy Commissioner will be responsible for coordination of all disaster management activities at the district level. There shall be a district disaster management authority head by Deputy Commissioner. The district authority shall approve the disaster management plans and review all the measures related to pre and post phases to the hazards. The district disaster management committee comprises member from Zilla Parishad / panchayat, different line department, NGOs and other to be notified by the department of disaster management from time to time. Specific Committees may be formed by chairman of district authority such as DM Relief Committee, DM Rehabilitation Committee etc.

**Table:**

SN	Designation	Position in DDMC
1	Deputy Commissioner/ District Magistrate	Chairmen
2	Commissioner of Municipal Corporation, Dharamshala	Member
3	Superintending Engineer, BBMB, Talwara	Member
4	Superintending Engineer/ Executive Er., I&PH	Member
5	Superintending Engineer/ Executive Er., HPSEB	Member
6	Superintending Engineer/ Executive Er., HPPWD	Member
7	Superintending Engineer, NH Shahpur	Member
8	Additional District Magistrate, CEO, DDMA Kangra	Member
9	All Sub Divisional Magistrates	Member
10	Conservator of Forest, Kangra	Member
11	DIG. CTC. SSB Sapari (Jawalamukhi)	Member
12	District Controller, Food, Civil Supplies & Consumer Affairs	Member
13	General Manager, BSNL	Member
14	District Informatics Officer	Member
15	District Tourism Development Officer	Member
16	District Superintendent of Police	Member
17	Senior Medical Superintend Zonal Hospital	Member
18	Medical Superintend RPGMC, Tanda	Member
19	Regional Transport Officer	Member
20	Divisional Manager – HRTC	Member
21	Commandant, Home Guards/ Civil Defense	Member
22	Assistant Town and Country Planner	Member
23	District Public Relation Officer (Media)	Member
24	Deputy Director, Horticulture	Member
25	Deputy Director, Agriculture	Member
26	Dy. Director Elementary Education	Member
27	Dy. Director Higher Education	Member
28	Dy. Director Animal Husbandry	Member
29	General Manager (District Industry Center)	Member
30	District Revenue Officer	Member
31	District Panchayat Officer	Member
32	Red Cross / NGO Representative	Member

### 3.3.3 Sub Divisional Disaster Management Committee

In each Sub Division, there shall be a Disaster Management Committee which will oversee all activities in disaster management. It will also constitute a Disaster Management Team consisting of officials and non – officials and organize training for them to be able to discharge their duties property.

**Table:**

SN	Department	Position
1	Sub Divisional Magistrate	Chairman
2	Block Development Officers	Member
3	Fire Manager	Member
4	Tehsildar/ Naib Tehsildar	Member
5	Town planning Officer	Member
6	Assistant EngineerI&PH	Member
7	Assistant Engineer, HPSEB	Member
8	Assistant Engineer, HPPWD	Member
9	Junior engineer Telecom	Member
10	Medical officer- Health Center	Member
11	Head Transport Committee	Member
12	Home guard (Official)	Member
13	Education Officer	Member
14	ASP / DSP (Police)	Member
15	Range Forest officer	Member
Non-Governmental Members		
16	President Municipal council	Member
17	Member of Parliament / Member of Legislative Assembly	Member
18	Chairman - Standing Committee	Member
19	Chairman - Water supply committee	Member
20	Chairman - city planning committee	Member
21	Chairman - construction committee	Member
22	President Mahila Mandal	Member
23	Local N.G.O.	Member
24	Other- Decided By SDM	Member

### 3.3.4 Block / Tehsil Level Disaster Management Committee

Block/Tehsil level Disaster Management Committees will be constituted and will be headed by Block Development Officer / Tehsildar as the case may be. Officers from different departments and representatives of Panchayati Raj will be members of this Committee. The Committee will look into all the aspects of disaster management including mitigation preparedness, response and relief.

Following members are clubbed in Block / Tehsil level Disaster Management Committee:

**Table:**

SN	Department	Position
1	Sub Divisional Magistrate / Tehsildar / Block Development Officer	Chairman
2	Naib Tehsildar	Member
3	Executive/ Junior EngineerI&PH	Member
4	Executive/ Junior Engineer, HPSEB	Member
5	Executive/ Junior Engineer, HPPWD	Member
6	Junior Engineer- Telecom	Member
7	Medical officer (PHC)	Member
8	Police Inspector/ Police Sub Inspector	Member
9	Godown manager - DFSC	Member
10	Depot manager – State Transport	Member
11	Forest officer	Member
Non - Government Member		
12	M.P	Member
13	M.L.A	Member
14	Chairman - social justice committee	Member
15	Mahila Mandal	Member
16	NGO Representatives	Member

### 3.3.5 Village Disaster Management Committee

Each village shall have a Disaster Management Committee consisting of officials and non-officials. The Committee will be constituted to be overseen by the Gram Sabha. The Committee will broadly be responsible for awareness generation; Warning dissemination; Community preparedness plan. Adopting safe housing practices, organizing and cooperating relief in post disaster situations. The members are:

**Table:**

SN	Designation/ Officer	Position
1	Pradhan	Chair person
2	Panchayat Secretary	Member
3	Principal (Education)	Member

4	Health Worker	Member
5	Anganwadi Worker	Member
6	President Union / Association	Member
7	Community Representative	Member
8	Community Representative	Member
9	Community Representative	Member
10	Fair Price Shop Holder	Member

### 3.3.6 Task Force at Block/ Village Level

From Block Level onwards groups may be formed of volunteer basis at respective levels and for following tasks necessary trainings and resources shall be arranged with the support of district authority for carrying out the following task:

Block level Task Force	<u>Warning Group</u> - Warn the community of the impending danger. <u>Rescue &amp; Evacuation Group</u> - To be put into task immediately after abatement of calamity.
G.P. Level Task Force	<u>Water &amp; Sanitation Group</u> - Ensured safe drinking water in the shelter camps, MCS <u>Shelter management Group</u> - Shall remain overall charge of managing the evacuees in shelter camps.
Village Level Task Force	<u>First AID &amp; Medical Group</u> - Shall take care of the minor elements in the rescue camp. <u>Patrolling and Liaison Group</u> - Shall watch & Word belongings of the inmates in the shelter camps & keep liaison with Govt.

### 3.3.7 IRS: On Site Action/ Response plan during Disasters:

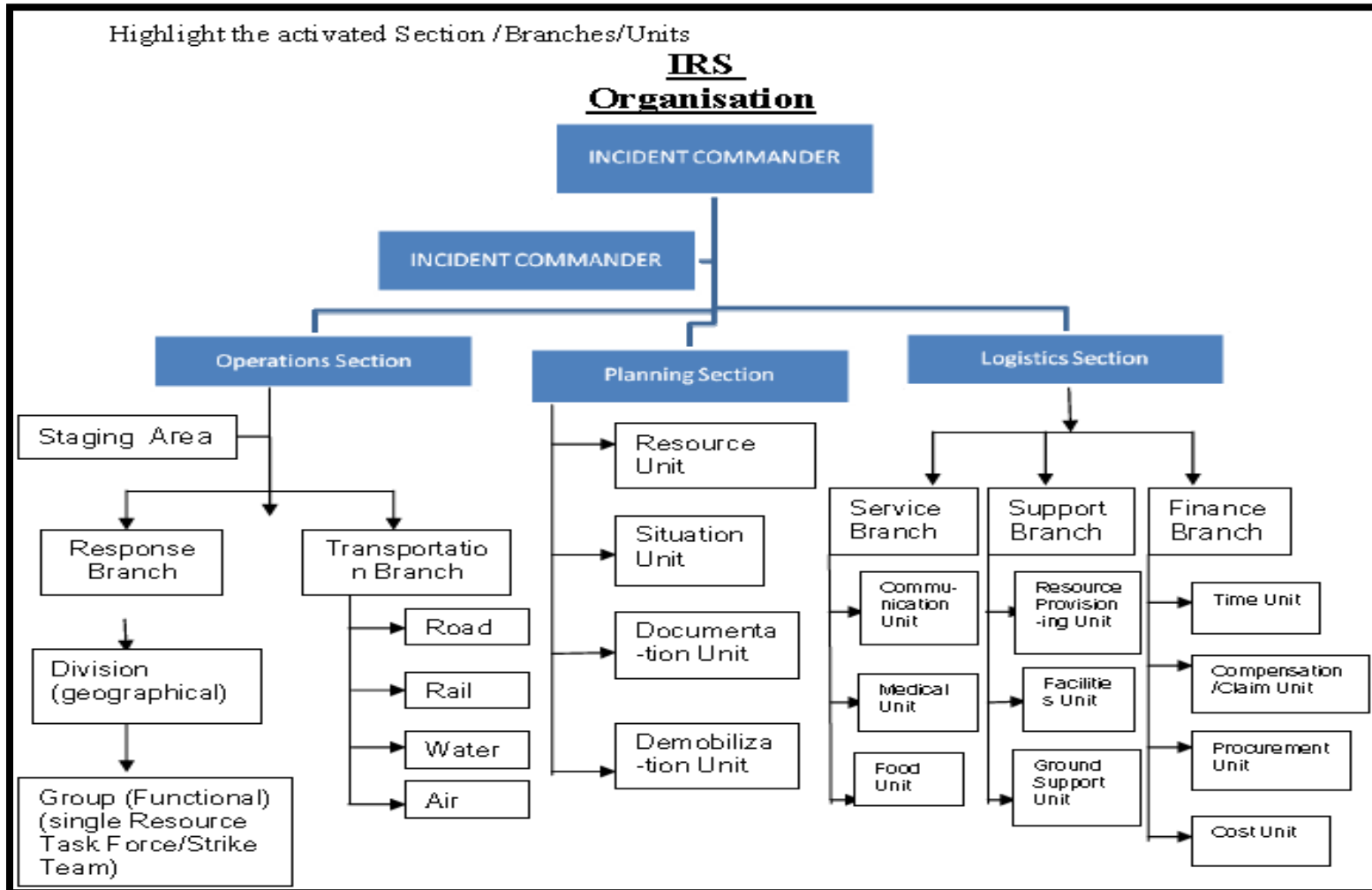
The following would be the broad guidelines for actions during disasters: -

- a) Assess the full extent of the disaster/calamity and the damages/losses incurred
- b) Plan and supervise search and rescue operations
- c) Allocate clear responsibilities to the officers and provide them necessary resources along with necessary delegations and Mobilize resources from outside the district if the situation so warrants.
- d) Finalize the relief to be provided to the affected persons and ensure its timely distribution
- e) Document the disaster including the lessons learnt Last but not least, keeping informing the higher authorities about the whole incident.

And all of the above objectives can be achieved by Incident Response System (IRS) which is still in its infancy stag of implementation and training programs are conducted to have it streamlined in the existing administrative structure of the district. The Incident Commander would be assisted by various service divisions of the District Disaster Management Authority and Sub-Divisional Authorities. These sections would work to the requirement of the emergency. Incident Commander would be assisted by the Incident Response Teams (IRTs) consisting of

functionaries from various department depending upon ESF Plan and roles of various departments.

The DDMA would notify in-charge for all positions as per the IRS onsite response for the district, Sub-division and block level. A sample IRT framework is given in fig. The DDMA would also form IRTs for all divisions and notify them. All the functionaries of IRT and IRS would be trained to understand the IRS system.





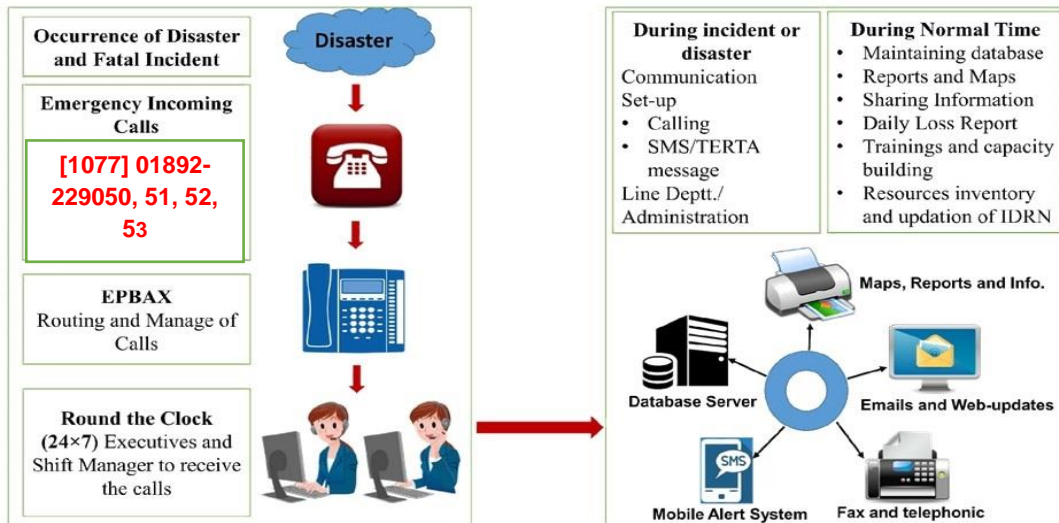
**Table: Proposed Incident Response Team District Kangra**

<b>SN</b>	<b>IRS Designated/ Post</b>	<b>Suggested Position / Rank District</b>
1.	Responsible officer	Deputy Commissioner
2.	Incident Commander	ADM- Kangra
3.	Deputy IC	SDM–Dharamshala
4.	Liaison Officer	AC to DC
5.	Information & Media Officer	DPRO
6.	Safety Officer	Commandant Home Guard
7.	Operation Section Chief	Superintendent of Police .
8.	Staging Area Manager	PO DRDA
9.	Response Branch Director	ASP
10.	Transportation Branch Director	RM HRTC
11.	Planning Section Chief	ADC- Kangra
12.	Situation Unit Leader	ARO Planning
13.	Resource Unit Leader	Executive Engineer PWD
14.	Documentation Unit Leader	Superintendent Grade I (DC office)
15.	Demobilization Unit Leader	District Nazir
16.	Logistic Section Chief	DRO Kangra
17.	Service Branch Director	Superintendent Revenue
18.	Support Branch Director	SDK
19.	Communication Unit Leader	JTO (Local)
20.	Food Unit Leader	DFSC
21.	Facilities Unit Leader	ADIO
22.	Ground Support Unit Leader	Exe Er. PWD (Meth)/Works Manager HRTC
23.	Medical Unit Leader	CMO
24.	Finance Branch Director	District Treasury Officer
25.	Cost Unit Leader	Accounts Officer(AO)

### **3.3.8 District Emergency Operation Centre (DEOC – Kangra)**

DEOC, Kangra is located in room number 823 of the Deputy Commissioner Office Complex, Kangra of District Kangra (H.P). The office of DEOC, Kangra is also near to SP office. It is placed in the third floor of the building with having single entry and exiting to the room with alternate entry/ exiting facility for the building. It is accessible through Stairs.

### Functioning of District Emergency operation Centre DOEC, Kangra (HP)



The DEOC Kangra would perform the following functions:-

- a. District control room would be the nerve center for the disaster management;
- b. To monitor, coordinate and implement the actions for disaster management;
- c. Activate the Emergency Support Functionaries (ESF) in the event of a disaster and coordinate the actions of various departments/agencies;
- d. Ensure that all warning, communication systems and instruments are in working conditions;
- e. Receive information on a routine basis from the district departments on the vulnerability of the various places up to village level (parts of the districts);
- f. Receive reports on the preparedness of the district level departments and the resources at their disposal to arrange and meet their requirements;
- g. Maintain a web-based inventory of all resources through the India Disaster Resource Network (IDRN);
- h. Provide information to the Relief Commissioner' Office of the disaster/emergencies/accidents taking place in the district regularly and maintain a database of disasters and losses caused by them;
- i. Monitor preparedness measures and training activities;
- j. Providing information at district level, local level and disaster prone areas through appropriate media;
- k. Brief the media of the situations and prepare day to day reports during the disasters;
- l. To report the actual scenario and the action taken by the District Administration;
- m. Maintain a database of trained personnel and volunteers who could be contacted at any time;
- n. Liaise with on-site operation center, State EOC and other emergency services.

The Deputy Commissioner cum chairman DDMA - Kangra shall be the Nodal Officer for Disaster Management would be in-charge of the DEOC. The design, layout, equipment and operation of the DEOC would be as per the EOC Manual prepared at the State level.

### Alternate Emergency Centre– Kangra

- Emergency Response centers at Sub Division level of district Kangra.
- Disaster Response task force at SP office for Emergency Communication and Response.

#### Messengers

- Use of messengers as a last resort to carry the hand written messages to persons concerned in dealing with the disaster.
- A dedicated vehicle shall be made available for the Task Force for quick response in case of emergency.

### 3.3.9. Local Authorities

For the purpose of this Policy, local authorities would include Panchayati Raj Institutions (PRI's), Municipalities, District and Cantonment Institutional and Legal Arrangements Boards, and Town Planning Authorities which control and manage civic services. These bodies will ensure capacity building of their officers and employees for managing disasters, carry out relief, rehabilitation and reconstruction activities in the affected areas and will prepare DM Plans in consonance with the guidelines of the NDMA, SDMAs and DDMA's. Specific institutional framework for dealing with disaster management issues in mega cities will be put in place.

### 3.3.10. Other Institutional Arrangements

#### Armed Forces

Conceptually, the Armed Forces are called upon to assist the civil administration only when the situation is beyond their coping capability. In practice, however, the Armed Forces form an important part of the Government's response capacity and are immediate responders in all serious disaster situations. On account of their vast potential to meet any adverse challenge, speed of operational response and the resources and capabilities at their disposal. These include communication, search and rescue operations, health and medical facilities, and transportation, especially in the immediate aftermath of a disaster. Airlift, heli-lift and movement of assistance to neighboring countries primarily fall within the expertise and domain of the Armed Forces. The Armed Forces will participate in imparting training to trainers and DM managers, especially in CBRN aspects, heli-insertion, high-altitude rescue, waterman ship and training of paramedics. At the State and District levels, the local representatives of the Armed Forces will be included in their executive committees to ensure closer coordination and cohesion.

#### Central Paramilitary Forces

The Central Paramilitary Forces (CPMFs), which are also the Armed Forces of the Union, play a key role at the time of immediate response to disasters. Besides

contributing to the NDRF, they will develop adequate disaster management capabilities within their own forces and respond to disasters which may occur in the areas where they are posted. The local representatives of the CPMFs located in the district will be co-opted/invited in the DDMA meeting for better coordination.

### State Police Forces and India Reserve Battalions

The State Police Forces and the India Reserve Battalions are crucial for immediate responders to disasters. The existing Police Forces located in the district will be trained in advanced Search and Rescue and Medical First Aid techniques so that their services can be utilized in disaster situations/events.

### Fire Services and Home Guards

The Home Guards and Fire Services will be assigned an effective role in the field of disaster management. They will be deployed for community preparedness, conduct of mock drill and public awareness. A culture of voluntary reporting to duty stations in the event of any disaster will be promoted. The Fire Services upgraded to acquire multi-hazard rescue capability. The existing set up of these services would be strengthened to take up the new role more effectively.

### Role of supporting agencies

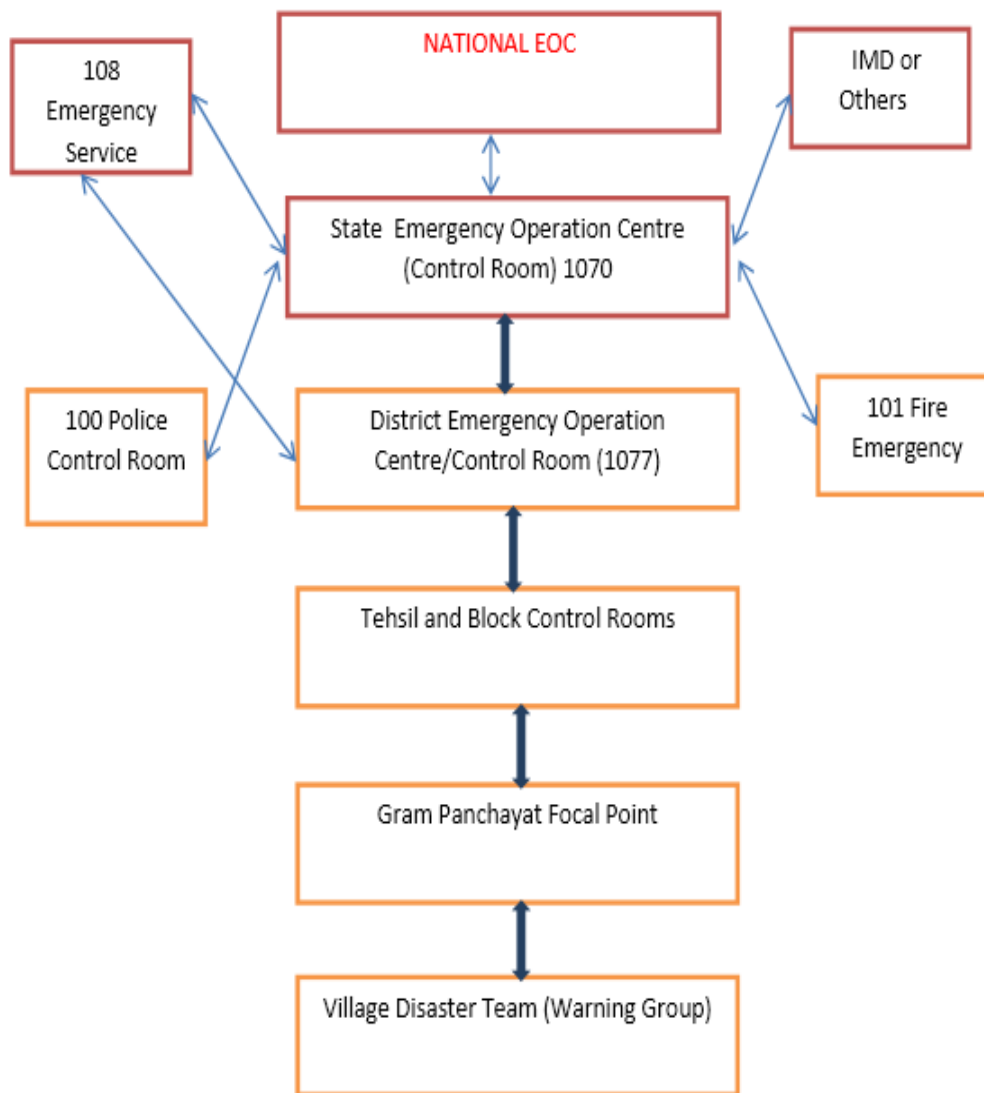
National Cadet Corps (NCC), National Service Scheme (NSS), Nehru Yuva Kendra Sangathan (NYKS), Scouts and Guides, Youth and Women organizations. NCC, NSS, NYKS, Scouts and Guides, Mahilla and Yuvak Mandals as organisations would be roped in DM. They will be trained in search and rescue (SAR) and medical first aid (MFA) and other aspects of DM as per the need. The potential of these organisation would be also be used for education and awareness generation in DM. And a database of trained personnel would be created and uploaded regularly in the DDMA website.

## 3.4 Emergency Service Facilities based on Public Private Partnership

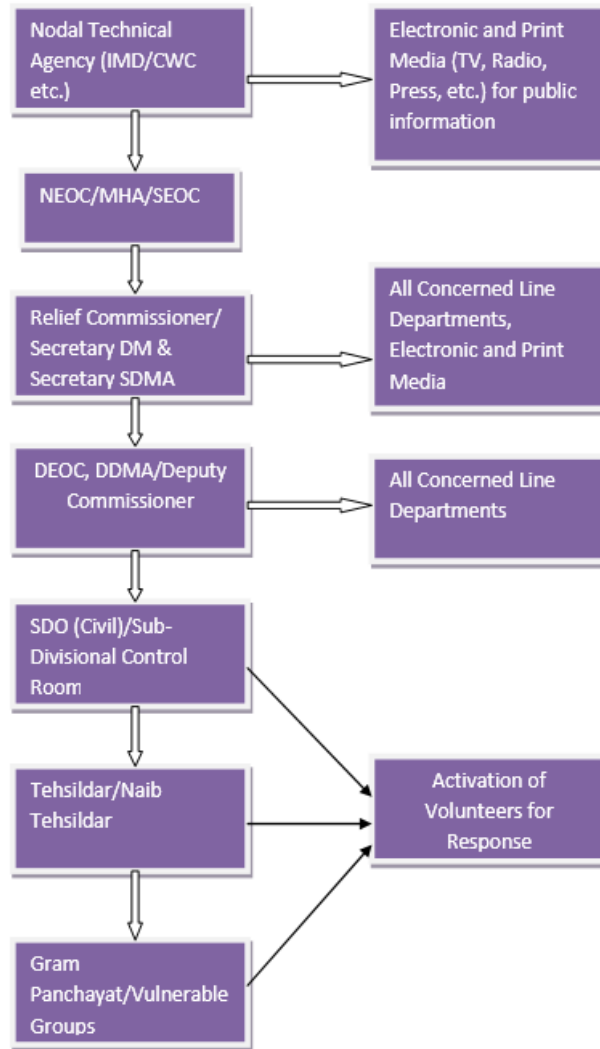
**Table:**

SN	Facilities	Emergency Services	Nodal officer	Contact
1.	108 GVK EMRI	Medical Services	Project Manager, Kangra	78071-08518
2.	Red Cross Society	Medical Services	Secretary	94188-32244
3.	Community Hall	Shelter service		
4.	Ex–Army Taxi union	Transportation Services	-	01892-223004
5.	Gurudwara and Ashrams	Shelter / Relief Services	-	01892-222105
6.	Tibetan Monasteries	Relief and		
7.	Registered Self Help Groups	Financial Support		

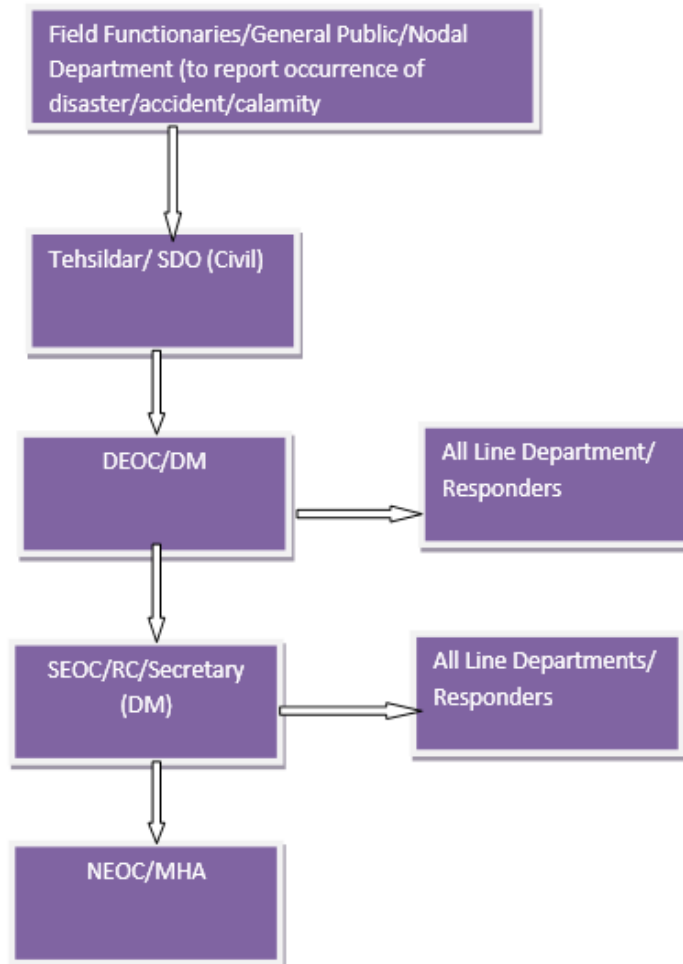
8.	Mountaineering or Water Sports Academy	Search and Rescue Services		
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**Information flow chart in Case I: where early warning signals are Available**



**Information Flow Chart in Case II: Where Incident happens without any early warning signals**



# Annexure

## Task Force at District Level

District Level Task Force comprise of skilled personnel as below:

### Skilled Task Force:-

1. First AID & Medical Team (Annexure)
2. Search and Rescue Team (Annexure)
3. Fire Fighting Team (Annexure)

### Specialized Task Force:-

1. Warning Task Force (Annexure)
2. Water Supply Task Force (Annexure)
3. Shelter Task Force (Annexure)
4. Public Works Task Force (Annexure)
5. Public Health and Sanitation Task Force (Annexure)
6. Telecommunication Task Force (Annexure)
7. Animal Health and welfare Task Force (Annexure)
8. Search and Rescue Task Force (Annexure)
9. Food and Relief Supplies Task Force (Annexure)
10. Electric Power Task Force (Annexure)