



DISASTER MANAGEMENT PLAN

DEPARTMENT HOME GUARDS & CIVIL DEFENCE

GOVERNMENT OF HIMACHAL PRADESH

City Zipcode

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1. INTRODUCTION

1.1 OVERVIEW OF THE DEPARTMENT

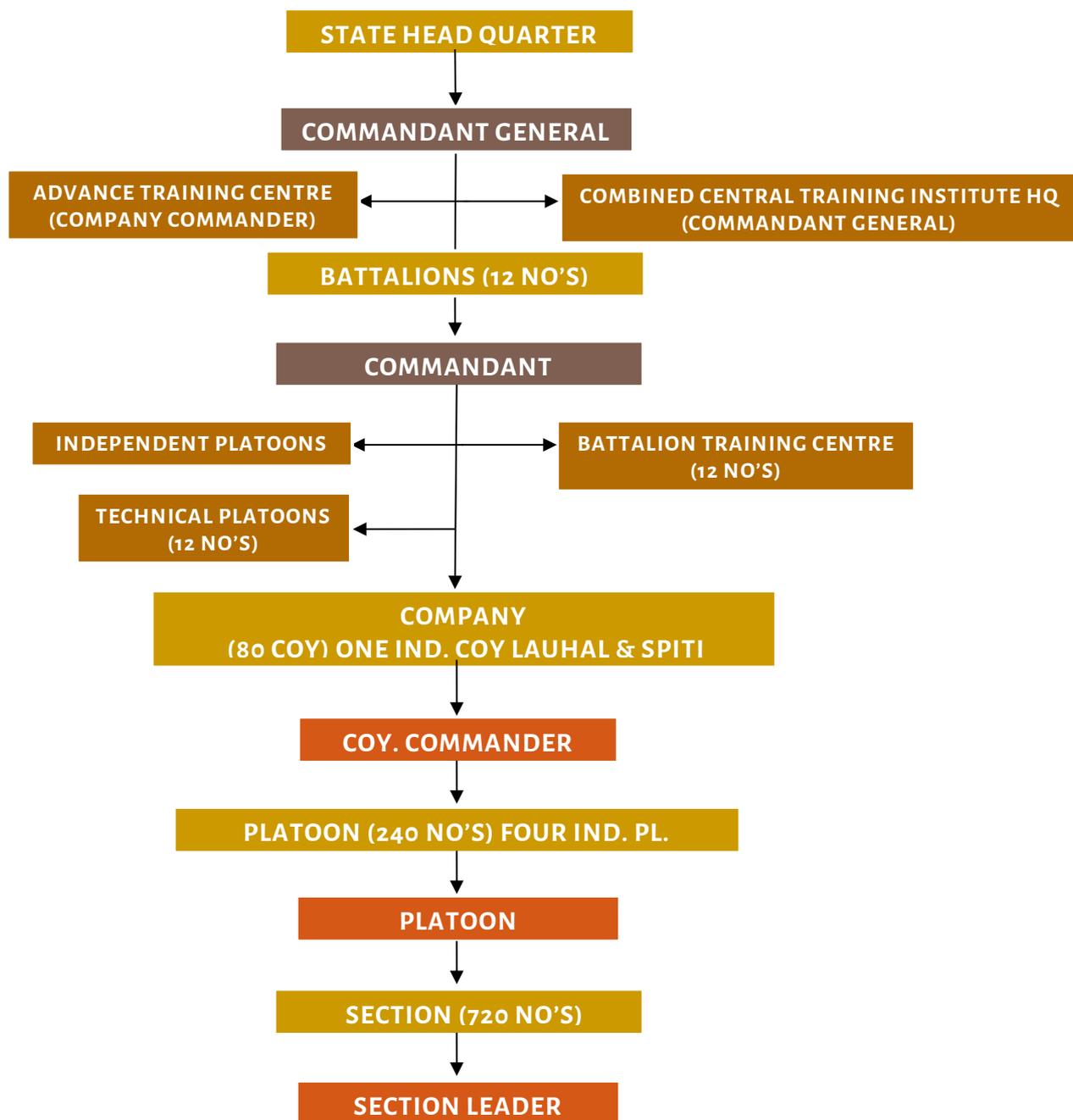
Himachal Pradesh Home Guard Organization was created in 1962. It is a voluntary organization which has been authorized 8000 volunteers by the Government of India. The aim of setting up Home Guard organization was to infuse the spirit of service, courage and patriotism amongst the people and to channelise their energies in the maintenance of law and order and socioeconomic improvement of the State. This organization has its presence in all the 12 districts of Himachal Pradesh in the unit formations of Battalions in all the Districts with an exception of Lahaul & Spiti. Each Home Guard battalion has a complement of 5 to 9 companies which are distributed within the District. Keeping in view, the maximum availability of the volunteers for enrolment as Home Guards in the vicinity.

Being a volunteer's organization, there is only a handful of regular nucleus staff, which has been authorized for raising, maintaining and training of the volunteer members of the organization during the peacetime, and for supervising and maintaining communication with the local administrative authorities during emergencies. The Home Guard Volunteers are the backbone of the department, as they are volunteers they are at home doing their own occupation unless called out for the specific duties by the department, therefore, at least 12 hours to 48 hours response time is required to call out these home Guards for any duty. Home Guard Volunteers are presently deployed on various duties with other departments on the requisition and their wages are paid by the concerned departments.

1.1.1 ORGANIZATIONAL STRUCTURE

The structure of the organization consists of Commandant General at the top with Deputy Commandant General and Staff Officers to assist him at the State Headquarters, which has been established in Shimla. At Central Training Institute and Battalion level, the same is commanded by commandant assisted by a nucleus regular staff, comprising of Company commander, Platoon Commanders and Havildar Instructors. At the company level, the same is commanded by Honorary Company Commanders assisted by honorary rank holders in the rank of Senior Platoon Commanders, Platoon Commanders, Havildars and Section leaders.

The following chart shows the structure of the organization:-



1.1.2 DUTIES AND FUNCTIONS OF OFFICERS AND EMPLOYEES OF HOME GUARDS AND CIVIL DEFENCE

At Headquarter Level:

1. **Commandant General:** General supervision and Control of the H.P. Home Guard organization is vested in the Commandant General. He is also the Director of Civil Defence department.
2. **Deputy Commandant General:** He assists the Commandant General in the day to day functioning and Administration of the departments of Home Guards and Civil Defence.
3. **Senior Staff Officer:** He has been delegated the powers of the Head of Office in relation to the Headquarter Staff and assists the Commandant General in the establishment and financial matters.

4. **Junior Staff Officer (Training):** He assists the Commandant General in regulating training, enrolment and deployment of Home Guard volunteers.
5. **Junior Staff Officer (Supply):**
 - a. He assists the Commandant General in the procurement, accounting and distribution of stores / uniforms articles.
 - b. He is responsible for putting up the cases for sanction, purchase & repairs with respect to buildings, transport, stores etc. to the appropriate competent authority.
6. **Superintendent Grade-I:** He is the senior-most official in the ministerial cadre and is responsible for opening the dak /communication letters received from other offices. He is also responsible to mark the dak amongst dealing Assistants of concerned branches and after scrutiny of each case, all the files pertaining to all sections are submitted to the higher authorities through the Superintendent Grade-I. He supervises the functioning of the clerical staff at Directorate level.

At District level:

1. **Commandants Battalion:**
 - a. He acts as the Head of the office in the Battalion.
 - b. He is responsible for calling out Home Guards for various duties as per the requirement of District Administration subject to the final approval/sanction of the Commandant General.
 - c. He is responsible for enrolment, maintenance of record training discipline and welfare of Home Guards volunteers in his Battalion.
 - d. Commandant Home Guards 3rd Bn. Shimla also works as Deputy Controller Civil Defence in Shimla Town.
 - e. Commandants act as Disbursing Officers in relation to the Fire Stations established in the area of his jurisdiction.
2. **Company Commander (BAO):**
 - a. He acts as 2nd in Command to the Commandant Home Guards.
 - b. He is responsible for assisting the Commandant in the call-out and deployment of Home Guards and other administration related functions.
3. **Company Commander (Honorary):**
 - a. He acts as Incharge of a Company of Home Guard Volunteers.
 - b. He is responsible for accounting and maintaining Company stores.
 - c. He is responsible for mustering Home Guard volunteers as and when directed by the Commandant of the Battalion and for this purpose he is required to keep in constant contact with those volunteers in his Company who are not on call-up duty.

1.1.2 Home Guard battalion in the state

State HQ	State of HP and any other area out of state as per the direction of State Govt.
1st Bn. Kinnaur	- Distt. of Kinnaur.
2 nd Bn. Shimla	- Distt. of Shimla.
3 rd Bn. Shimla	- Distt. of Shimla.
4 th Bn. Nahan	- Distt. Of Nahan.
5 th Bn. Bilaspur	- Distt. Of Bilaspur.

6 th Bn. Mandi	- Distt. ofMandi.
7 th Bn. Kullu	- Distt. Of Kullu.
8 th Bn. Chamba	- Distt. Of Chamba.
9 th Bn. D/Shala	- Distt. of Kangra.
10 th Bn. Hamirpur	- Distt. Of Hamirpur.
11 th Bn. Solan	- Distt. Of Solan.
12 th Bn. Una	- Distt. ofUna.
Independent Coy.Lahual & Spiti	-Distt. Of Lahual & Spiti.

All battalion Commandants will define the area of responsibilities for all companies/ independent platoons under them so that there is no duplication. Bns. & Coys will also make in their plans the provision for deployment of SRTs in other battalion/coy areas.

Interlinking of Bns. for DM Tasks will be as follows:

1	North Zone	Kangra, Chamba, Una, Hamirpur.
2	Central Zone	Mandi, Kullu, LahualSpiti, Bilaspur.
3	South Zone	Shimla, Solan, Sirmour, Kinnaur.

1.2 PURPOSE OF THE PLAN

Every department of the State Governments is legally mandated under Section 40 of Disaster Management Act 2005 to prepare its disaster management plan in accordance with the guidelines laid down by the State Disaster Management Authority. The Act stipulates that while preparing the plan, every Department shall make provisions for financing the activities specified therein

- The plan shall be reviewed and updated annually
- A report on the status of implementation of the plan has to be furnished to the State Executive Committee.
- The basic purpose of this Disaster Management plan is to provide guidance to attached and subordinate offices as well as other agencies within the Department to manage the risks of disasters before, during, and after disasters.

1.3 SCOPE OF THE PLAN

This plan clarifies the significance of various disaster management activities which are needed to be performed for making Department premises safer. It gives comprehensive information regarding hazards, their probability and methods to reduce their impact on planning, mitigating and building the capacity of structural and non-structural components of the complex. The main objective of the Disaster Management Plan is to reduce the risk level through preparedness at various levels.

- To bring together the information related to equipment, skilled manpower and critical supplies.
- To know the standard operating procedures of the department at the time of disaster.

- To fix the role and responsibility of each and every officer for disaster preparedness.
- To assess its own capacity in terms of available resources and get ready to mitigate and unexpected disaster effectively and to prevent the loss of human lives and property through preparedness, prevention & mitigation of disasters.
- To assist the line departments, block administration, communities in developing compatible skills for disaster preparedness and management.
- To disseminate factual information in a timely, accurate and tactful manner while maintaining necessary confidentiality.
- To develop immediate and long-term support plans.

1.4 AUTHORITIES, CODES, POLICIES

Department of Home Guards & Civil Defence will be guided by the following:

1. Disaster Management Act 2005
2. Himachal Pradesh Disaster Management Plan 2012
3. National Guidelines issued by the NDMA
4. Guidelines and provision for State Disaster Response Fund (SDRF)
5. Guidelines for administration of the National Disaster Response Fund (NDRF).

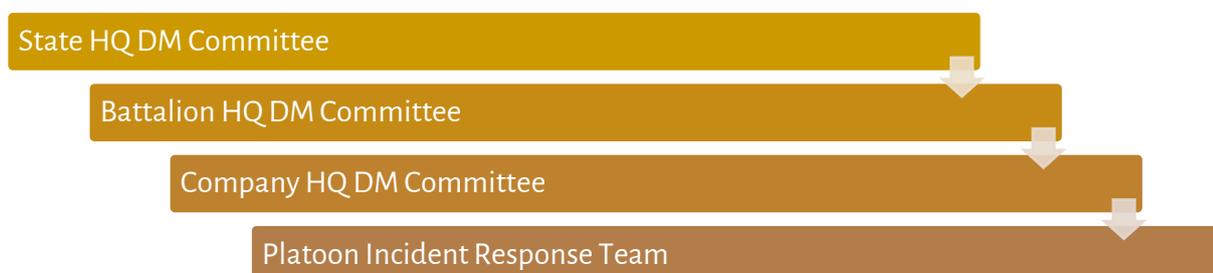
1.5 INSTITUTIONAL ARRANGEMENT FOR DISASTER MANAGEMENT

1.5.1 NODAL OFFICER

Commandant General of the Home Guard will be the head of the department as well as the nodal officer of disaster management. The major responsibility of the nodal officer are:

- Co-ordination with related departments for the deployment of Disaster Management teams at the disaster location.
- To keep HHG Personal well trained and equipped for multi-hazard tasks.
- To keep departmental stores and equipment updated, upgraded and in operational readiness.
- To evaluate, evolve and upgrade departmental disaster management plan.
- To implement Mitigation Plan. Response Plan and Recovery Plan

State Level Structure:



1.5.2 STATE H.Q. DISASTER MANAGEMENT COMMITTEE.

It will implement and fulfil the aims and other task assigned to it by the Govt. and State Disaster Management Authority. It shall act as the state planning, coordinating and implementing body for Disaster management in the department. It will also monitor and evolve the departmental DMP. The Committee will comprise of following members

#	Member	Designation
1	Commandant General	Chairperson
2	Deputy Commandant General	Co-ordinator, Mitigation Response, Recovery and Administration. [Nodal Officer]
3	SSO	Co-ordinator Finance and control room
4	JSO(Supply)	Co-ordinator Logistic
5	JSO(Training)	Co-ordinator Operations, Deployment- Searched Rescue & Training.

1.5.3 TASKS OF THE COMMITTEE

The Committee will be responsible for Disaster Management in the area of responsibility of the dept. It will keep Human Resource, Material and equipment in operational readiness at all times to fulfil the aims. It will also be responsible for formulating evolving modifying updating and upgrading the deptt. Disaster Management Plan. It will also link the Plan with adjoining Bn's and assist neighbouring Bn's if required.

1.5.4 SPECIFIC HAZARDS AND NODAL DEPARTMENTS IN HIMACHAL PRADESH

#	Hazards	Nodal Department	Supporting Agencies / Departments / For Early Warning System
1	Stampede	Home	Admn, Health and Family Welfare & Art Language and Culture
2	Terrorism & Crisis events	Home	Admn, Health and Family Welfare & Art Language and Culture

1.6 PLAN MANAGEMENT

1.6.1 IMPLEMENTATION OF THE PLAN

Commandant General shall be responsible for implementation of the Plan. The Nodal Officer shall coordinate with all stakeholders for implementing the Plan. Annual Progress on implementation of the Plan will be submitted to HPSDMA.

1.6.2 REVISION OF THE PLAN

The Disaster Management Plan is a living document. As per it will be revised on annual basis as per provisions of the DM Act-2005. Any changes in guidelines under the NDRF and SDRF shall be incorporated in the plan as and when such changes are made. The introduction of new technology for hazard risk

mitigation shall also be incorporated as when the same is tested and found feasible and acceptable in particular geographical area of the State.

1.6.3 SYSTEM OF UPDATION

The plan shall be updated by the Commandant General with the help of State Disaster Management Authority at least once in a year or as and when felt necessary. Consultations will be held with the stakeholders for making changes in the Plan. The Nodal Officer shall be responsible for holding consultations and updating the Plan.

1.6.4 DISSEMINATION OF PLAN

After finalization of the plan, a copy will be submitted to the HPSDMA for approval. After approval, it shall be disseminated to all agencies, field offices and other stakeholders. Further, whenever it revised/updated, it shall be submitted to HPSDMA for endorsement of changes. The revised Plan shall be shared with all concerned.

2. HAZARD RISK VULNERABILITY ANALYSES

2.1 HAZARD PROFILE OF STATE

The state of Himachal is prone to various hazards both natural and manmade. Main hazards consist of earthquakes, landslides, flash floods, snowstorms and avalanches, draughts, dam failures, fires – domestic and wild, accidents – road, rail, air, stampedes, boat capsizing, biological, industrial and hazardous chemicals etc. The hazard which, however, poses the biggest threat to the State is the earthquake hazard. The State has been shaken by more than 80 times by earthquakes having a magnitude of 4 and above on the Richter scale as per the recorded history of earthquakes.

The state is vulnerable to many hazards. These are summarized as under:

2.1.1 EARTHQUAKES

Himachal Pradesh is located in the northwestern part of Himalaya. Himalaya came into being due to an intercontinental collision between Indian Plate and Eurasian Plate. Every year state is experiencing a number of earthquakes. The whole of the state is either in seismic zone IV of the high-risk zone or in seismic zone V of the very high-risk zone. It is also seen that according to the Seismic Map of India, five districts viz. Chamba (53.2%), Hamirpur (90.9%), Kangra (98.6%), Kullu (53.1%) and Mandi (97.4%) have 53 to 98.6 percent of the area liable to severest designed intensity of MSK IX or more, the remaining area of these districts being liable to the next severe intensity VIII. Two districts, Bilaspur (25.3%) and Una (37.0%) also have a substantial area in MSK IX and the rest in MSK VIII. The remaining districts Shimla, Lahaul & Spiti, Sirmour, Kinnaur, and Solan are liable to intensity VIII

No.	District	Number of earthquakes	Percentage of Total
1	Chamba	186	33.63
2	Lahaul & Spiti	99	17.90
3	Kinnaur	93	16.82
4	Mandi	53	9.58
5	Shimla	49	8.86
6	Kangra	39	7.05
7	Kullu	19	3.44
8	Sirmaur	8	1.45
9	Solan	4	0.72
10	Hamirpur	2	0.36
11	Bilaspur	1	0.18
12	Una	0	0.00
	Himachal Pradesh	553	100

2.1.2 FLOOD

Himachal Pradesh receives heavy rainfall during the months of July to September. Himalayan rivers are heavily loaded due to steep sloping river course, landslides and easily available loose debris due to development activities. These rivers have more power of incision and valley widening in the presence of tools of erosion. Landslides from valley sides choke rivers and form a lake due to the accumulation of river water. This lake bursts when the pressure of accumulated water on dam becomes more than the dam strength. It leads to great losses because of a sudden increase in the volume of water in the downstream of the lake formed. A sudden increase in the volume of water with little or no warning causes immense loss of life and property which is called a flash flood. All the major rivers in the state have their sources in glaciers. One common feature of the flakier area is the presence of flakier lakes. When these lakes burst causes flash floods. Sudden discharge of a huge volume of water from the glacial lake is known as Glacial Lake Outburst Cloud bursting is another cause of flash flood during the monsoon period. The state has harnessed its hydroelectric potential owing to perennial rivers. This has produced a number of hydroelectric dams. These dams and natural lakes may get damaged especially during an earthquake. The sudden release of water by opening floodgates of hydroelectric power project also increases the volume of water in the downstream. This poses a great threat due to floods in the downstream.

2.1.3 CLOUDBURST

Cloudbursts are associated with convective clouds. Vertical development of clouds in the Himalayan region is associated with its topography and southwestern monsoon wind direction. Himalaya is arch shape mountain located in the east-west direction in the northernmost part of India. The average elevation of Himalaya is about 6100 meters above mean sea level. Himalayan river valleys are open towards the south and are closed in the north. Summer monsoon winds enter in the river valleys and are forced to rise vertically along the valley slopes. Vertical development of clouds can extend up to 15 kilometres above the earth surface. Sometimes a very heavy rainfall occurs of equal to or greater than 10 centimetres per hour which is called cloudbursts. Cloudbursts are usually associated with landslides and flash floods.

1. **Landslide:** Downward movement of rocks primarily under the influence of gravity is called a landslide. Besides gravity, there are factors that build a specific subsurface condition to make area prone to slope failure. However, the actual landscape often requires a trigger before the event. Earthquake and rainfall trigger the rocks downwards movement. It is both natural and manmade phenomena and varies spatially with variation in altitude, geology and topography. The controlling factors of the landslide are steepness of slope, type of rocks, change in vegetation and developmental activities.
2. **Drought:** Meteorologically if an area receives 75% less rain it is said drought
3. **Avalanche:** The Sudden slide of a large mass of snow along the slopes of the mountain is called avalanche. They occur in high altitude area with steep valley slopes and are common in Kinnaur, Lahaul and Spiti, Kullu, Chamba and Kangra districts.
4. **Forest Fire:** Forest fires are common in the month of May and June when the State has dry conditions. A major cause of forest fire intention to exploit the forests for livelihood. Fires are natural as well as manmade.
5. **Road Accidents:** Roads in the State are along the former river beds or by cutting the mountains and are curving. Common causes of accidents are poor visibility due to fog, ignorance of horns especially on curves, use of alcohol, over speeding, overtaking on curves and poor maintenance of the vehicle.

2.2 HAZARD WISE VULNERABILITY

#	Districts	Earthquake	Landslide	Floods	Avalanche	Forest Fire	Drought	Cloud Burst
1	Kangra	VH	L	M	M	H	H	M
2	Chamba	VH	VH	H	M	H	M	H
3	Hamirpur	H	L	L	-	VH	M	L
4	Mandi	VH	H	H	-	VH	M	H
5	Kullu	VH	VH	H	H	H	M	VH
6	Bilaspur	H	M	L	-	VH	M	L
7	Una	H	L	H	-	M	M	L
8	Sirmour	H	L	L	-	VH	M	M
9	Solan	H	M	L	-	M	M	L
10	Kinnaur	H	H	H	VH	M	M	VH
11	Lahaul- Spiti	M	M	M	VH	M	M	H
12	Shimla	VH	H	H	M	H	M	H

2.3 ASSESSMENT OF SECTORAL AND DEPARTMENTAL RISK

Most of the offices of the department are in hired buildings which are inadequate. Only Battalion Training Centres have department land and buildings available, which are made mostly of self-help

#	Name of Office	Status of the building Govt. / Private and date of its construction if Govt. Building	Earthquake
State Headquarter Shimla			
1	State Hdqrs. Shimla	Government /DWD	VH
2	Central Store, Ghanatti	Private	
3	Central Store, Ghanatti	-do-	
4	Central Store, Ghanatti	-do-	
2nd Battalion Shimla			
1	Battalion Office	Private	VH
2	Battalion Store Office	-do-	
3	2/1 Coy. Office Rampur	Government	
4	2/2 Coy Office Rohru	Private	
5	2/3 Coy. Office Jubbal	-do-	
6	2/4 Coy. Office Kumarsain	-do-	

7	2/5 Coy. Office Sarahan	-do-	
8	2/6 Coy. Office Theog	-do-	
9	2/7 Coy. Office Chargaon	Government	
10	Transit Camp	-do-	
11	B.T.C Parala	Government (Departmental) i. Barracks - 4 ii. Kot - 1 iii. Guard Room / Kitchen - 1 iv. Mess - 1 v. Dining Hall vi. Toilet / Bath	
3rd Battalion Shimla			
1	Battalion Office Shimla	Government	VH
2	3/1 Coy Office Shimla	-do-	
3	3/2 Coy Office Shimla	-do-	
4	3/3 Coy. Office (W) Shimla	-do-	
5	3/4 Coy. Office Ghanatti	Private	
6	3/5 Coy. Office Sunni	-do-	
7	3/6 Coy. Office Junga	-do-	
8	Civil Defence Store Kaithu	Private	
9	B.T.C Store Sunni	Government (Departmental)	
10	H.G & C D Office C.T.I Junga	Private	
1ST Battalion Kinnaur			
1	Battalion office Rekongpeo	Government	H
2	1/1 Coy Office Kalpa & 1/6 Platoon Office (W) Kalpa	--do--	
3	1/2 Coy. Office Sangla	Private	
4	1/3 Coy. Nichar	Private	
5	1/4 Coy Moorang	Government 2008 i. Rooms - 3 ii. Toilet / Bath iii. Type I Quarter	
6	1/5 Coy. Urni	Private	

7	B.T.C Sharboo 1/1 Coy Office Men. 1/6 Platoon Office (W)	Government (Departmental) i. Barrack No. (1) 1980 ii. Barrack No. (2) 1982 iii. Barrack No. (3) 1988 iv. Kitchen 1980 v. Dining Hall/ Store Room 1999 vi. Administrative Block 2002	
4th Battalion Nahan			
1	Battalion Office Nahan	Government	H
2	4/1 Coy Office Nahan	---do---	
3	4/2 Coy. Office Paunta	Private	
4	4/3 Coy. Office Sarahan	---do---	
5	4/4 Coy. Office Renukaji	Government	
6	4/5 Coy. Office (W) Nahan	---do---	
7	4/6 Coy. Office Moginand	Private	
8	4/7 Coy. Office kaffota	---do---	
9	4/8 Platoon Office Rajgarh	Government	
5th Battalion Bilaspur			
1	Battalion Office	Private	H
2	5/1 Coy.(M) Bilaspur & Platoon office (W) Bilaspur	--do--	
3	5/2 Coy Office Chumarwin	--do--	
4	5/3 Coy Office Jahndutta	--do--	
5	5/4 Coy Office Bassi	--do--	
6	5/5 Coy Office Markand	Government	
7	5/6 Coy Office Bharari	Private	
8	B.T.C Bilaspur	Departmental i. Store Room 1996-97 ii. Barrack - 1 2001-02 iii. Barrack - 2 2007 iv. Kitchen 2007	
6th Battalion Mandi			
1	Battalion Office	Private	VH
2	6/1 Coy Office Mandi	Government	
3	6/2 Women Coy	Private	

4	6/3 Coy Office Jogindernagar	--do--	
5	6/4 Coy Office Thunag	--do--	
6	6/5 Coy Office Sarkaghat	--do--	
7	6/6 Coy Office Karsog	--do--	
8	6/7 Coy Office Sundernagar	--do--	
9	6/8 Coy Office Gohar	--do--	
10	B.T.C Jassan	Departmental i. Office accommodation 1981-82 ii. Lecture Hall 2004 iii. Kitchen 2005 iv. Four room on the roof of lecture hall 2009 v. Armory 2008 vi. Five No. tin shed for store and barracks 1981-82	
11	Transit Accommodation at Bhiuli	Government i. 2 Hall for Home Guards 2004 ii. Mess, Ration Store and dining Hall 2004 iii. Recreation 2004	
	A.T.C Baggi (Mandi)		
13	A.T.C Baggi	Government (Departmental)	
7th Battalion Kullu			
1	Battalion Office Kullu & Platoon Office (W) Kullu	Private	VH
2	7/1 Coy Office Kullu	--do--	
3	7/2 Coy Office Bajura	--do--	
4	7/3 Coy Office Hurla	--do--	
5	7/4 Coy Office Banjar	--do--	
6	7/5 Coy Office Nagar	--do--	
7	7/6 Coy Office Ani	--do--	
8	7/9 Platoon Palcham	--do--	
9	B.T.C Shartbie	Government (Departmental)	
8th Battalion Chamba			
1	Battalion Office Chamba	Private	VH
2	8/1 Coy. Office Chamba	---do---	
3	8/2 Coy. Office (W) Chamba	---do---	

4	8/3 Coy Office Chawari	---do---		
5	8/4 Coy. Office Mehla	---do---		
6	8/5 Coy. Office Sundla	---do---		
7	8/6 Coy. Office Banikhet	---do---		
8	8/7 Coy Office Kakira	---do---		
9	8/8 Coy Office Kiani	---do---		
10	8/10 Platoon Office Bharmour	Government		
11	8/11 Platoon Office Pangri	---do---		
12	B.T.C Saroo	Government (Departmental) 2005		
13	Transit Camp	Departmental Temporary Shed		
9th Battalion Dharamshala				
1	Battalion Office Dharamshala	Private		VH
2	9/1, 9/2 Coy. Office Dharamshala & Transit Camp	---do---		
3	9/3 Coy. Office Indora	Own Building		
4	9/4 Coy. Office Nurpur	---do---		
5	9/5 Coy. Office Shahpur	Private		
6	9/6 Coy. Office Dehra	Government (Departmental) 2002		
7	9/7 Coy. Office Palampur	Private		
8	9/8 Coy. Office Kangra	---do---		
9	B.T.C Dhanotu	Government (Departmental) i. B.T.C Office 1990 ii. Armory 1994 iii. Lecture Hall 2000 iv. Toilet 6 No. 2001 v. Hostel No. 1 2003 vi. Officers Mess 2004 vii. Dining Hall & kitchen 2005 viii. Swimming Pool 2006 ix. Hostel No. II & Store 2007 x. Bath Room 5 No. 2007 xi. Band Kitchen for band men 2009 xii. 2 Toilet cum bath 2010		
10th Battalion Hamirpur				
1	Battalion Office Hamirpur	Private	H	
2	10/1 Coy Office Hamirpur	---do---		
3	10/2 Coy Office Sujanpur	---do---		

4	10/3 Coy Office Nadaun	---do---	
5	10/4 Coy. Office Bhota	---do---	
6	10/5 Coy. Office Barsar	---do---	
7	B.T.C Nadaun	Government (Departmental)	
11th Battalion Solan			
1	Battalion Office solan	Private	H
2	11/1 Coy Office Solan & Platoon Office (W) Solan	---do---	
3	11/2 Coy Office Arki	---do---	
4	11/3 Coy Office kuthar	Government	
5	11/4 Coy. Office Nalagarh	Private	
6	11/6 Coy. Office Darlaghat	---do---	
7	B.T.C Arki	---do---	
12th Battalion Una			
1	Battalion Office Una	Private	H
2	12/1 Coy Office Una & Platoon Office (W) Una	---do---	
3	12/2 Coy Office Amb	---do---	
4	12/3 Coy Office Bangana	---do---	
5	12/4 Coy. Office Gagret	---do---	
6	12/5 Coy. Office Haroli	---do---	
7	B.T.C Mubarikpur	Government (Departmental)	
8	Transit Camp Una	----	

2.4 ASSESSMENT OF CAPACITY GAPS AND NEEDS

2.4.1 ORGANIZATION

Regular Staff: More than 50% vacancies in the administrative staff are lying vacant, therefore, affecting even the basic tasks of the department.

Volunteer Staff: The 98% department is maintained by the HG volunteers and there is no provision for standby force which can be equipped and trained for specific tasks of disaster management. They are called out for various duties as per requisition of various departments HG Volunteers are a jack of all trades and masters of none.

2.4.2 INFRASTRUCTURE

Buildings: Department does not have sufficient buildings to take up the additional task of disaster management ESF. Budgetary support for major works is required.

Equipment & Stores: Partial equipment and stores have been procured in recent years that too under UNDP (DRR) programme. Budgetary support is required to re-equip the department for its ESF roles. Night rescue equipment is lacking. Equipment & Stores to tackle Flood, Snow hazards & Mountain Rescue are lacking in the department.

2.4.3 TRANSPORT

The Vehicle authorized to department is minimal with a capacity of transporting only one Disaster Response Team of 20-24 men. Fleet strength of department has to be reviewed to transport at least 4-5 teams per Battalion on its own as during disaster the requisition of other vehicles may be difficult.

2.4.4 COMMUNICATION

There is no provision of communication below Bn. level. Department requires wireless capabilities till platoon level with reserves for DM team leaders, DM Teams cannot function effectively without reliable communication.

2.4.5 TRAINING

- Presently DM related training has been introduced, the Civil Defence training is as such relevant for DM roles please which are inadequate to fulfil the ESM roles assigned to the department. To fulfil the state policy objectives whole training structure & programmes which more focus on practical training regular exercises/rehearsals and working of DM teams during hours of darkness to deal with all hazards and vulnerabilities especially floods, show hazards and mountain rescue etc. to have a really functional multi-hazard rescue capability. The department is not fully equipped and trained to respond to these hazards it requires special training & inclusion of techniques in department. Training programme. Department also plans to introduce Helipad marking in its training programme as accessibility in remote areas can be only by air in case of major disaster.
- Budgetary support is required to fulfil these tasks as per H.P. State Disaster Management Policy. The various institutes listed in the policy required to be integrated with more intra-institute interaction as also with National Institutes, to learn from each other's area of expertise.
- In case of Forest Fire, Industrial Disaster etc. the department. may be required to assist the Fire / NDRF for which special training is required to be incorporated.
- The community preparedness programmes can only be fulfilled with active participation and support of concerned departments. and unified guidelines from Govt. of H.P. Department cannot perform this task in isolation without proper policy framework. This task can be taken up by the department. till Distt. Civil Defence takes over this task.

2.5 ASSESSMENT OF PROBABLE DAMAGE AND LOSS

The Departments may provide details of actual damage and loss suffered by the sector and by the department due to disasters in the past. Such information available in departmental archives should be retrieved as much as possible. This will give good ideas about the pattern and trend of such losses in the past, based on which projections can be made of future losses. Although the department has not done any loss assessment for the sector, the entire loss data is with the revenue department

3. RISK PREVENTION AND MITIGATION

3.1 RISK PREVENTION

Risk prevention is preventing the creation of new risks of disasters. Such risks may be created unwillingly by the Departments directly through public investments or indirectly through the facilitation of private investments that are vulnerable to the risks of disasters. Therefore, every investment should go through HRVA to check if new programmes, activities or projects have the potential to create new risks of disasters. If such investments cannot be avoided these must be protected by safeguards through adequate structural and non-structural prevention measures so that the benefits of investments are fully protected from risks of disasters. For example, assets of the department like offices, equipment's and others should be located at places which have lesser chances of getting affected by a hazardous event. Prevention can be understood as an activity to provide an outright avoidance of the adverse impact of hazards and related environmental, technological and biological disasters. Depending on social and technical feasibility and cost / benefit considerations, investing in preventive measures is justified in areas frequently affected by the disaster. In the context of public awareness raising and education, prevention refers to attitude and behaviour leading towards a culture of prevention.

Disaster impact can be prevented for by strict adherence to the safety norms and practices given below:

1. Building Codes: The Bureau of Indian Standards (BIS) has been publishing seismic hazard maps of India since 1962. The fifth revision of IS 1893 (1): 2002, which took place immediately after the devastating 2001 Bhuj earthquake, has four zones
2. Construction of earthquake resistance structure
3. Fire Safety Norms
4. Electrical Safety Norms

3.2 DEPARTMENTAL RISK MITIGATION

Risk mitigation is reducing the risks of disasters that are already there due to exposure of vulnerabilities to the hazards. Mitigation projects reduce the level of exposures or the depth of vulnerabilities or both through a combination of various structural and non-structural measures. Mitigation projects are always costly and therefore these have to be planned with proper Cost Benefit Analysis (CBA) to ensure that the benefits of the projects outweigh the costs. Structural mitigation refers to any physical construction to reduce or avoid possible impacts of hazards, which include engineering measures and construction of hazard-resistant and protective structures and infrastructure. Non-structural mitigation refers to policies, awareness, knowledge development, public commitment, information sharing which can reduce risk.

Following are the mitigation measures need to be incorporated strict.

Matrix of Hazard Specific Mitigation Measures

Hazard	Mitigation Measures
Earthquake	<ul style="list-style-type: none">• Revision and adoption of model building bye-laws for construction of all department building• Wide dissemination of earthquake-resistant building codes, the National Building Code 2005, and other safety codes.

	<ul style="list-style-type: none"> • Launching public awareness campaigns on seismic safety risk reduction and by sensitizing all stakeholders to earthquake mitigation measures. • Undertaking mandatory technical audits of structural designs of department building. • Assessing the seismic risk and vulnerability of the existing built environment by carrying out structural safety audits of all department structures. • Undertaking seismic strengthening and retrofitting of critical lifeline structures, initially as pilot projects and then extending the exercise to the other structures. • Preparation of DM plans by schools, hospitals, public buildings visited by large number of people etc., and carrying out mock drills for enhancing preparedness. • Strengthening the EOC network and flow of information. • Streamlining the mobilization of communities, civil society partners, the corporate sector and other stakeholders. • Preparing community and village level DM plans, with specific reference to the management of earthquakes. • Carrying out the vulnerability assessment of earthquake-prone areas and creating an inventory of resources for effective response. • Introducing earthquake safety education in schools, colleges and universities and conducting mock drills in these institutions. • Preparing documentation on lessons learnt from previous earthquakes and their wide dissemination. • Developing appropriate risk transfer instruments by collaborating with insurance companies and financial institutions. • Making operational the local companies of Home Guards and Police for disaster response. • Strengthening the medical preparedness for effective earthquake response, etc.
Landslide	<ul style="list-style-type: none"> • Wide dissemination of model land use practices in hilly areas. • Training of trainers in professional and technical institutions. • Launching public awareness campaigns on landslide hazard and risk reduction, and sensitizing all stakeholders on landslide hazard mitigation. • Preparing an inventory of existing landslides, active or inactive, in the State. • Developing an inventory of the existing built environment in areas around existing landslides and in high hazard zones as per the LHZ maps and along strategic roads. • Preparedness of educational and health institutes/organizations, government offices, etc., and carrying out mock drills for enhancing preparedness in vulnerable areas. • Strengthening the EOC and communication network. • Preparing community with specific reference to the management of landslides.
Chemical, Biological, Radiological and Nuclear Emergencies - Contamination of Water Supply	<p>Managing: To manage an incident of CBRN contamination of water supply, a modal SOP as given under will be followed.</p> <p>Incident Reporting Any breach of security or suspected event of accidental or intentional contamination will be communicated to the Executive Engineers or any other function of IPH Department officer of the water facility through quickest possible means. Subsequently, he will inform the same to local police, law enforcement and intelligence agencies, and request for</p>

physical quarantine of the contamination site. The incident would also be reported to Secretary Dept. of Home, SEC, and SDMA with a request to remain on standby.

Site Characterization

Water supply in charge along with law enforcement agencies would visit the site and make an on-site inspection for identification of physical evidence to confirm the incident. Police & Law enforcement agencies would collect and preserve physical evidence for further investigation and necessary action. Water facility in charge will also make an initial hazard assessment based on available evidence for determining the potential need for specialized men, material, techniques or equipment. Based on the findings of initial site evaluation, both to and fro water supply should be stopped immediately.

Preliminary Screening

Specifically, trained personnel of IPH department would be deployed for sample collection and spot-testing. The sample would be collected from the nearest point. Sample collected would be divided into two, one for spot testing and another for laboratory testing. The first set would be subjected to spot testing by prescribed methods. Once the incident and nature of contamination are established the same would be communicated to the district administration in precise and clear language for activating their crisis management plan. Following the positive screening, the second half of the sample would be immediately sent to pre-identified reference laboratories in consultation with SDMA/NDMA.

Risk Communication

District administration in association with disaster management authority will make a public pronouncement of contamination event in the clear and precise language along with requisite precautions to be taken. All care will be taken to avoid the undue panic situation.

Alternate Supply

The concerned Executive Engineer in association with district administration would make alternate supply arrangements. In absence of alternate supply, water would be decontaminated through the technique of reverse osmosis and mobile water purification van developed by DRDO for which contact will be established with NDMA.

Decontamination

Supply lines and storage facilities would be decontaminated using appropriate and available technology such as Reverse Osmosis, Carbon Columns and other Water Purification System (WPS) suitable for purification of water contaminated by CBRN agents. State Pollution Board shall advise on this issue.

Restoration of supply

Following repair and decontamination of the facility, a freshwater sample would be retested and certified for public consumption.

4. MAINSTREAMING DISASTER RISK REDUCTION IN DEVELOPMENT

Mainstreaming disaster management into the development planning process essentially means looking critically at each activity that is being planned, not only from the perspective of reducing the disaster vulnerability of that activity but also from the perspective of minimizing that activity's potential contribution to the hazard.

Every development plan in the state would require incorporating elements of impact assessment, risk reduction, and adoption the 'do no harm' approach. The measures such as urban planning and zoning, up gradation of building codes their enforcement, adoption of disaster-resilient housing designs and flood proofing, response preparedness planning, insurance and establishment of early warning systems generating community awareness etc. should be integrated with disaster risk reduction programmes by integrating such elements in these plans so that disaster risk free environment can be created.

The Home guard and civil defense department can integrate the various aspect of disaster risk reduction into their existing plan of action for better implementation of Disaster Risk Reduction related activities.

5. DISASTER PREPAREDNESS

5.1 STRATEGIES FOR DISASTER PREPAREDNESS

Disaster preparedness has been defined as the state of readiness to deal with a threatening disaster situation or disaster and the effects thereof. The Department may review their state of readiness and prepare a strategic action plan to deal with possible disaster situations. The department already has maintained a certain level of preparedness.

5.2 MEASURES FOR DISASTER PREPAREDNESS

All the battalions will ensure that all preparedness and contingency plans/tasks are implemented encompassing the following: -

5.2.1 MICRO HAZARD ZONATION

The hazard analysis and zonation at each company level will be done by each battalion as per the District-wise hazard so that SRT's at platoon level are trained and equipped for the same.

5.2.2 TRAINING, CAPACITY BUILDING OF HHG STAFF VOLUNTEERS

- The department will impart training and equip itself in view of the Emergency Support Function assigned to it under State Disaster Management Policy and Tasks assigned to it under HPSDM Plan.
- Training of all its staff and volunteers for various functions assigned to it. The training courses will be updated and new courses will be formulated for training the manpower to hazard specific tasks. Department will tie-up other State, National & International Institutes to impart specialist training in this regard
- As community preparedness is one of the task assigned, TOT for one training camp at company level initially and one training team at each plan level will be taken up at BTC & CTI.
- The department will evolve and formulate training capsules to different target group IP PRI, Schools, NCC, NSS, NYK etc. & also the training material & Training programme.
- Research & Development will be taken up at Head Quarter & CTI level to formulate new training techniques & using international best practices the indigenous knowledge and practices will be validated and implemented. SAR equipment will also be first validated based on simulation studies and then incorporated in department

5.2.3 EQUIPMENT & STORES

Department will re-evaluate the requirement of equipment & store required for the DM tasks assigned to it at the micro level in view of the hazard and vulnerability at company / independent platoon level & equip the SRTs for area-specific hazards. The personal clothing & equipment required to full fill this new task is huge. Department will work out the requirement and procure it in phases, in consultation with state government and SDMA.

5.2.4 INFRASTRUCTURE DEVELOPMENT

Current infrastructure for managing disaster situation is very limited, therefore department will take up the infrastructure development as per the requirement of DM in a phased manner with an emphasis on

enhancing its training capabilities and other task assigned. It will be the endeavour of the department to fill them up all gaps as already identified in a phased manner so as to make the department truly capable to take on the tasks of DM in the state.

5.2.5 REGIONAL RESPONSE CENTRES

The H.P. State DM Policy 2011 under para “V Human Resource Development” as assigned the department to identify the location and catches of equipment required for the same. These centres can be located as per the hazard-specific zones so that they are capable to cater for specialized needs of the Agro Climatic Zones in H.P. as given in H.P.S. DM Plan. The three Regional Centres can be at:

- One Regional Centre for Subtropical low hill and Shivalic Zone-Nalagarh (Earthquake, Floods & Industrial).
- Mid hill & Dry Hill Zone-Kullu (Earthquake, Cloudburst & Landslides).
- Cold hill Zone Lahual & Spiti/Kinnaur (Earthquake, Cloudburst & Landslides & avalanches). This will make the training of SRTs easy and identified the catches of personal and Hazard specific equipment and stores.

5.2.6 COMMUNITY PREPAREDNESS

H.P. State DM Policy 2011 has mandated the department (Page 21) to be deployed for community preparedness, the conduct of mock drill and public awareness. In this regard platoon, company/independent platoon will be trained and equipped. This primary task may be taken over by Districts. C.D. setup as and when revamping of C.D. is completed and C.D. district is made functional, but our department may have to supplement their efforts.

5.3 PREPAREDNESS OF PRI

The department will sensitize, train the first response items to the members at Panchayat level in the following area

- Medical First Aid.
- Search & Rescue,
- Extrication from damaged buildings.
- Road clearance.
- Firefighting.
- Any other skills required.
- Conduct of mock drills with Village Response Committees.

5.3.1 PREPAREDNESS OF NCC, NSS, NYK'S

The department will co-ordinate with National Cadet Corps, National Service Scheme and Nehru Yuva Kendra Sangathan and send its training teams during their camps to prepare them for DM-related tasks. Later the scout & Guides of Schools may also be included with consultation with Govt.

- DM Preparedness of a community-based organization such as Mahila Mandals, Yuva Mandal, Market Associations and faith-based organizations etc. will also be targeted later on lines of PRIS.

- The department will also send its training teams to any other Department, Institutions, Associations Industry, and Social Groups etc. for DM-related assistance and training.

5.4 MOCK DRILLS

The training teams of the department will also help in the conduct of Mock Drills and Rehearsals as and when required by the various State holders.

5.5 RETROFITTING

Retrofitting means reinforcement of structures to become more resistant and resilient to the forces of natural hazards. This involves consideration of changes in the mass, stiffness, damping, load path and ductility of materials, as well as radical changes such as the introduction of energy absorbing dampers and base isolation systems. For example, consideration of wind loading to strengthen the structures so as to minimize the impact of the wind force or the strengthening of structures in earthquake-prone areas.

For an existing building, retrofitting or seismic strengthening is the only solution to make it disaster resistant. The lifeline buildings should primarily be retrofitted followed by other significant buildings. Retrofitting should be carried out along with a panel of experts for assessing the structure and to suggest the type of retrofitting required.

5.6 ENFORCING EXISTING CODES AND LAWS

The list of codes and laws are and must be enforced in order to prevent and mitigate the effects of the hazards. Bureau of India Standards, National Building Codes of India (2005), Factories Act (1948) and subsequent amendments in various acts provides sufficient legal protection to the enforcing agencies for safe construction practices. The National Building Codes must be strictly followed in lifeline structures and should be immediately implemented wherever necessary. In construction work, the civil engineers have to follow Bureau of Indian Standards (BIS) to construct resistant structures.

5.7 BUDGETARY ALLOCATION

The department will make its estimates for building DM Capacity and plugging the gaps. It will also identify mitigation projects and project them for funding in consultation with SDMA/DDMA. The department will project its demand for DM-related tasks in Annual Budget. As envisaged in the Para 8.4 of HPSDM Plan. Department and Battalion in the district will coordinate with SDMA/DDMA for the availability of budget and 5% of planning department budget kept for disaster management requirement.

5.8 ADDITIONAL DEPLOYMENT OF HHG

Department will project the demand for additional HHG to the Govt. for taking up the DM duties at battalion and the company level that is-

- Battalion HQ: One team of SRT (9 HHG) for each battalion, which during mitigation stage will take up the task of training of community, rehearsals, mock drill etc. and during response stage will be used for early warning and as a quick response SRT.

- Company HQ: To fulfil the DM-related tasks at a coy level where the human resource is available the coy. HQ has to be fully activated so that the companies are able to perform the tasks given to them in this plan, that is-
 - Coy. 2IC- SPC / PC - 1
 - Coy. Hav. Maj. - 1
 - Coy. Quartermaster - 1
 - Training Team - 3JOs / JIs
- They are required to form the task force at Coy. level, to perform the mitigation tasks, maintenance of DM stores received, also as responders during response stage for early warning, racy etc.

5.9 REVIEW OF ENACTMENTS ADMINISTERED BY THE DEPARTMENT, ITS POLICIES, RULES AND REGULATIONS

The department in consultations with law department will review its relevant rules, regulations enactment etc. necessary for prevention of disasters, mitigation or preparedness.

6. DISASTER RESPONSE AND RELIEF

The aim of this plan is to act promptly to any disaster situation that can affect the state with full preparedness at all levels. The procedure and guidelines to respond to the disaster situation have been made in the response plan. The Bn. Commandants in Distt. will periodically monitor the preparedness of the different DM teams. Bn. Commandants should be prepared to activate different DM teams on short notice.

6.1 STATE LEVEL STRUCTURE



6.1.1 STATE H.Q. DISASTER MANAGEMENT COMMITTEE

It will implement and fulfil the aims and other task assigned to it by the Govt. and State Disaster Management Authority. It shall act as the state planning, coordinating and implementing body for Disaster management in the department. It will also monitor and evolve the departmental DMP. The Committee will comprise of:

Member	Designation
Commandant General	Chairperson
Deputy Commandant General	Co-ordinator, Mitigation Response, Recovery and Administration. [Nodal Officer]
SSO	Co-ordinator Finance and control room
JSO(Supply)	Co-ordinator Logistic
JSO(Training)	Co-ordinator Operations, Deployment- Searched Rescue & Training.

6.1.2 TASKS OF THE COMMITTEE

The Committee will be responsible for Disaster Management in the area of responsibility of the dept. It will keep Human Resource, Material and equipment in operational readiness at all times to fulfil the aims. It will also be responsible for formulating evolving modifying updating and upgrading the deptt. D.M.P. It will also link the Plan with adjoining Bn's and assist neighbouring Bn's if required.

1. **Chairperson:** He will be the head of the dept. D.M.P. the above-mentioned Co-coordinators with their respective Sub-Committees will function under his overall directions and command. He will be responsible for:

- Co-ordination with the State Govt. and SDMA.
 - Co-ordination with related departments for the deployment of DM. teams at the disaster location.
 - To keep HHG personnel well trained and equipped with multi-hazard tasks.
 - To keep departmental stores and equipment updated, upgraded and in operational readiness.
 - To evaluate, evolve and upgrade departmental DMP.
 - To implement Mitigation Plan “Para-” Response Plan “Para-” and Recovery Plan.
2. **Co-ordinator, Mitigation, Response, Recovery and Administration:** He will assist Chairperson in implementing departmental DMP. He will be responsible for:
- Co-ordination between all other Co-coordinators and their smooth integration.
 - To supervise the implementation of Mitigation, Response and Recovery Plan of departmental DMP and report any shortcoming to Chairperson.
 - He will be responsible for giving updates and any information related to DM. to the public / media.
3. **Coordinator Finance and control room:**
- He will be responsible for budgetary allocation/financial support for the DM effort required as per the plan to the subordinate offices.
 - He will be responsible for establishing departmental Control Room when required and its operations.
4. **Coordinator logistics:**
- To maintained and make available training stores, equipment and training aids to the dept. training teams.
 - To maintain and make available tents, tarpaulin etc. for establishing relief camp and to maintain and make available Cookhouse, stores and appliances to relief camps teams.
 - To maintain the departmental fleet and allot it to different D.M. teams as per directions of the chairperson.
 - To maintain and make available Search and Rescue equipment and stores to Search and Rescue teams.
 - To maintain and make available pioneer personal, stores and equipment for repair and reconstruction if required.
 - To receive and dispatch Relief material to Relief teams as per the direction of Chairperson.
 - To stock the proposed “Regional Response Centre” with the stores & equipment required for the above tasks for speedy supply to the Bns./ location.
5. **Co-ordinator Operations, Deployment- Searched Rescue & Training:**

He will be responsible for establishing, maintaining and managing the departmental search & rescue response system and training.

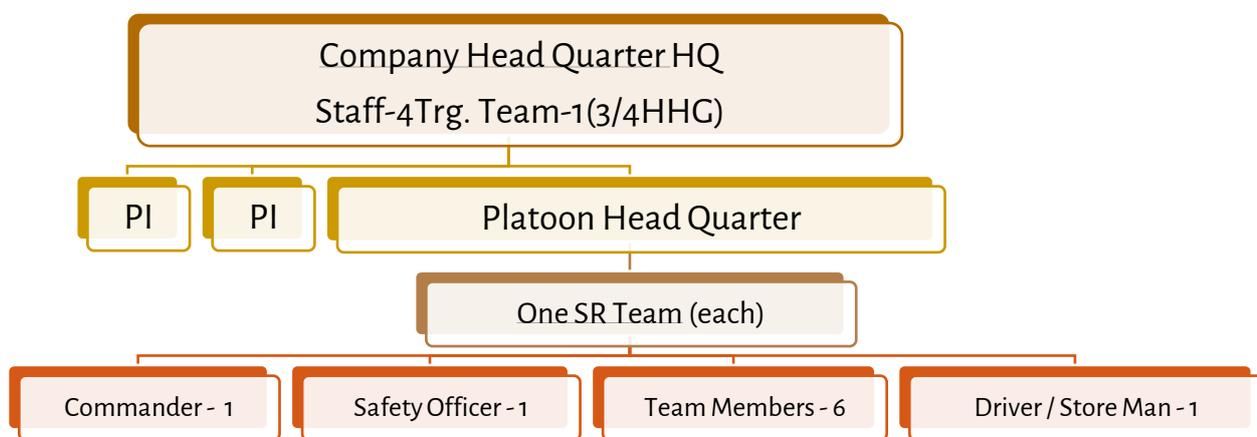
- To impart training to H.G. in multi-hazard Disaster Response.
- To impart awareness and D.M. training to Community, NGO's etc.
- To send training teams to the local Communities as per the syllabus.
- He will be responsible for assessing the requirement of IR teams, required for the operations and their deployment.

- Deployment of different D.M. teams for the task allotted to the deptt deploys D.M. teams from outside Distt. If required.

6.2 BATTALION LEVEL-DISASTER MANAGEMENT STRUCTURE

Bns. will be the main executing agency for the Disaster Management as they have the trained H.G. volunteers to fulfil the aims of this plan. Commandant with his staff and the Company Commander & Independent Platoon Commanders will co-ordinate, implement and supervise the Disaster management effort of the Bn. At the Coy. Level, Coy will have 3 PI Level DM teams. The Bns. will make their Bn. Level DM Plan base on State DM Plan.

6.2.1 STRUCTURE OF COMPANY-LEVEL DM TEAMS



Each Company will have one training team to run the DM awareness grams at the community level. The company will have three SRT teams plus reserves for undertaking other DM tasks, they will be multi tasked to take up the duties like first aid, firefighting, evacuation, law & order etc.

The independent platoons will have same responsibilities as a company.

6.2.2 BATTALION HQ DM COMMITTEE:

The Committee will implement and fulfil the aims and other task assigned to it by the State H.Q. and Distt. Disaster Management Authority. It shall act as the battalion's planning, coordinating and implementing body for Disaster management in District. It will also monitor and evolve the Bn. DMP. It will comprise of:

Member	Designation
Commandant	Chairperson(Nodal Officer)
Battalion Administrative Officer	Co-ordinator, Mitigation, Response, Recovery and Administration
Superintendent	Co-ordinator Public relation and control room.
Battalion Store Officer	Co-ordinator Logistic & Relief camp
Platoon Commander(HQ)	Co-ordinator Searched Rescue.
Operation Commander	Co-ordinator operation (Deployment of teams).
Distt.Fire Officer	Co-ordination Fire and Emergency Response.

6.2.3 TASKS OF THE COMMITTEE

The Committee will be responsible for Disaster Management in the area of responsibility of the Bn. It will keep human resource, material and equipment in operational readiness at all times to fulfil the aims. It will also be responsible for formulating evolving modifying updating and upgrading the Bn. Disaster management plan. It will also link the Plan with adjoining Bn's and assist neighbouring Bn's if required.

1. **Chairperson:** He will be the head of the Bn. D.M.P. A mentioned Co-ordinators with their respective Sub-Committees will function under his overall directions and command. He will be responsible for:
 - Co-ordinator with State H.Q. and DDMA.
 - Co-ordinator with neighbouring Bn's./Distt.to receive/deploy DM. teams from/ far outside Bn's.
 - To keep Bn. personal will trained and equipped.
 - To keep Bn. stores and equipment updated, upgraded and operational readiness.
 - To evaluate, evolve and upgrade Bn. DMP.
 - To implement Mitigation Plan "Para-5" Response Plan "Para-6" and Recovery
 - If required to disburse relief material as per the direction of DDMA.
 - To be part of Distt. Crisis Management Group.
2. **Co-ordinator, Mitigation, Response, Recovery and administration:** He will assist Chairperson in implementing Bn. DMP. He will be responsible for:
 - Co-ordination between all Co-ordinators and their smooth integration.
 - To supervise the implementation of Mitigation, Response and Recovery Plan of Bn. DMP and report any shortcoming to Chairperson.
3. **Co-ordinator Control:** He will be responsible for establishing Bn. HQ. Control Room when required and its operations.
4. **Coordinator logistics:** He will be responsible for:
 - To maintain and make available training stores, equipment and training aids to training teams.
 - To maintain and make available tents, tarpaulin etc. for establishing relief camp teams.
 - To maintain and make available Cookhouse, stores and appliances to relief camps teams.
 - To establish and run relief camp if required with help of his teams.
 - To maintain Bn. transport and allot it to different D.M. teams as per directions of the chairperson.
 - To arrange rations, water fuel wood etc. for Relief camp as per the directions of Chairperson.
 - To maintain and make available Search and Rescue equipment and stores to Search and Rescue teams.
 - To maintain and make available pioneer personal, stores and equipment for repair and reconstruction.
 - To receive and dispatch Relief material to Relief teams as per the direction of Chairperson.
5. **Co-ordinator search and Rescue:** He will be overall Incharge of Search and Rescue teams of the Bn. He will co-ordinator for the purpose and keep a list of all search and rescue teams in the Bn. HQ. as per the Response Plan.
6. **Co-ordinator operations:** He will co-ordinate Bn. operation during Response and Recovery stages of the Plan that is: -

- He will be responsible for assessing the requirement of D.M. teams, required for an operation and their deployment.
- Deployment of different D.M. teams for the task allotted to the Bn.
- If the requirement of D.M. teams is more than Bn. resources put up the requirement to State H.Q.
- Deploy D.M. teams outside Distt. If required.
- If the magnitude of disaster is big assist Co-ordinator Control Room in setting up Control Room and requisition additional operational staff.
- If required to assist DDMA in setting up and running of Distt. Control Room.

7. **Coordinator training:** He will be responsible for:-

- To impart training to H.G. in Disaster Management.
- To impart awareness and D.M. training to Community, NGO's etc.
- To send training teams to go Community outstation.
- To impart awareness and D.M. training to the target Group as per the syllabus.

6.3 COMPANY, DISASTER MANAGEMENT STRUCTURE

- Company will be the main executing agency for the Disaster Management as they have the trained H.G. volunteers to fulfil the aims of this plan.
- Company Cdr. With his staff and the Pl Cdrs. Will coordinate, implement and supervise the Disaster management effort of the Bn. at Coy. level. To deal with any type of disaster the suggested Coy. The structure will be as under which may be modified by the Coy. Cdr. according to the situation on the ground.
- Coy.Cdr. will make a nominal roll of all D.M. teams under him with contact, a copy of which will be sent to Bn. H.Q. for the record. The nominal roll will be reviewed periodically.

6.3.1 COY. H.Q.

Coy. Cdr. and his staff will be the backbone of this plan. Their task will be:-

- To impart awareness and training to the community as per the direction of Bn. HQ. It will identify at least 6 good JO's/JI's Instructors for this purpose.
- Coy. Cdr. Will be overall in charge of the DM effort of the Bn. in his Bn. Area and assign tasks to his staff as per requirement.
- Assist Civil administration in Evacuation of the community from an area likely to be affected by a disaster or after the disaster.
- To assist the Civil administration in setting up/running of Relief camps/ Relief shelters.
- Deploy its DM teams as per the direction of Bn. HQ.
- To send its DM teams to another Bn. area.
- To receive and deploy DM teams from outside as per the requirement of Bn. HQ. / Civil administration.
- To deploy Tech. H.G. as per the requirement of Bn. HQ. / Civil administration.
- Coy Comdr. Will also be "Nodal Officer" for Sub-division/ Tehsil.

6.4 PLATOON HQ

Pl Cdr. His Pl Hav. and his Pl. will be the hands & tools of Bn. who will actually perform the various tasks of D.M.P. with its DM teams on the ground as per the direction of Coy? HQ / DDMA. Pl Cdr. will nominate and

organize D.M. teams under him and deploy them as per the requirement of the situation. He will make a list of all D.M. teams with their contact so that these teams can be assembled at a short notice. The nominal roll will be updated from time to time.

During Mitigation or Pre-Disaster Stage the main task of Pl HQ. will be to impart awareness and training to community and other target groups given by State Govt. with help of his DMT.S.

Before disaster Pl will assist Civil administration if required in early warning, evacuation of affected communities to safe places / Temporary shelters / Relief Camps. Establishing and running of temporary Shelters / Relief camps with help of his D.M. Ts.

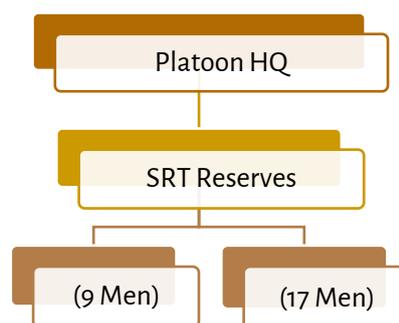
During Disaster Pl Cdr. will deploy its D.M.Ts. for Recce, Search and Rescue, Firefighting, First-aid etc. as per the requirement and direction of Coy. HQ.

After Disaster Pl Cdr. will re-organize his DM.T. into establishing and running of Debris Clearing, temporary shelters / relief camps, organizing community kitchens, distribution of relief material, law and order, traffic control, logistic assistance and controlling rumours mongering and upkeep of high moral etc. as per the situation and requirement of DDMA.

Plcdr. will organize the following Disaster Management teams to be prepared for all kind of situations. DM Ts will be organized in such a way so that, they will be able to do the different tasks required for Mitigation Plan, Response Plan and Recovery Plan. Therefore H.G. volunteers will perform multiple tasks for DMP as given below.

6.4.1 PL. LEVEL D.M. TEAMS

The platoon will be basic D.M. teams to fulfil the department D.M. Plan. It will be trained and equipped with multi-hazards capabilities especially for hazards in their area of responsibility. The platoon D.M. teams will basically comprise of one Search & Rescue Team which will have the best-trained volunteers of the Pl. and rest will be reserved for other tasks i.e. First Aid, Stretcher bearers, Fire Fighting, Evacuation, Debris cleaning, Law and Order, Essential duties etc.

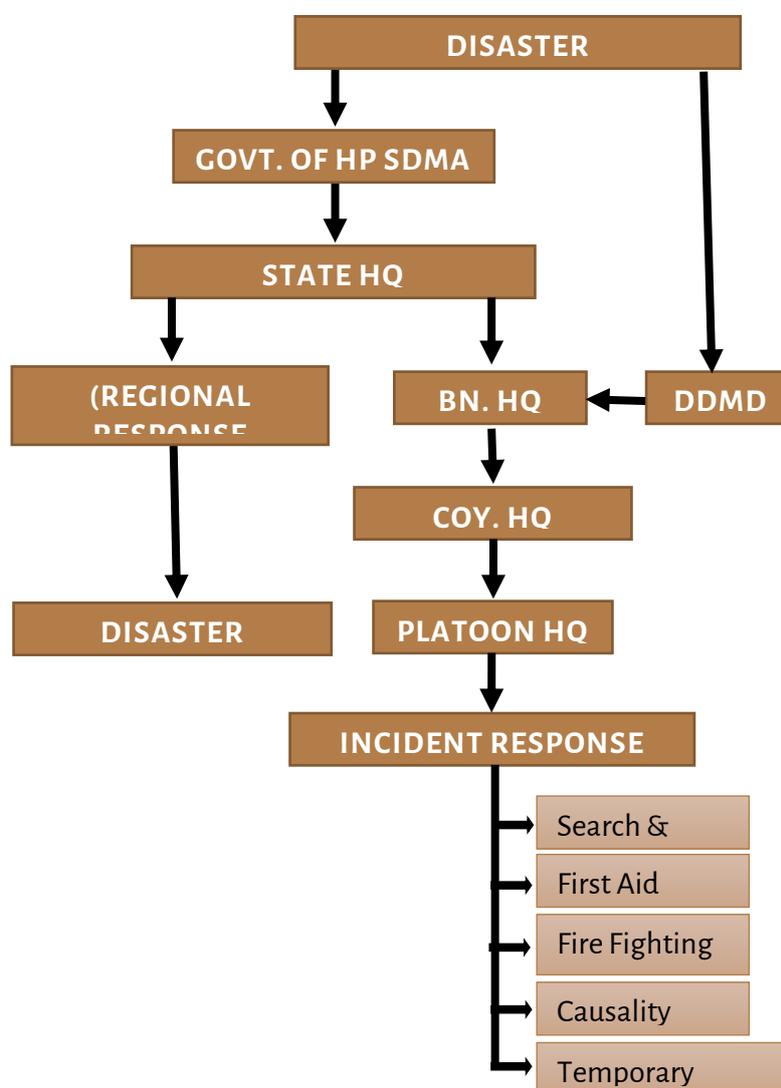


6.5 DISASTER MANAGEMENT TRIGGER MECHANISM

6.5.1 PRE- DISASTER STAGE

CTI & ATC	Deptt. Human Resource Development. Awareness programme and training of Community & NGO's etc.
Bn. HQ	--do--
BTC	--do--
Coy HQ/Independent Platoon	-do-(Can also perform early warning Duties)

6.5.2 DISASTER STAGE

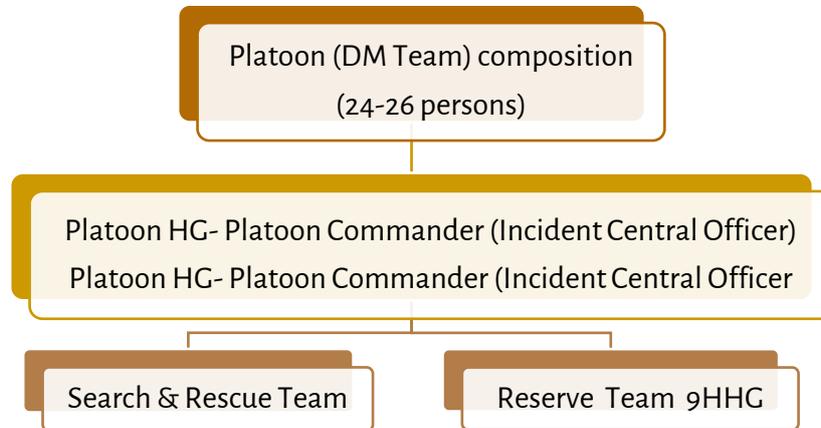


6.6 DM RESPONSE PROCEDURE

State HQ level	
Actions to be taken	
Inform SDMA / Govt of HP, Bns. & update info.	<ul style="list-style-type: none"> • Activate Control Room • Activate required Battalions • Give requirement of additional resources to the govt. / SDMA
Bn. HQ level	
Inform State HQ/ DDMA, Coys. & update info.	<ul style="list-style-type: none"> • Activate Control Room. • Activate required Company HQ and Search & Rescue Teams • Give requirement of additional resources to the State HQ / DDMA
Coy HQ level	
Call out HHGs, Inform Bn. HQ regarding IRT mobilization & update info.	<ul style="list-style-type: none"> • Activate Control Room • Assemble and depute SRT to Harbor / Staging area • Give requirement of additional resources to the Bn. HQ if required
Incident Response Team	
Platoon Commander Inform Coy. HQ & update info.	<ul style="list-style-type: none"> • Assemble check men & equipment move to staging area-incident site • Activate site control. • If required call for assistance from Local authorities / Coy.HQ • Control the Incident. • Close the operation.
Post Disaster	
Battalion	<ul style="list-style-type: none"> • Establish & run Relief Camp • Distribution of Relief • Assist in Law & Order

6.7 DISASTER MANAGEMENT SET UP

The human resource in the department is only available at Battalion level which will be the main tool for DM tasks. In the Bn. the human resource is available at coy./ platoon. Each platoon in the state will have one Incident Response Team which will be multitasked to perform duties as per the situation on the ground.



The department will, therefore, have 240 Incident Response Teams in the state (12 coys / platoons of women Home Guards are not included as they will be employed only for first aid & law & order). This team will also take up other ESM function like training, relief etc. when required.

6.8 EARTHQUAKE RESPONSE PLAN

H.P. State earthquake is a major hazard, which can have devastating effects on socio /economic structure of the state. In view of this more emphasis is required to deal with its effect. The plan caters to tackle L-3 level category disaster where all-out efforts are required for managing earthquake-related situation

6.8.1 ACTIVATION

On the occurrence of an L-3 / level earthquake, the district trigger mechanism will initiate L-2 initial deptt. Response activated without formal orders from any quarters. The dept. Mitigation Response & Relief action will start simultaneously.

- The state, Bn& Coy level control rooms will be made functional immediately.
- All control rooms will gather information about the damage and how to tackle the situation set priorities. Location and resources wise damage additional resources required.

6.8.2 DEPLOYMENT OF D.M. TEAMS:

As L-3/2 level damage will be widespread it is presumed that local resources of Bn. (Distt.) may not be fully utilized due to damages, therefore, resources of unaffected Bn. (Distt.) will be utilized. The 5 Bn. (Distt.) and their support Bn. will be as under for co-ordination mock drill etc.

Interlinking of Bn.

- Kangra-Hamirpur / Una
- Chamba-Una / Kangra

- Mandi-Hamirpur / Bilaspur
- Kullu-Bilaspur / Lahaul Spiti
- Shimla-Solan / Sirmour

The state HQ may access and allot the resources as per the situation. In case of major disaster, S&R Teams will require a kitchen with ration for 72 hours and tentage etc. for this battalions will 2 volunteers so that S&R teams can cater for their own boarding & lodging and also for affected people if required. This is important as most of the affected area will inaccessible due to large-scale damage to the infrastructure.

6.8.3 D.M. TEAMS

After assigning the situation the SR Teams will be sent as per the priority to the damaged area later reserve teams will be called out as per the requirement. First Aid stretcher beard teams, Fire Fighting teams, Evacuation teams, Relief teams etc.

6.8.4 EVACUATION (RELIEF)

If large no of devilling is damaged. There may be a need to evacuation the affected population to safe places and establish relief camps. The Bns. In their plan will make provisions for the same and assist the Distt. Administration in the same.

6.9 PLAN FOR LANDSLIDE RESPONSE

H.P. State has the high vulnerability to landslides. Especially in mid-hills. The effects are localized with damage to infrastructure and also to communities.

6.9.1 ACTIVATION

Normally activation of Bn. the level mechanism will be required unless it is on a very large scale. Affected area Bn. will assist the Distt. Administration on as required bases.

6.9.2 DEPLOYMENT OF D.M. TEAMS

The S&R Team will be deployed at requisition and other DM teams subsequently if the magnitude is large.

6.9.3 EVACUATION & RELIEF

If landslide is imminent there may be a requirement of early warning & evacuation of locality and establishment of relief canteen/coy. The Bn. will assist the Distt. Administration if required.

6.10 FLOOD / FLASH FLOOD RESPONSE PLAN

H.P. State is prone to flash floods because of very heavy raining, cloudbursts, busting of obstructions caused by landslides on river belts and large discharge of dams. The effects are localized and cause damages to infrastructure and communities.

6.10.1 ACTIVATION

Normally activation at Bn. level will be required, the Bn. in the affected area will assist the Distt. Administration when required.

6.10.2 DEPLOYMENT OF DM TEAMS

On requirement, S & R teams will be deployed and if the damage is large, the reserve teams and teams from adjoining Bn. will be called out and be deployed to assist the Distt. Administration.

6.10.3 EARLY WARNING, EVACUATION & RELIEF

In case of large discharge from the dam and when an early warning is received on Early Warning Teams will be deployed by the Bn. on request of Distt. Administration and if required Evacuation & Relief Teams will be deployed to assist the District Administration.

6.11 SNOW / AVALANCHES RESPONSE PLAN

Higher reaches of mountains in the state receive heavy snowfall and is vulnerable to snow hazards causing disruption to normal life and damage to infrastructure. The avalanches bases risk to communities. Sudden snowstorms cause blocking of roads causing travellers to be trapped on high roads. The Bns in high hill region i.e. Lahal&spiti, Kinnaur, Kullu, Chamba (Bharmour and Pangilndpt. Pl.).

6.11.1 ACTIVATION

Normally activation at Bn. level will be required, the Bn. in the affected area will assist the Distt. Administration when required.

6.11.2 DEPLOYMENT OF DM TEAMS

On requirement, S&R Teams of concerned Bn. will be deployed and if the requirement is more additional teams will be deployed.

6.11.3 EARLY WARNING, EVACUATION & RELIEF

Generally, early warning of avalanches and snowstorms are available if Distt. Administration requires the concerned Bn. will deploy early warning and evacuation teams and if required Relief Teams.

6.12 RESPONSE PLAN FOR OTHER HAZARDS

As the other hazards will be localized like Industrial, Forest Fire etc. The concerned Bn. will activate DM teams if required by the Distt. Administration.

7. DISASTER RECOVERY AND RECONSTRUCTION

After the disaster, the department will be required to assist the state government. in rehabilitation and reconstruction activities. The main task assigned to the Department is to assist Police in maintaining Law & Order i.e. measures against looting and rioting, to ensure safety & security of relief workers and material, specific measures for the protection of weaker and venerable sections of the society and to provide safety and security at relief camps and temporary shelters.

Major recovery and reconstruction activities of the department are as follows

- The concerned Bn's of the affected area is capable of performing their tasks. If extra manpower is required Dept. can mobilize volunteers from unaffected Bn's
- The Dept. is capable of managing temporary relief camps and the layout and assist the District Administrations if required.
- The women/men volunteer of Dept. will provide post-trauma counselling to the victim is required.
- The Home Guard volunteers will ensure that before, during and after the disaster there is no panic, control rumour mongering and high morale is kept to the public.

8. FINANCIAL ARRANGEMENTS

Section 40(2) of the Disaster Management Act stipulates that every department of the State Department while preparing the DM Plan, shall make provisions for financing the activities proposed therein. Normally the funds required for risk assessment and disaster preparedness must be provided in the budgets of every concerned department. Such funds are not very sizeable and departments should be able to allocate such funds within their normal budgetary allocations. This budget can be used to work upon the already suggested mitigation and preparedness measures, as response and relief are already being taken care of by the SDRF and NDRF.

Funds for disaster response, relief and rehabilitation are provided in State Disaster Response Fund (SDRF) which the departments can access without any problem. In case such funds are not adequate the additional demands can be projected by the State Government which can be met from the National Disaster Response Fund (NDRF).

