



# **Flood Preparedness Score Card- 2024**

by

Revenue & DM Deptt. and ASDMA

8<sup>th</sup> Sept., 2024

# Structure of the Presentation

- ✓ Objectives of FPSC, Steps involved & Dedicated portal
- ✓ MPS and Methodology
- ✓ District & Department Wise Score
- ✓ Way Forward



# **Flood Preparedness Score Card 2024**

**Districts and Departments**

**2024, Assam**

**Revenue & D.M. Deptt. and TEAM ASDMA**



# Rationale and Objectives



- 1 Improve overall flood preparedness and resilience
- 2 Establish and standardize flood Governance
- 3 Online system to track preparedness status
- 4 Inculcate healthy competition
- 5 Identify areas for improvement

# Steps involved

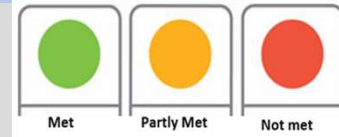


**1**

**Defining preparedness standards and actions taken by DDMA's (11 MPS)  
Departmental Flood Preparedness Score Card 2024**

**2**

**Formula for scoring**



**3**

**Self reporting by DDMA's/Departments, verification by  
committee and finalization of scoring**

**4**

**Results & Felicitation**

# Dedicated web portal for FPSC 2024



ADMIN LOGIN

## FLOOD PREPAREDNESS SCORECARD 2024



Username

Password

OPERATOR LOGIN

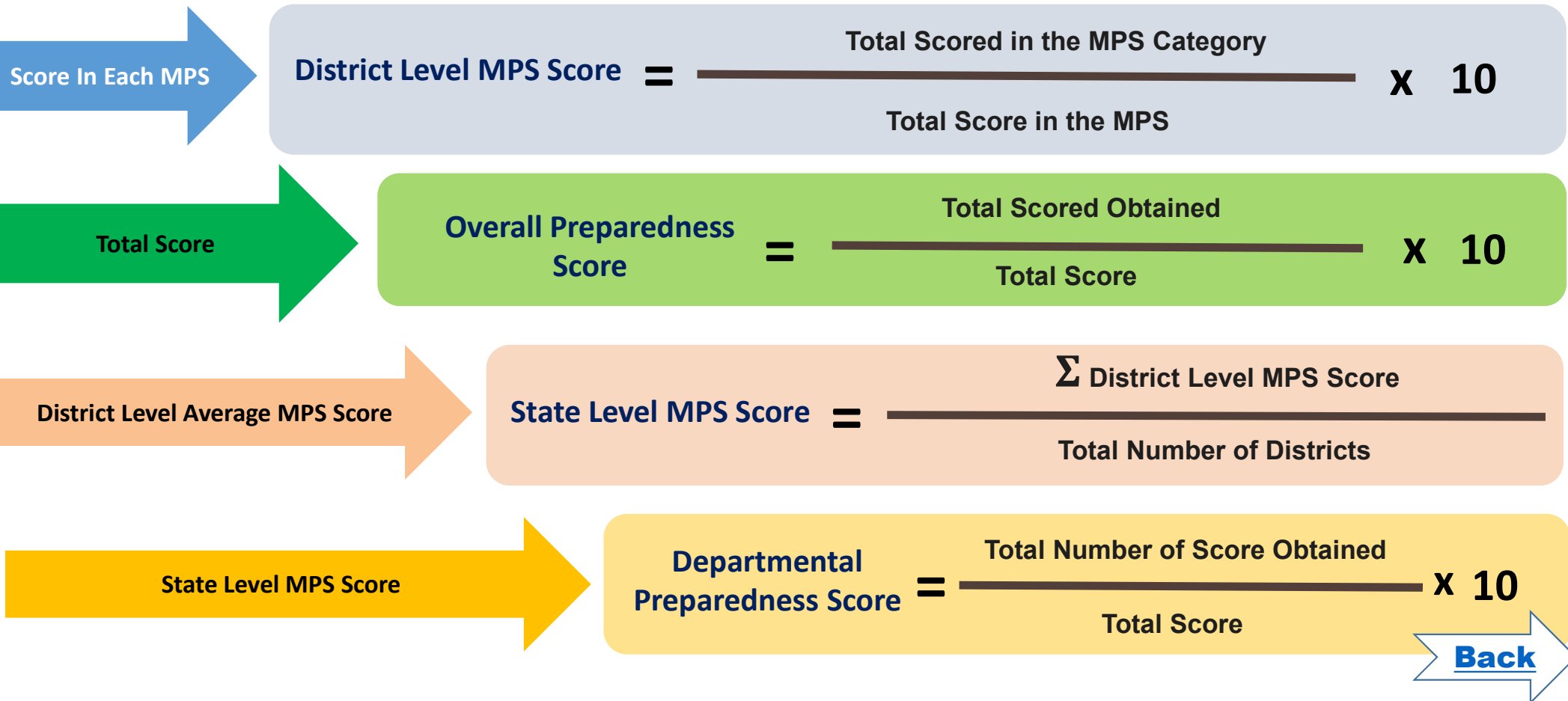
- In last two iterations, an open source platform (ONA) for submission of documents and scoring
- This year, dedicated portal has been developed for FPSC 2024 for users and reviewers

[Back](#)

## Score in each Minimum Preparedness Standard (MPS)

| <u>MPS</u>  | <u>Description</u>                                                                                                                                          | <u>Full Score</u> |
|-------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|
| 1           | <a href="#"><u>Risk Analysis and Monitoring (Understanding Risk and identifying vulnerabilities)</u></a>                                                    | 10                |
| 2           | <a href="#"><u>Planning for Preparedness and Response (Strengthening Departmental Preparedness and Resource Mobilization)</u></a>                           | 10                |
| 3           | <a href="#"><u>Infrastructural Preparedness (Structural Measures)</u></a>                                                                                   | 10                |
| 4           | <a href="#"><u>Preparedness for continuity of Services (Continuation of Essential Services; availability and stock of essential items and services)</u></a> | 10                |
| 5           | <a href="#"><u>Co-ordination for Response (Inter Agency Co-ordination and Multi Stakeholder Engagement)</u></a>                                             | 10                |
| 6           | <a href="#"><u>Capacity Building and Training (Training of Stakeholders)</u></a>                                                                            | 10                |
| 7           | <a href="#"><u>GR and Financial Assistance (vendors, Suppliers, Tenders, OMSS etc)</u></a>                                                                  | 10                |
| 8           | <a href="#"><u>Relief Camp Management and CFS (Management of Relief Camps and ensuring of Child Friendly Spaces)</u></a>                                    | 10                |
| 9           | <a href="#"><u>Reporting and Damage Assessment (Meeting, Orientation and Reporting on Damage Assessment)</u></a>                                            | 10                |
| 10          | <a href="#"><u>Risk Communication and Community Engagement (Early Warning, Stakeholders engagement, Communication materials etc)</u></a>                    | 10                |
| 11          | <a href="#"><u>Accountability and Grievance Redressal (360 Degree Feedback Mechanism)</u></a>                                                               | 10                |
| Total Score |                                                                                                                                                             | 110               |

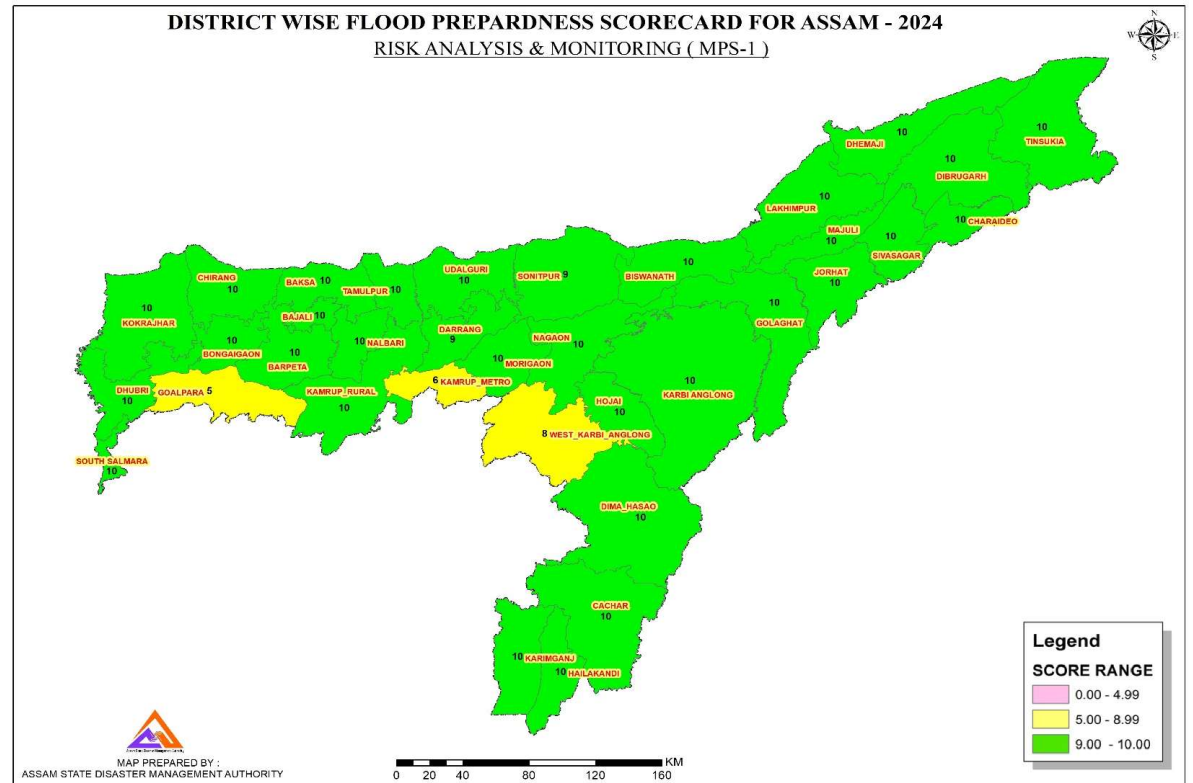
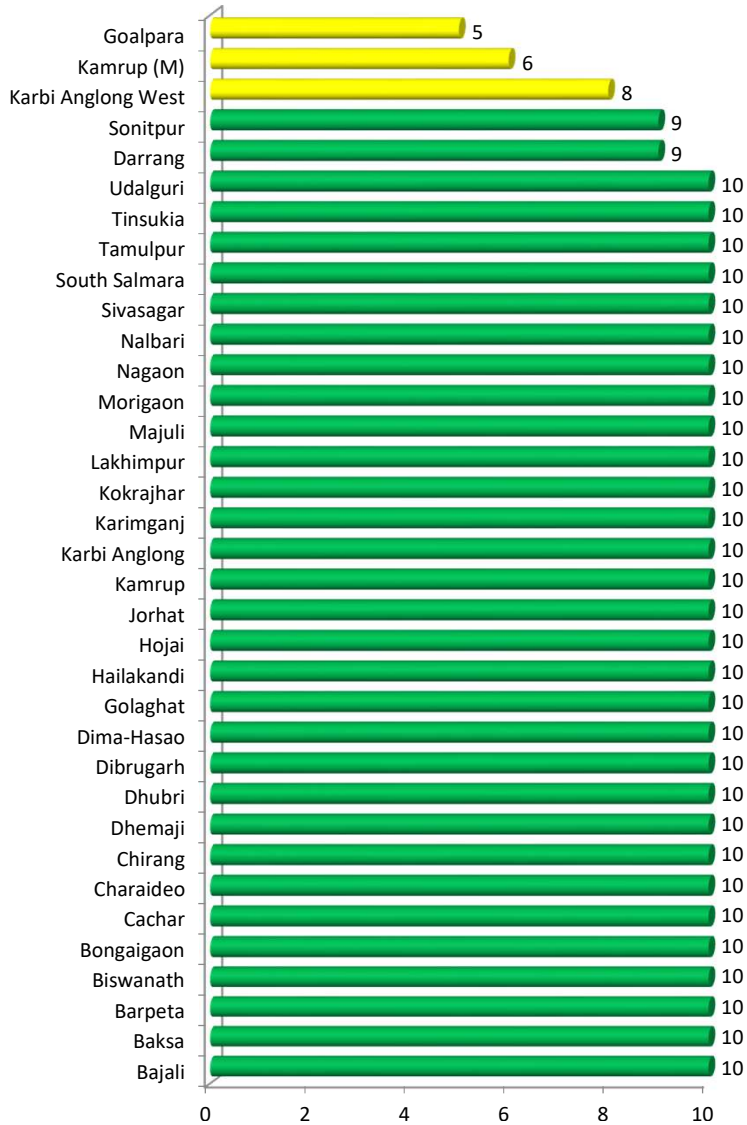
# Methodology for Scoring



# District-wise MPS Score



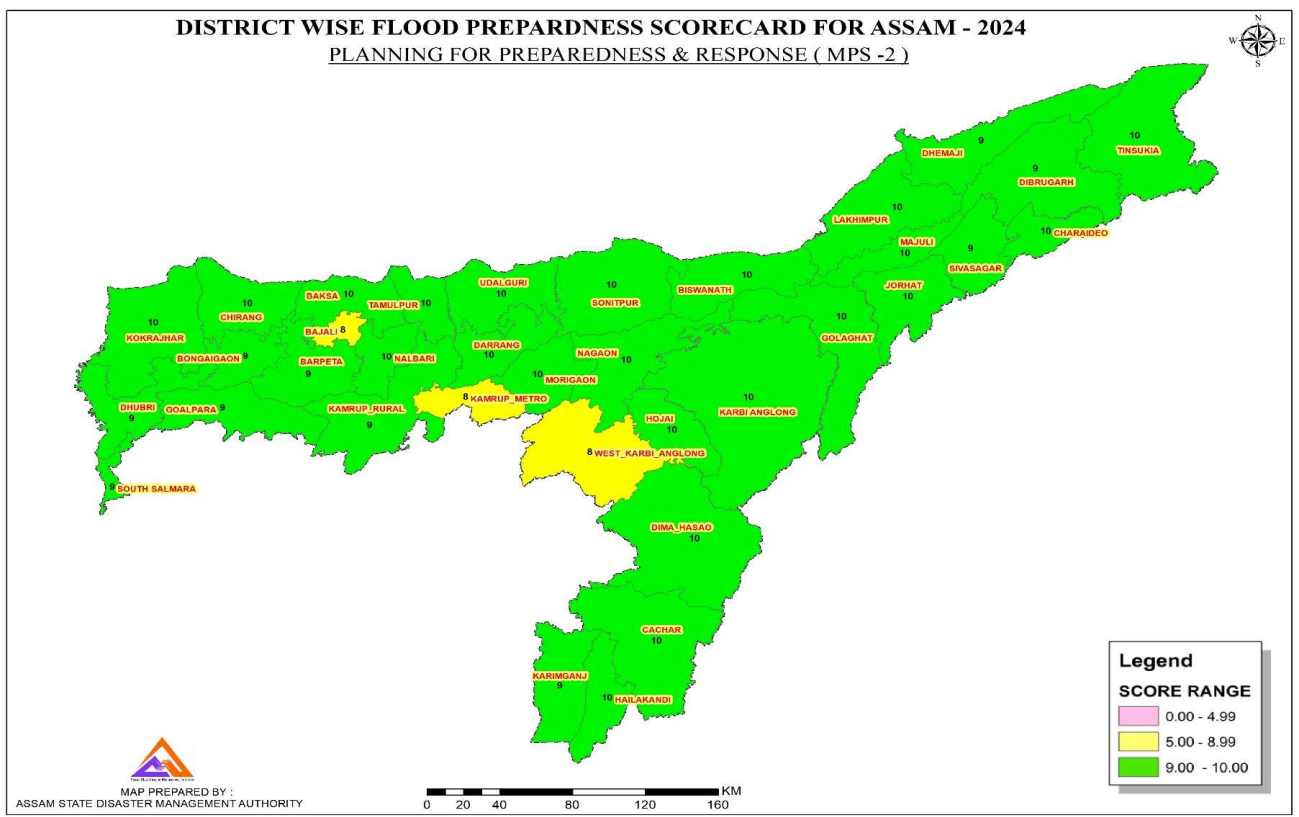
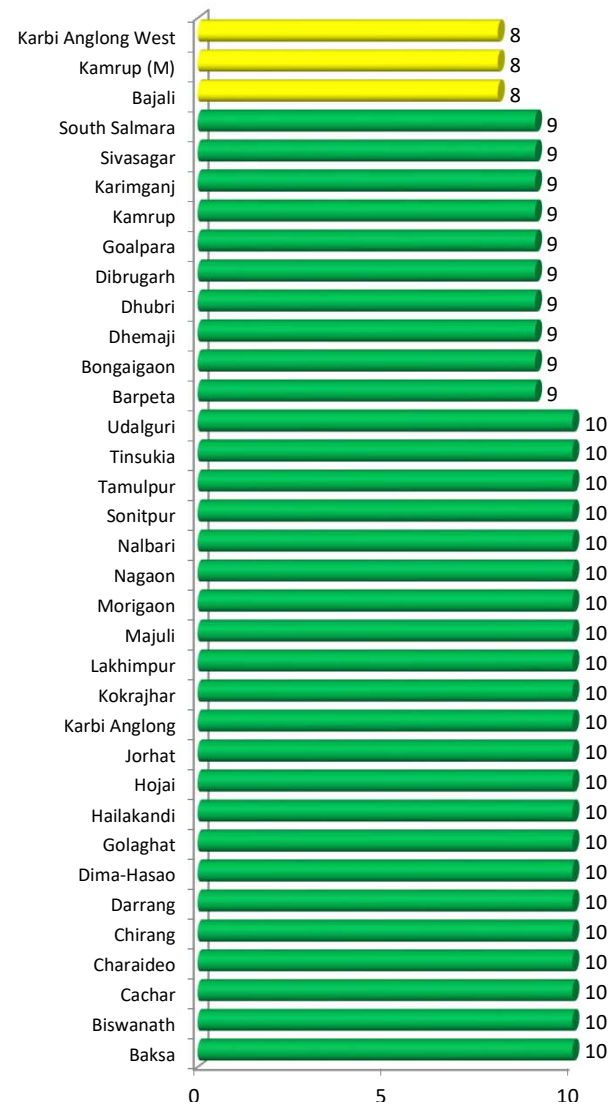
## MPS 1: Risk Analysis and Monitoring (understanding risk and identifying vulnerabilities)



### Best performing districts (32):

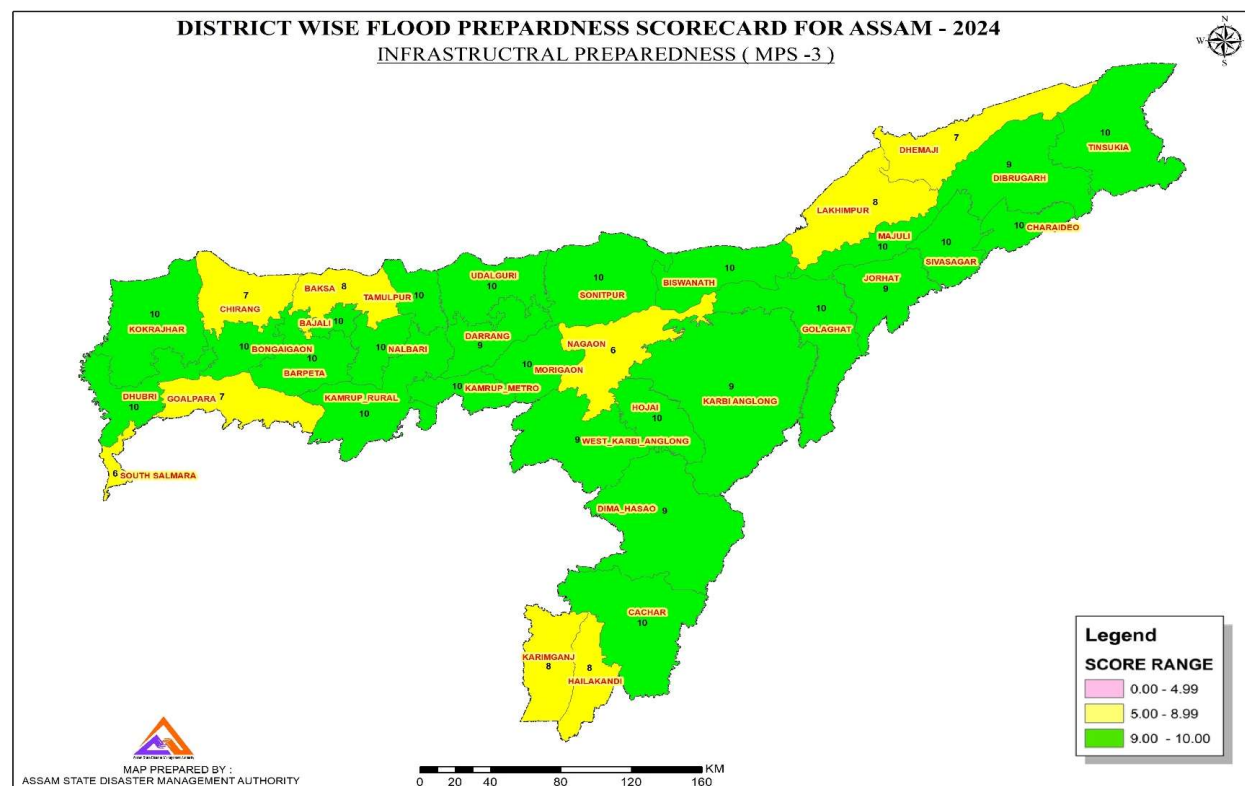
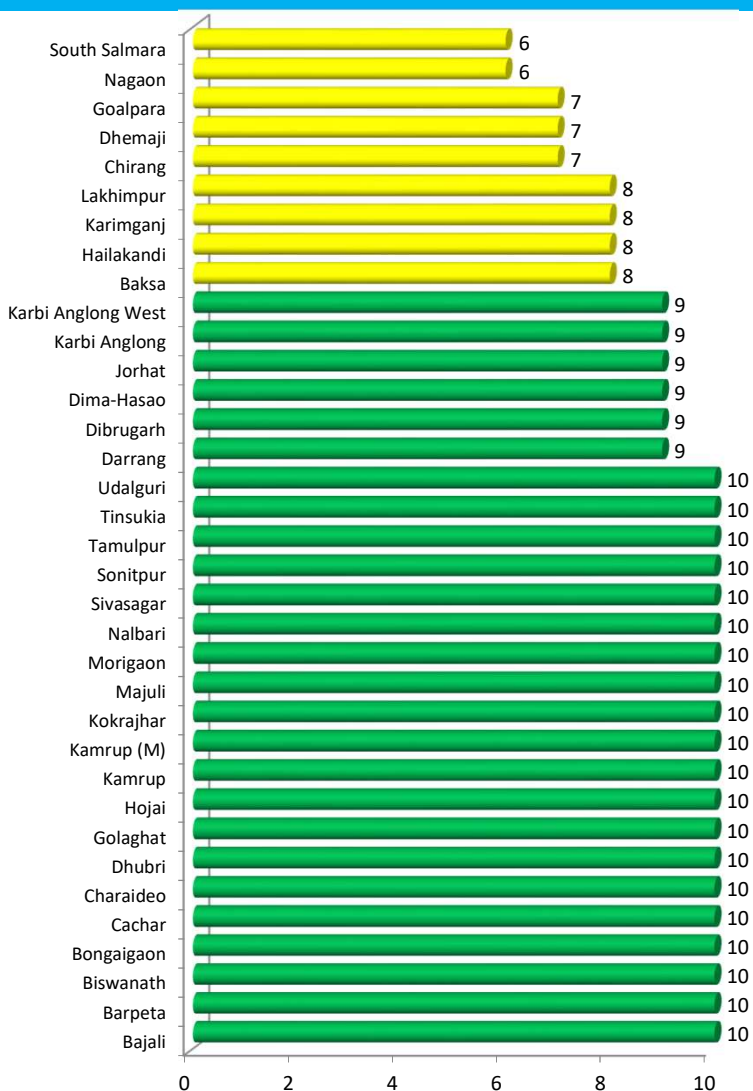
Nalbari, Morigaon, Cachar, Golaghat, Majuli, Charaideo, Tamulpur, Dima-Hasao, Hojai, Kokrajhar, Tinsukia, Chirang, Hailakandi, Kamrup, Sivasagar, Biswanath, Karbi Anglong, Nagaon, Bongaigaon, Jorhat, Lakhimpur, South Salmara, Darrang, Sonitpur, Karimganj, Udalguri, Karbi Anglong West, Barpeta, Dhubri, Bajali, Dibrugarh, Baksa and Dhemaji

MPS 2: Planning for Preparedness and Response (strengthening Departmental preparedness and resource mobilization)



**Best performing districts (32):**  
Nalbari, Morigaon, Cachar, Golaghat, Majuli, Charaideo, Tamulpur, Dima-Hasao, Hojai, Kokrajhar, Sonitpur, Tinsukia, Chirang, Hailakandi, Kamrup, Sivasagar, Biswanath, Karbi Anglong, Nagaon, Bongaigaon, Jorhat, Lakhimpur, South Salmara, Darrang, Karimganj, Udalguri, Karbi Anglong West, Barpeta, Dhubri, Dhemaji and Goalpara

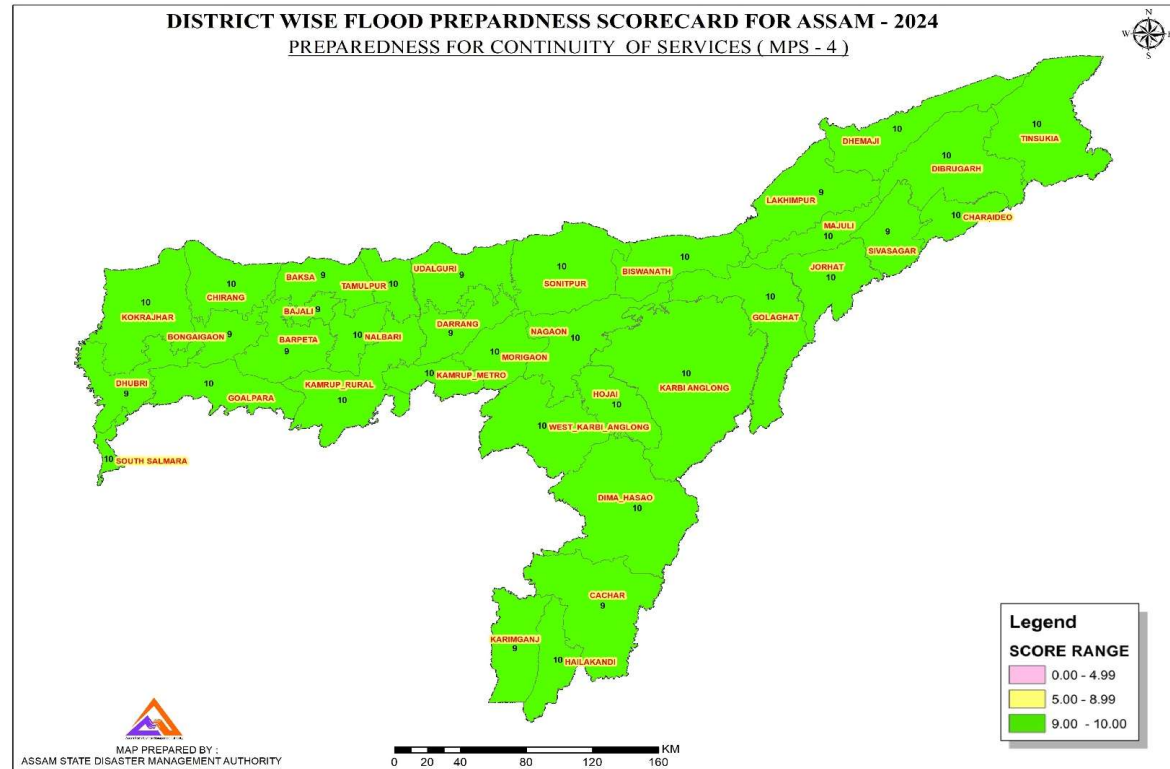
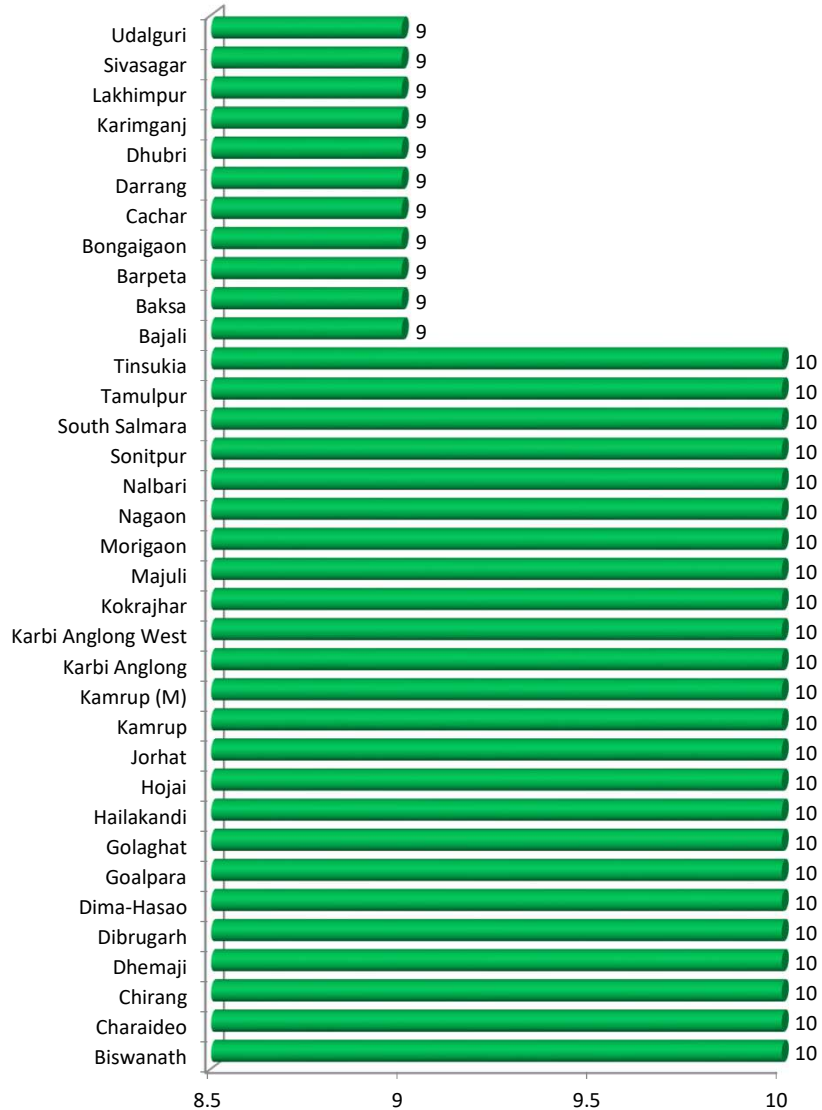
## MPS 3: Infrastructural Preparedness (Structural Measures)



### Best performing districts (26):

Bajali, Barpeta, Biswanath, Bongaigaon, Cachar, Charaideo, Dhubri, Golaghat, Hojai, Kamrup, Kamrup (M), Kokrajhar, Majuli, Morigaon, Nalbari, Sivasagar, Sonitpur, Tamulpur, Tinsukia, Udalguri, Drrang, Dibrugarh, Dima-Hasao, Jorhat, Karbi Anglong and West Karbi Anglong

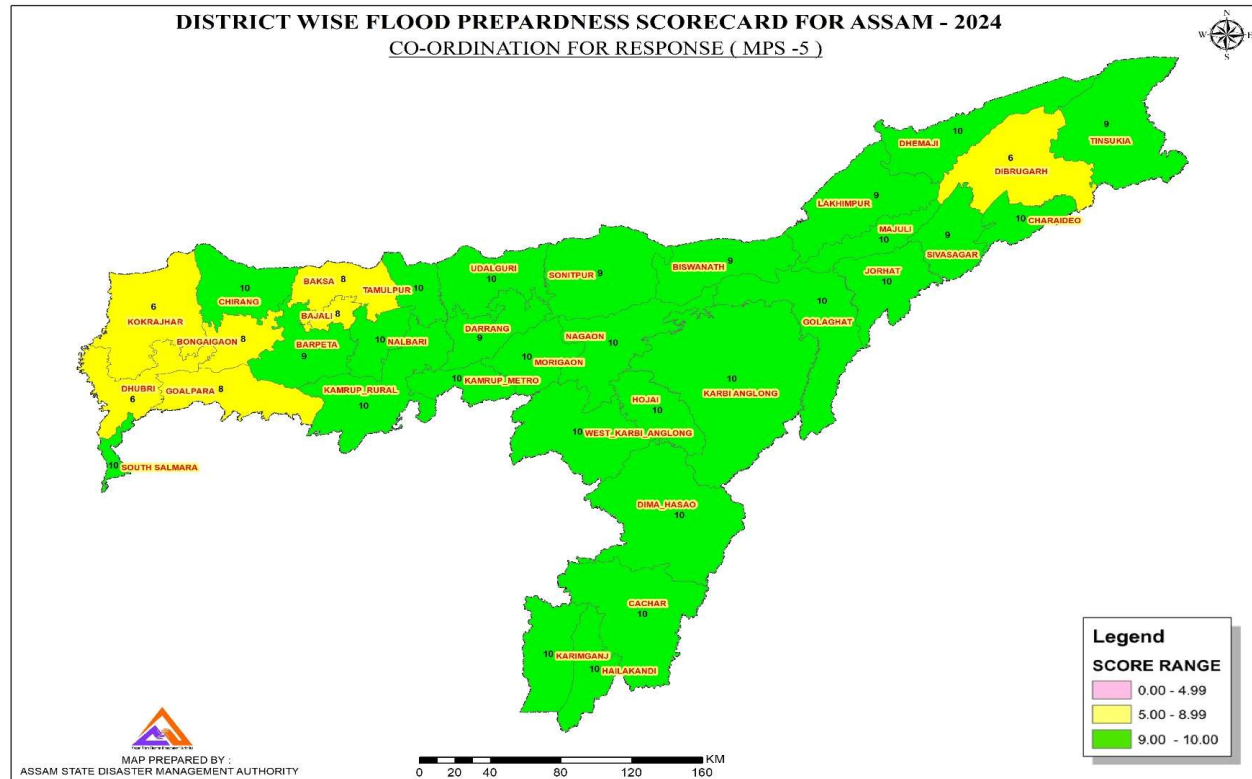
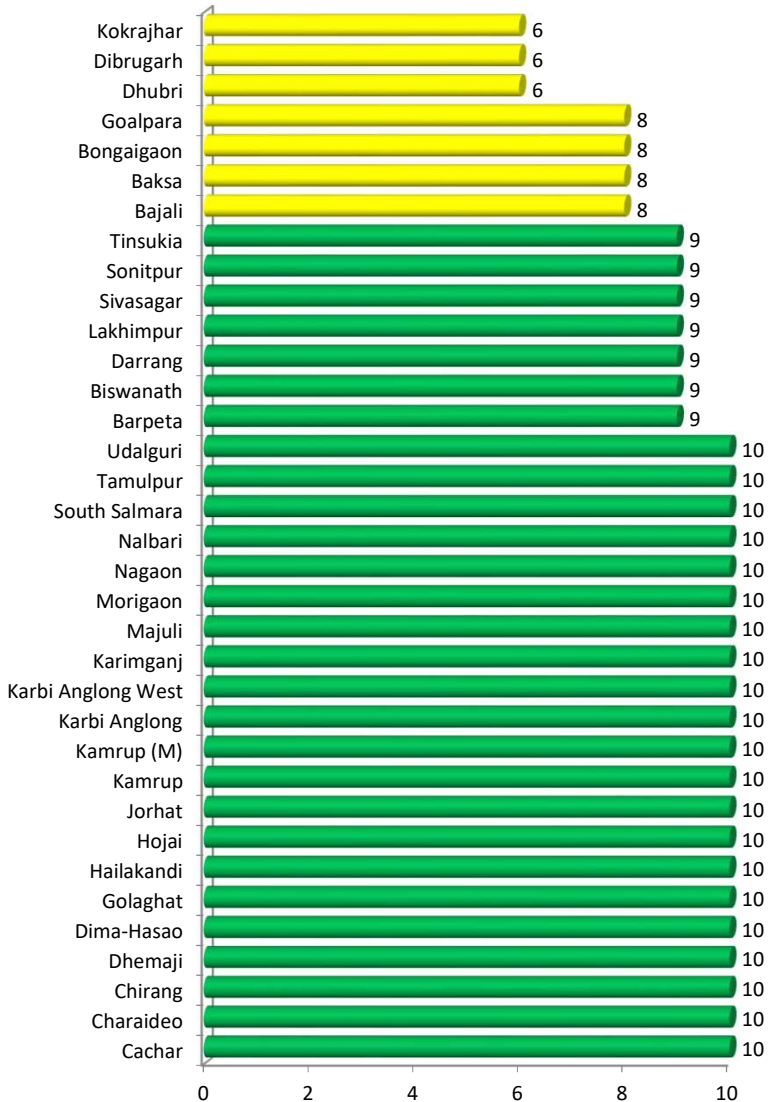
## MPS 4: Preparedness for Continuity of Services (essential services; availability and stock of essential items etc.)



### Best performing districts (35):

Biswanath, Charaideo, Chirang, Dhemaji, Dibrugarh, Dima Hasao, Goalpara, Golaghat, Hailakandi, Hojai, Jorhat, Kamrup, Kamrup (M), Karbi Anglong, West Karibi Anglong, Kokrajhar, Majuli, Morigaon, Nagaon, Nalbari, Sonitpur, South Salmara, Tamulpur, Tinsukia, Bajali, Baksa, Barpeta, Bongaigaon, Cachar, Darrang, Dhubri, Karimganj, Lakhimpur, Sivasagar and Udalguri

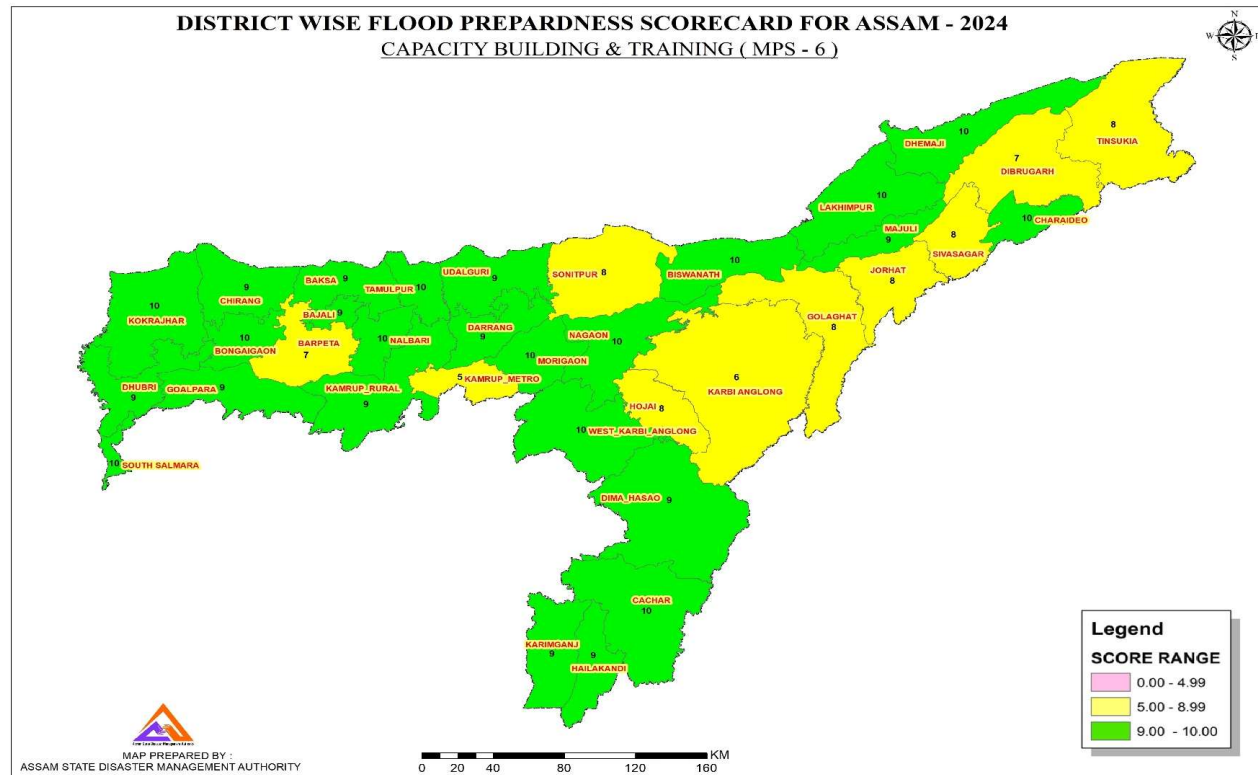
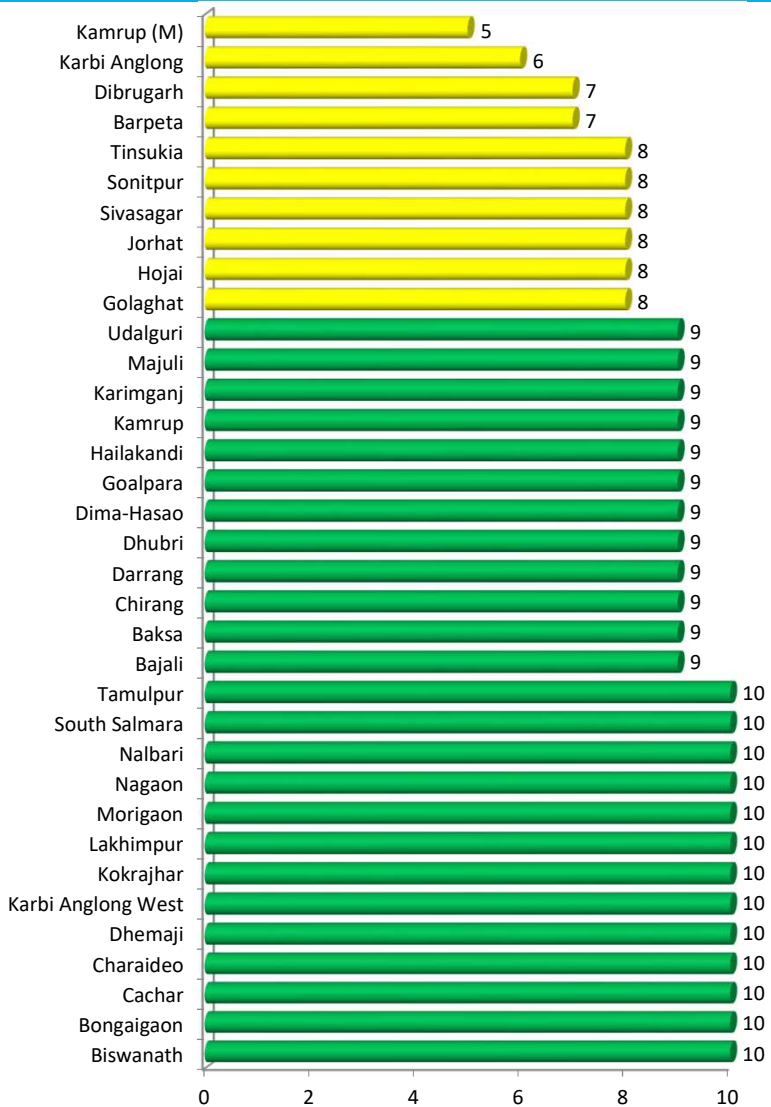
## MPS 5: Coordination for Response (inter-agency coordination and multi stakeholder engagement)



### Best performing districts (28):

Cachar, Charaideo, Chirang, Dhemaaji, Dima-Hasao, Golaghat, Hailakandi, Hojai, Jorhat, Kamrup, Kamrup (M), Karbi Anglong, West Kari Anglong, Karimganj, Majuli, Morigaon, Nagaon, Nalbari, South Salmara, Tamulpur, Udalguri, Barpeta, Biswanath, Darrang, Lakhimpur, Sivasagar, Sonitpur and Tinsukia

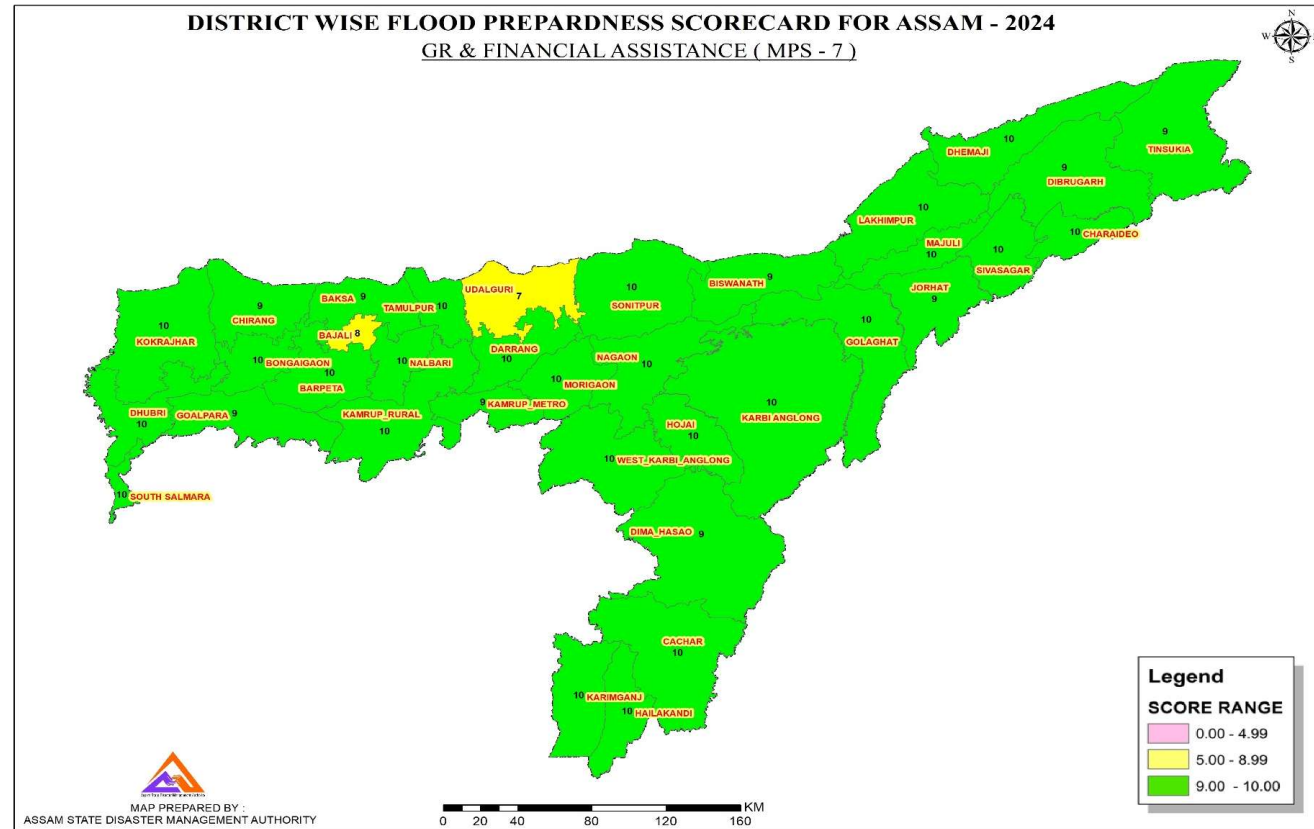
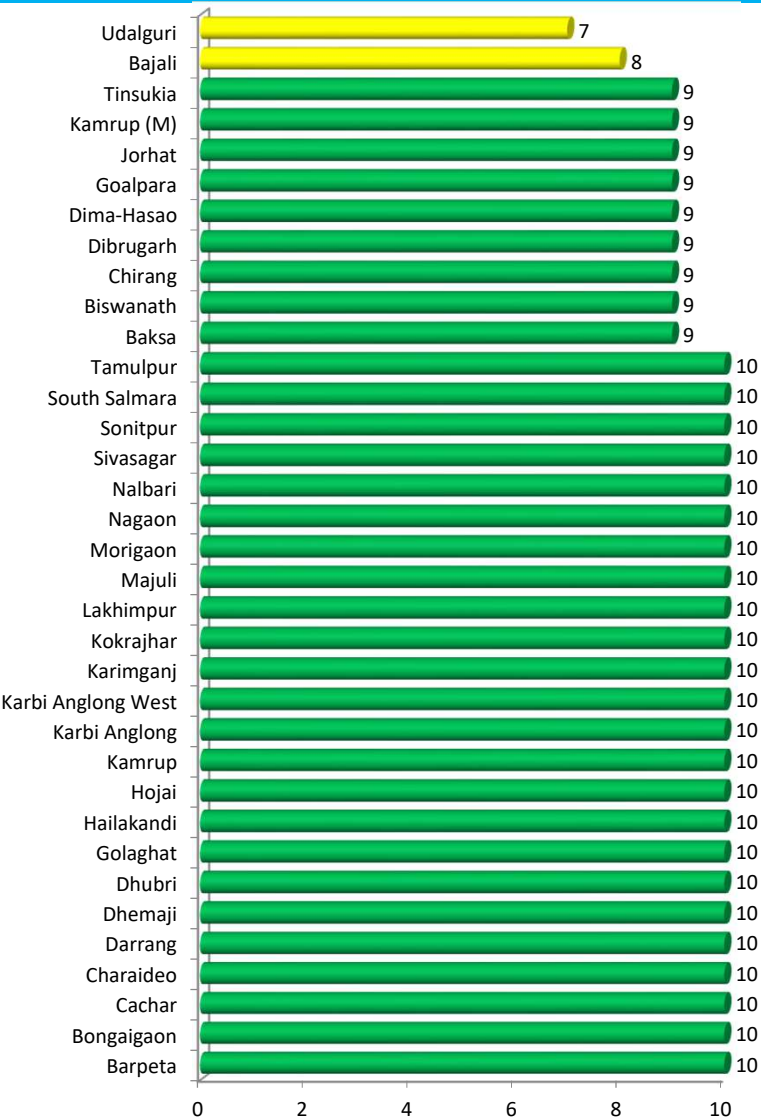
## MPS 6: Capacity Building and Training (training of stakeholders)



### Best performing districts (25):

Biswanath, Bongaigaon, Cachar, Charaideo, Dhemaji, West Karbi Anglong, Kokrajhar, Lakhimpur, Morigaon, Nagaon, Nalbari, South Salmara, Tamulpur, Bajali, Baksa, Chirang, Darrang, Dhubri, Dima Hasao, Goalpara, Hailakandi, Kamrup, Karimganj, Majuli and Udalguri

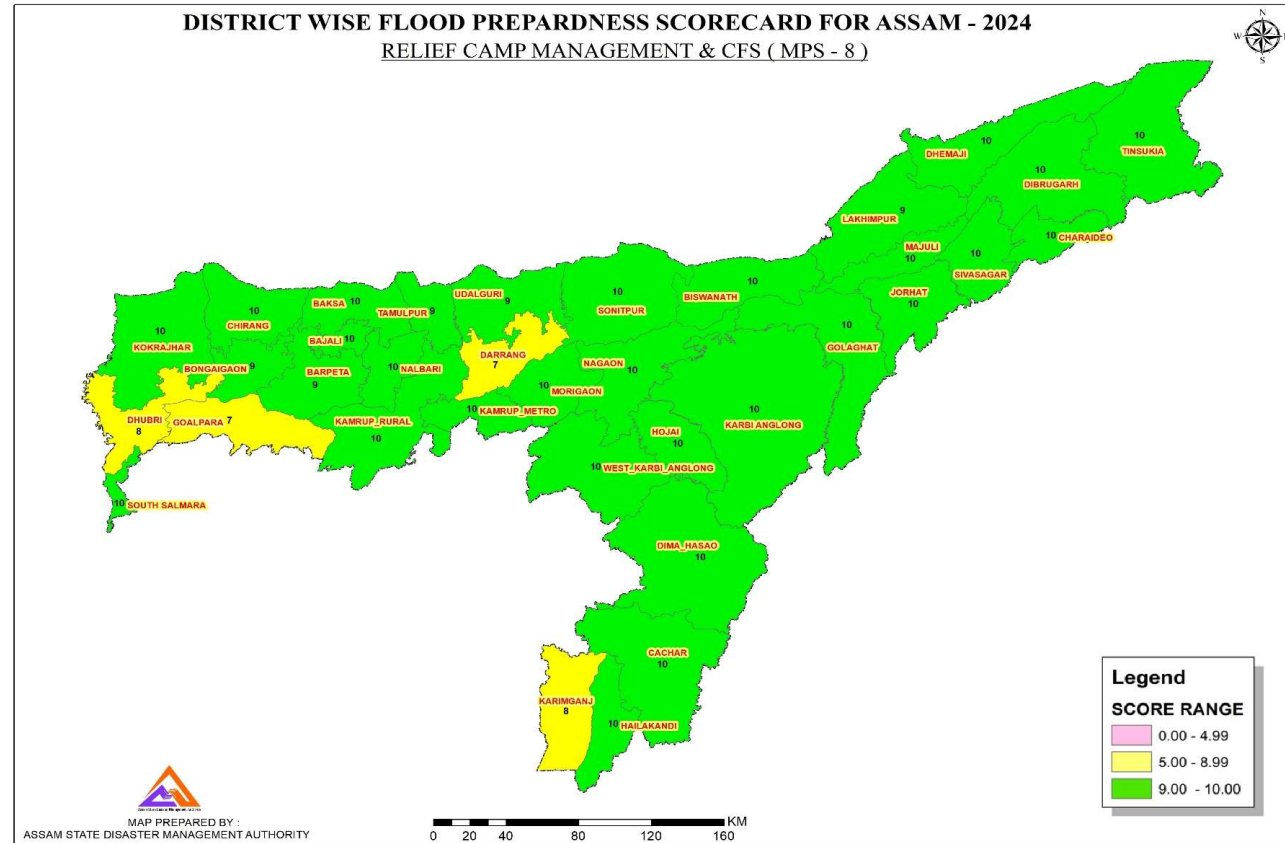
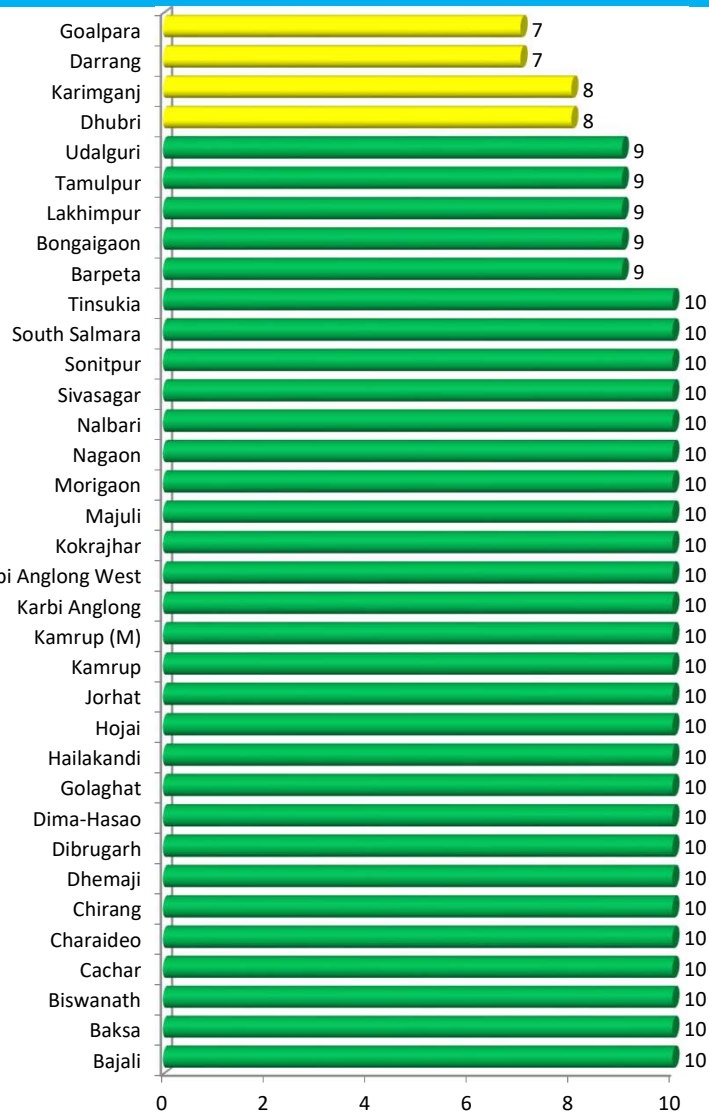
## MPS 7: GR and Financial Assistance (vendor, supplier, tenders, OMSS etc.)



### Best performing districts (33):

Barpeta, Bongaigaon, Cachar, Charaideo, Darrang, Dhemaji, Dhubri, Golaghat, Hailakandi, Hojai, Kamrup, Karbi Sanglong, West Karbi Anglong, Karimganj, Kokrajhar, Lakhimpur, Majuli, Morigaon, Nagaon, Nalbari, Sivasagar, Sonitpur, South Salmara, Tamulpur, Baksa, Biswanath, Chirang, Dibrugarh, Dima-Hasao, Golapara, Jorhat, Kamrup (M) and Tinsukia

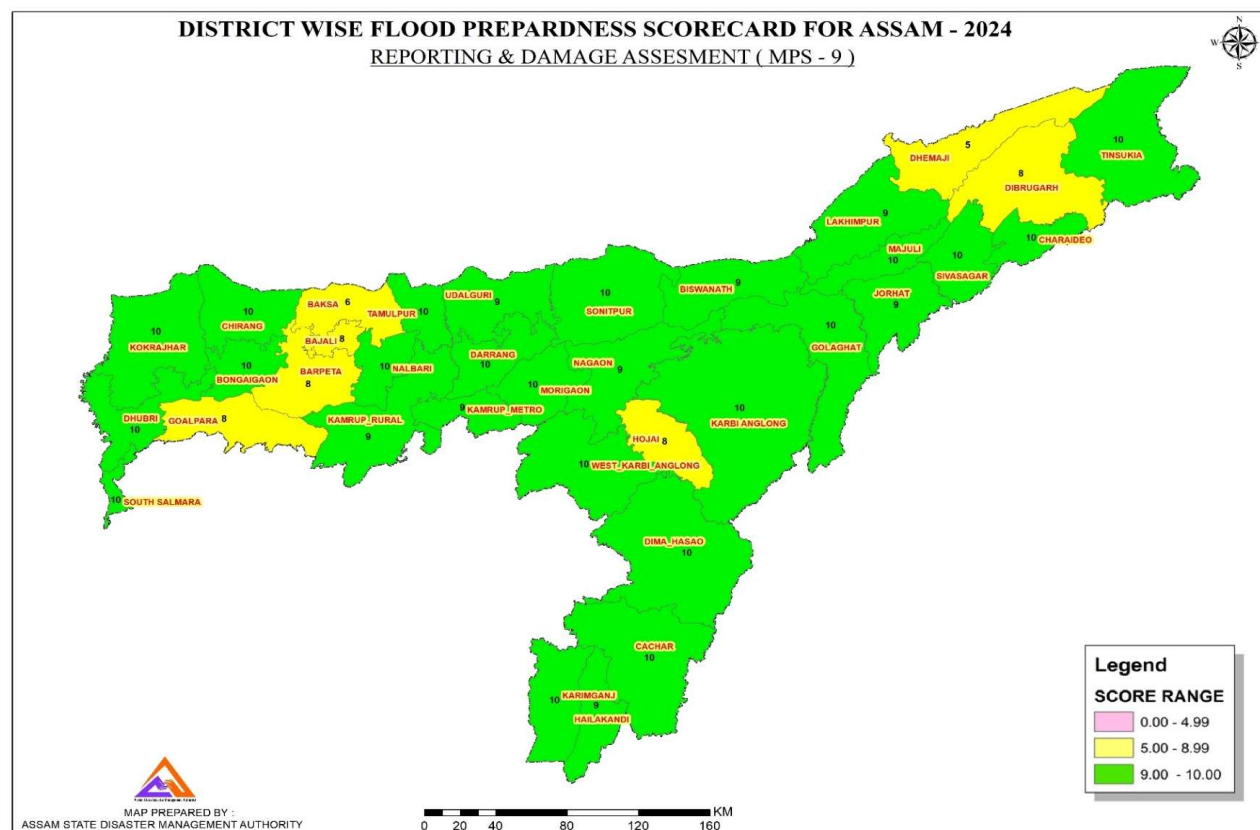
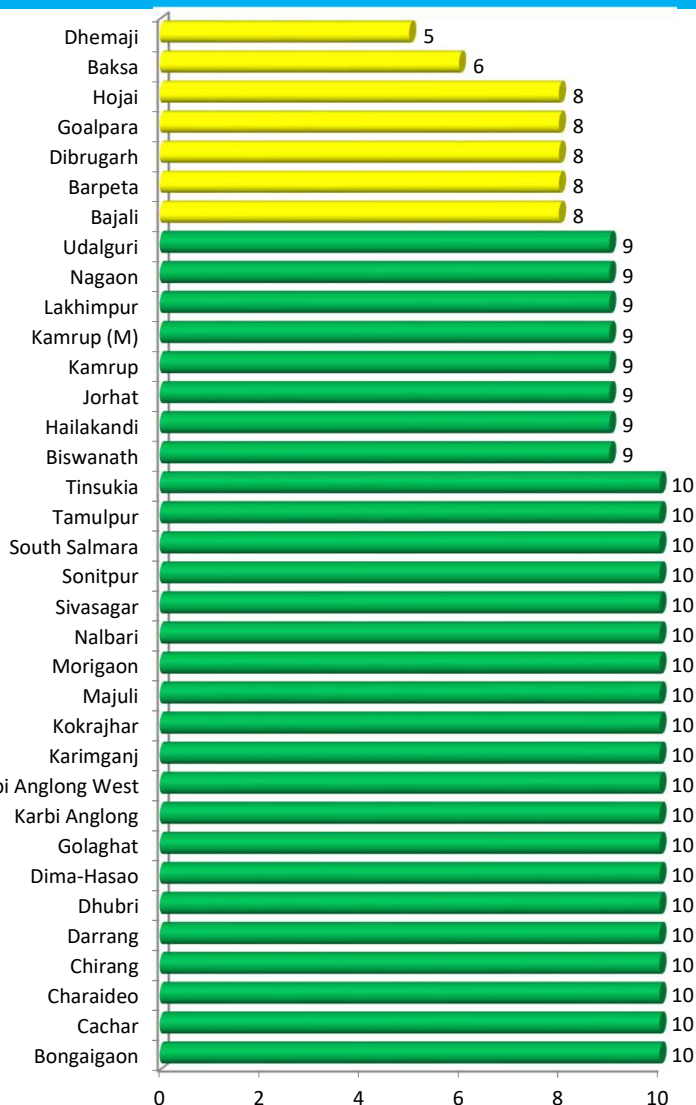
## MPS 8: Relief Camp Management and CFS (Management of Relief Camps and ensuring of Child Friendly Spaces)



### Best performing districts (31):

Bajali, Baksa, Biswanath, Cachar, Charaideo, Chirang, Dhemaji, Dibrugarh, Dima-Hasao, Golaghat, Hailakandi, Hojai, Jorhat, Kamrup, Kamrup (M), Karbi Anglong, West Karbi Anglong, Kokrajhar,, Majuli, Morigaon, Nagaon, Nalbari, Sivasagar, Sonitpur, South Salmara, Tinsukia, Barpeta, Bongaigaon, Lakhimpur, tamulpur and Udalguri

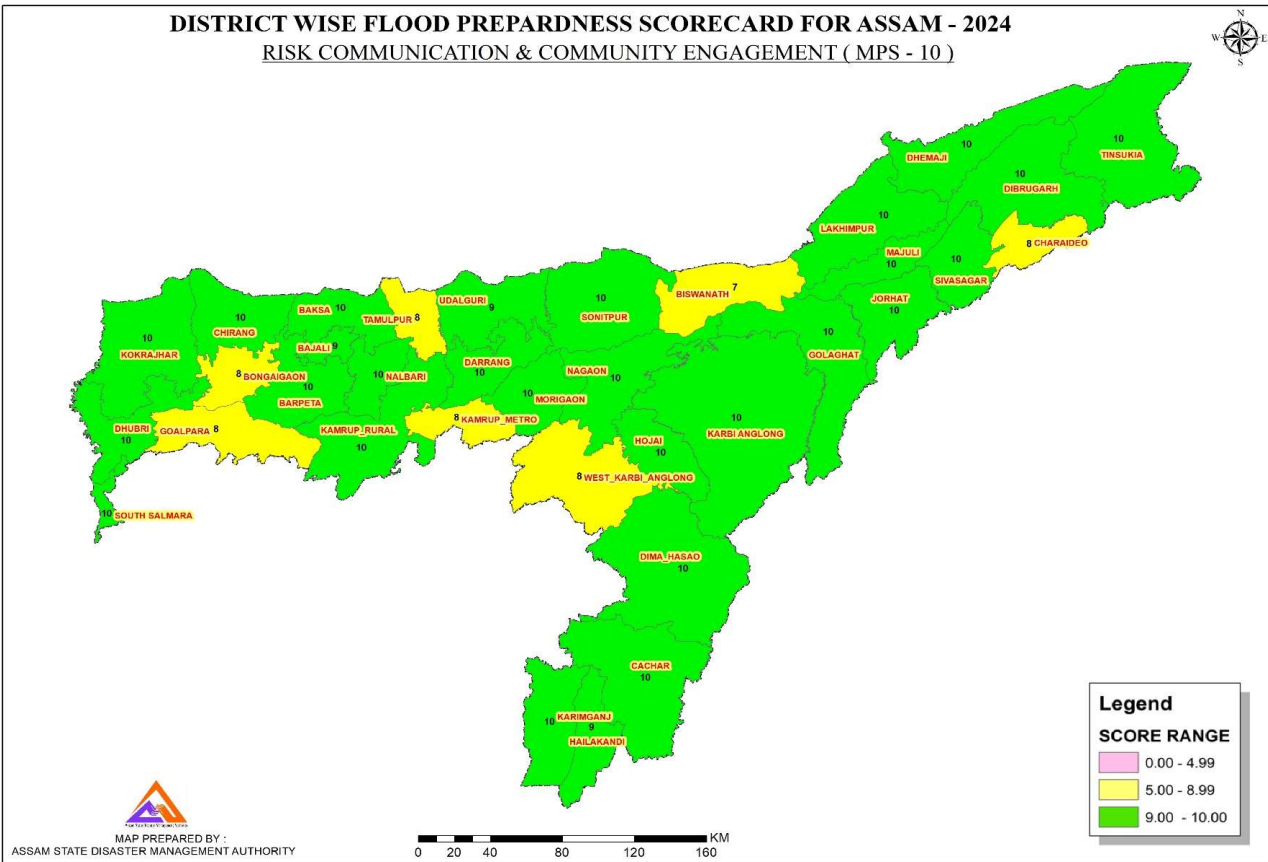
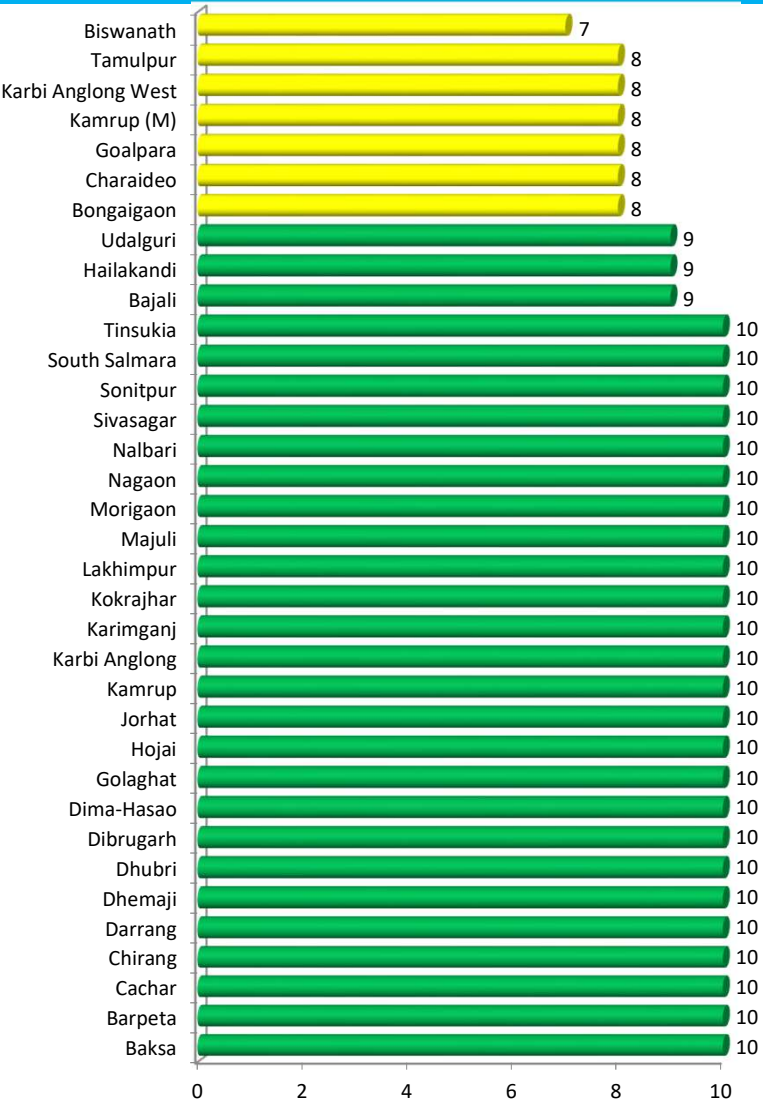
## MPS 9: Reporting and Damage Assessment (meeting, orientation and reporting on damage assessment)



### Best performing districts (28):

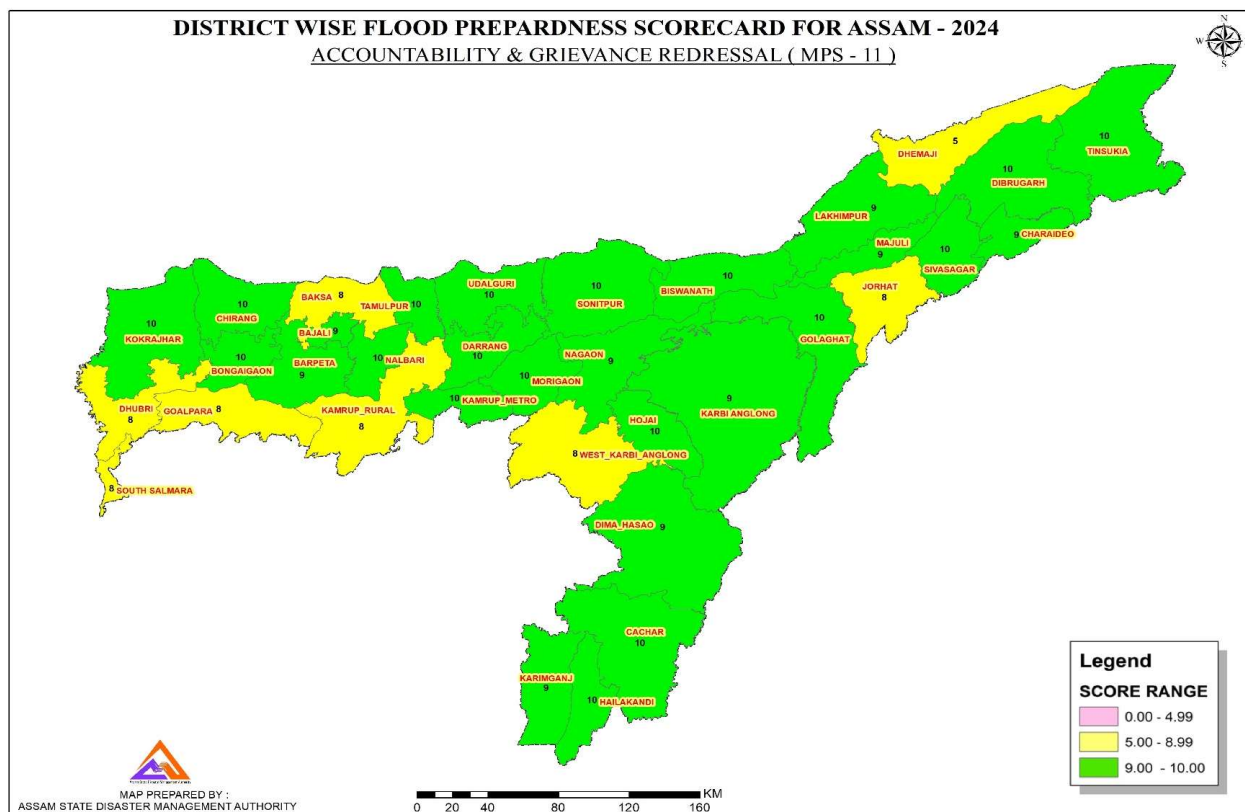
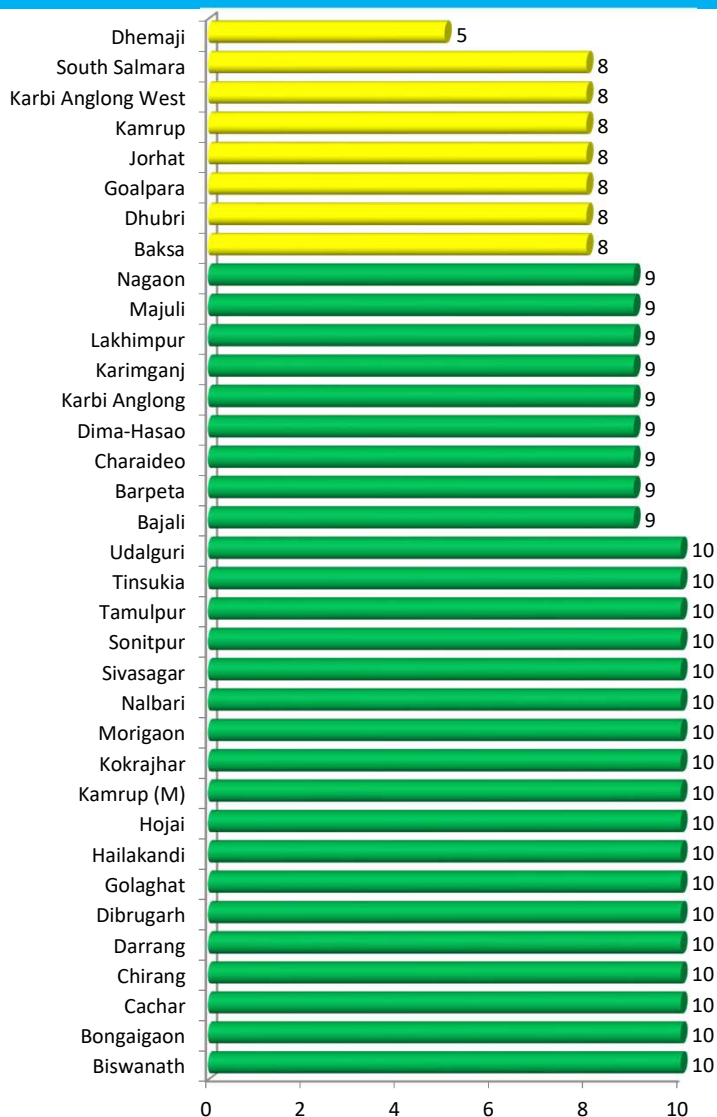
Bongaigaon, Cachar, Charaideo, Chirang, Darrang, Dhubri, Dima Hasao, Golaghat, Karbi Anglong, West Karbi Anglong, Karimganj, Kokrajhar, Majuli, Morigaon, Nalbari, Sivasagar, Sonitpur, South Salmara, Tamulpur, Tinsukia, Biswanath, Hailakandi, Jorhat, Kamrup, Kamrup (M), Lakhimpur, Nagaon and Udalguri

MPS 10: Risk Communication and Community Engagement (early warning, stakeholders engagement, communication materials etc.)



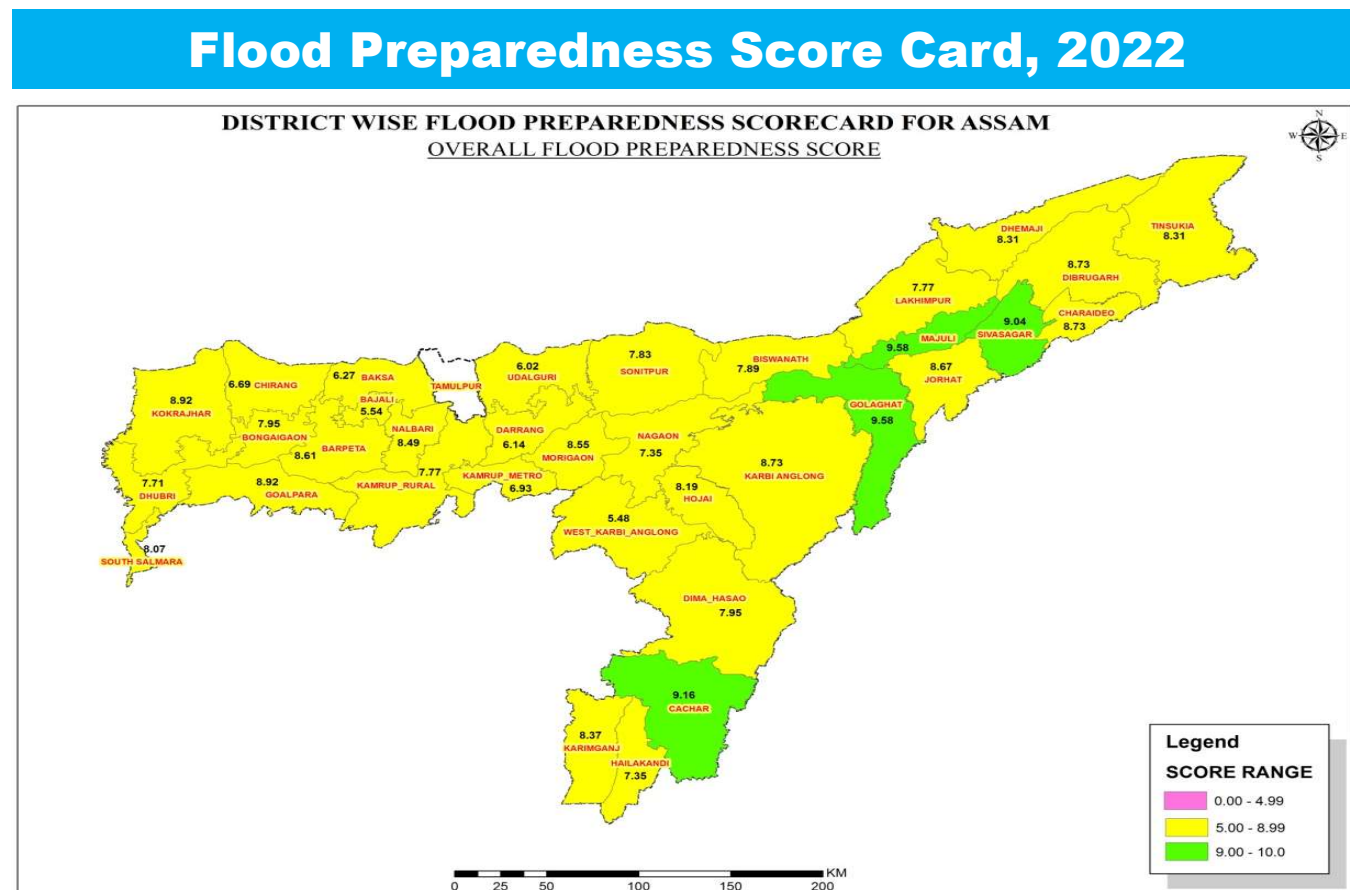
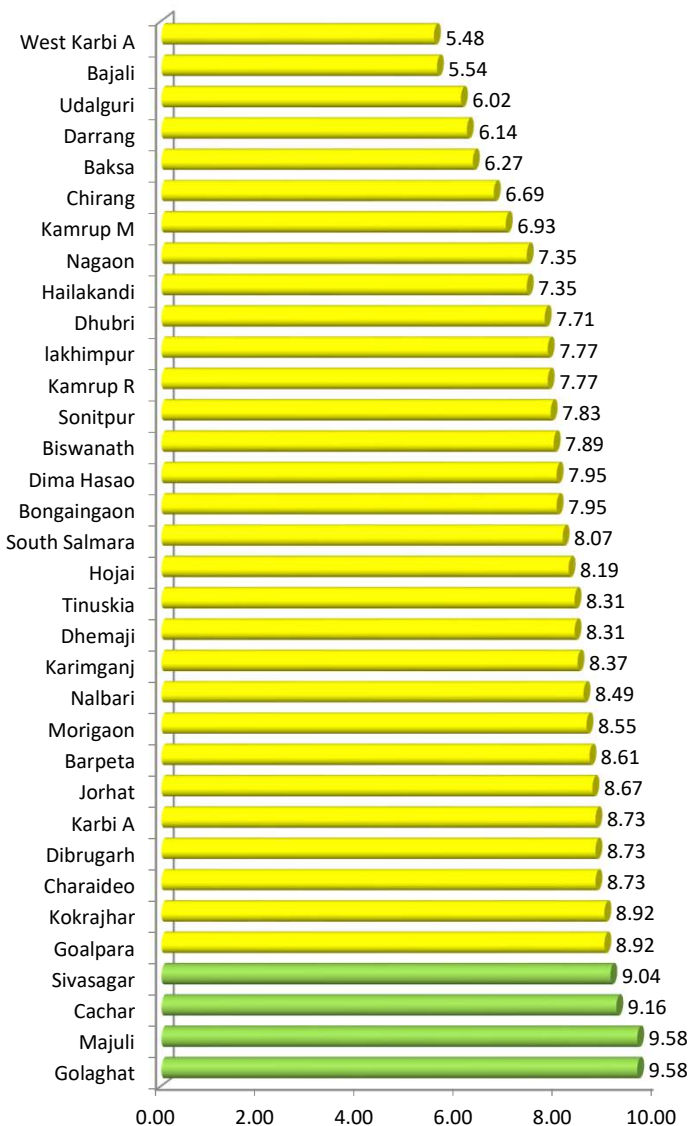
**Best performing districts (28):**  
Baksa, Barpeta, Cachar, Chirang, Darrang, Dhemaji, Dhubri, Dibrugarh, Dima Hasao, Golaghat, Hojai, Jorhat, Kamrup, Karbi Anglong, Karimganj, Kokrajhar, Lakhimpur, Majuli, Morigaon, Nagaon, Nalbari, Sivasagar, Sonitpur, South Salmara, Tinsukia, Bajali, Hailakandi and Udalguri

## MPS 11: Accountability and Grievance Redressal (360 Degree Feedback Mechanism)

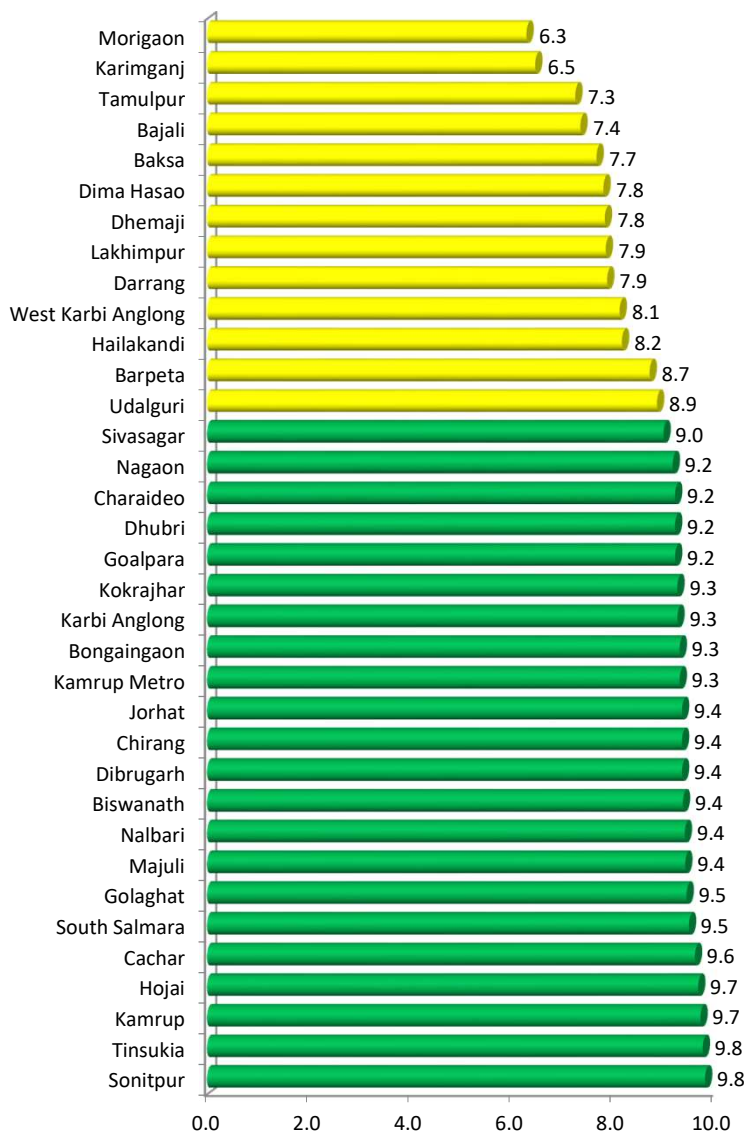


### Best performing districts (27):

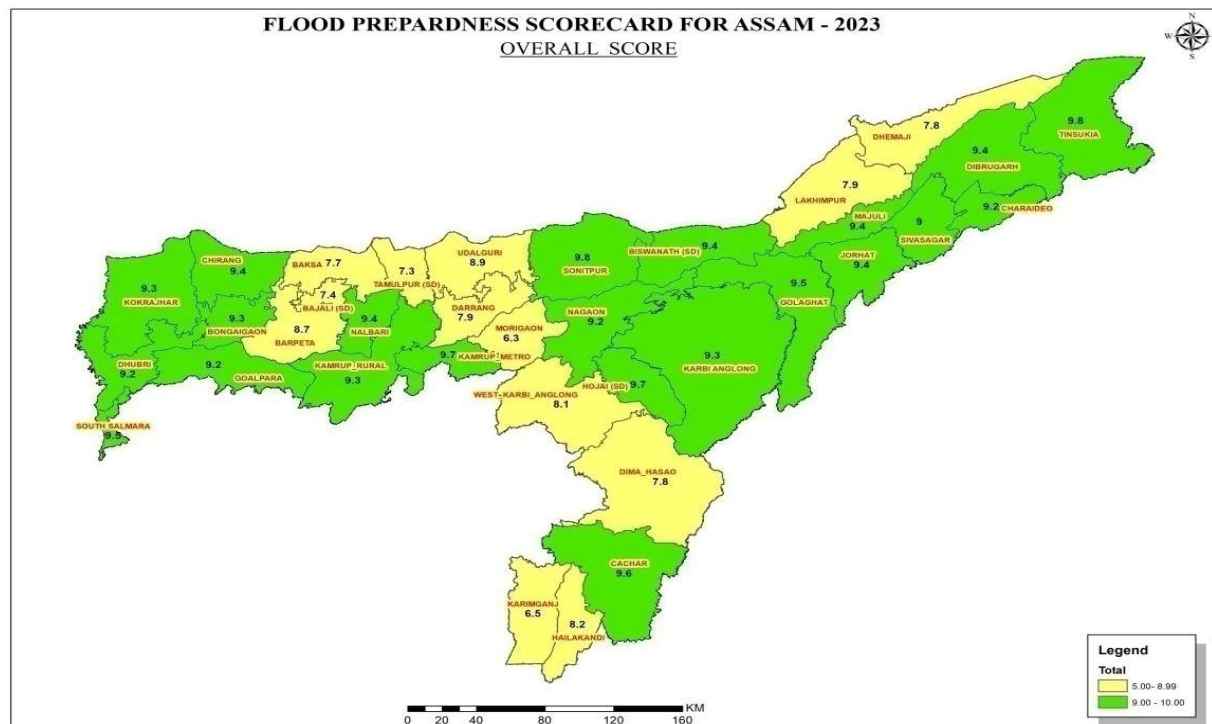
Biswanath, Bongaigaon, Cachar, Chirang, Darrang, Dibrugarh, Golaghat, Hailakandi, Hojai, Kamrup (M), Kokrajhar, Morigaon, Nalbari, Sivasagar, Sonitpur, Tamulpur, Tinsukia, Udalguri, Bajali, Barpeta, Charaideo, Dima Hasao, Karbi Anglong, Karimganj, Lakhimpur, Majuli and Nagaon



**Winners (during 2022):**  
**First:** Majuli & Golaghat  
**Second:** Cachar  
**Third:** Sivasagar



## Flood Preparedness Score Card, 2023



### Winners during 2023:

**First:** Sonitpur and Tinsukia

**Second:** Kamrup and Hojai

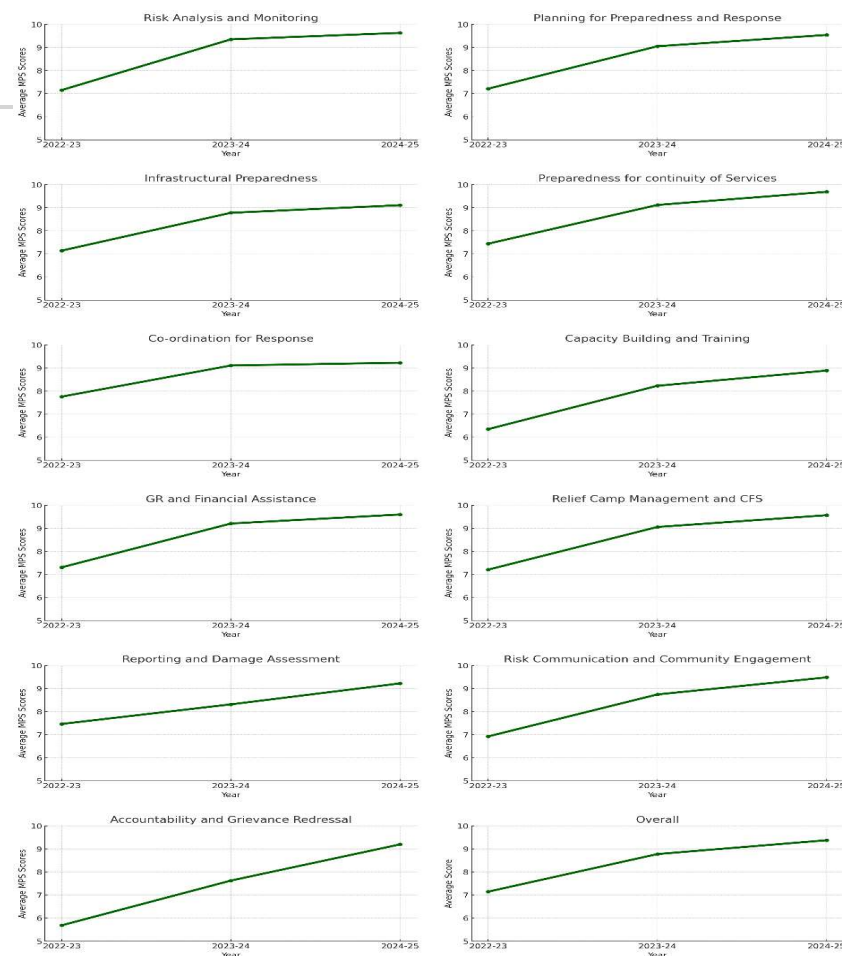
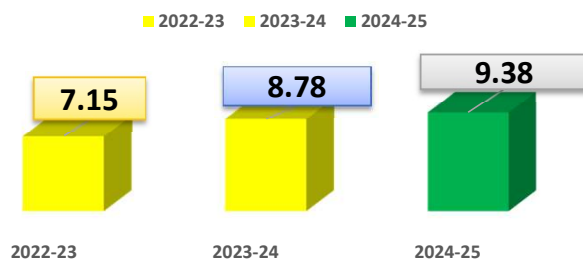
**Third:** Cachar

# Assam State Level Flood Preparedness: Districts Contribution (Progress made so far Since 2022)

Table showing the Average District Level FPSC from 2022 to 2024

| Minimum Preparedness Standard                              | 2022        | 2023        | 2024        |
|------------------------------------------------------------|-------------|-------------|-------------|
| <b>MPS-1:</b> Risk Analysis and Monitoring                 | 7.15        | 9.35        | 9.63        |
| <b>MPS-2:</b> Planning for Preparedness and Response       | 7.21        | 9.05        | 9.54        |
| <b>MPS-3:</b> Infrastructural Preparedness                 | 7.14        | 8.78        | 9.11        |
| <b>MPS-4:</b> Preparedness for continuity of Services      | 7.44        | 9.12        | 9.69        |
| <b>MPS-5:</b> Co-ordination for Response                   | 7.76        | 9.11        | 9.23        |
| <b>MPS-6:</b> Capacity Building and Training               | 6.35        | 8.23        | 8.89        |
| <b>MPS-7:</b> GR and Financial Assistance                  | 7.31        | 9.21        | 9.60        |
| <b>MPS-8:</b> Relief Camp Management and CFS               | 7.21        | 9.06        | 9.57        |
| <b>MPS-9:</b> Reporting and Damage Assessment              | 7.47        | 8.32        | 9.23        |
| <b>MPS-10:</b> Risk Communication and Community Engagement | 6.93        | 8.75        | 9.49        |
| <b>MPS-11:</b> Accountability and Grievance Redressal      | 5.69        | 7.63        | 9.20        |
| <b>Overall Scores</b>                                      | <b>7.15</b> | <b>8.78</b> | <b>9.38</b> |

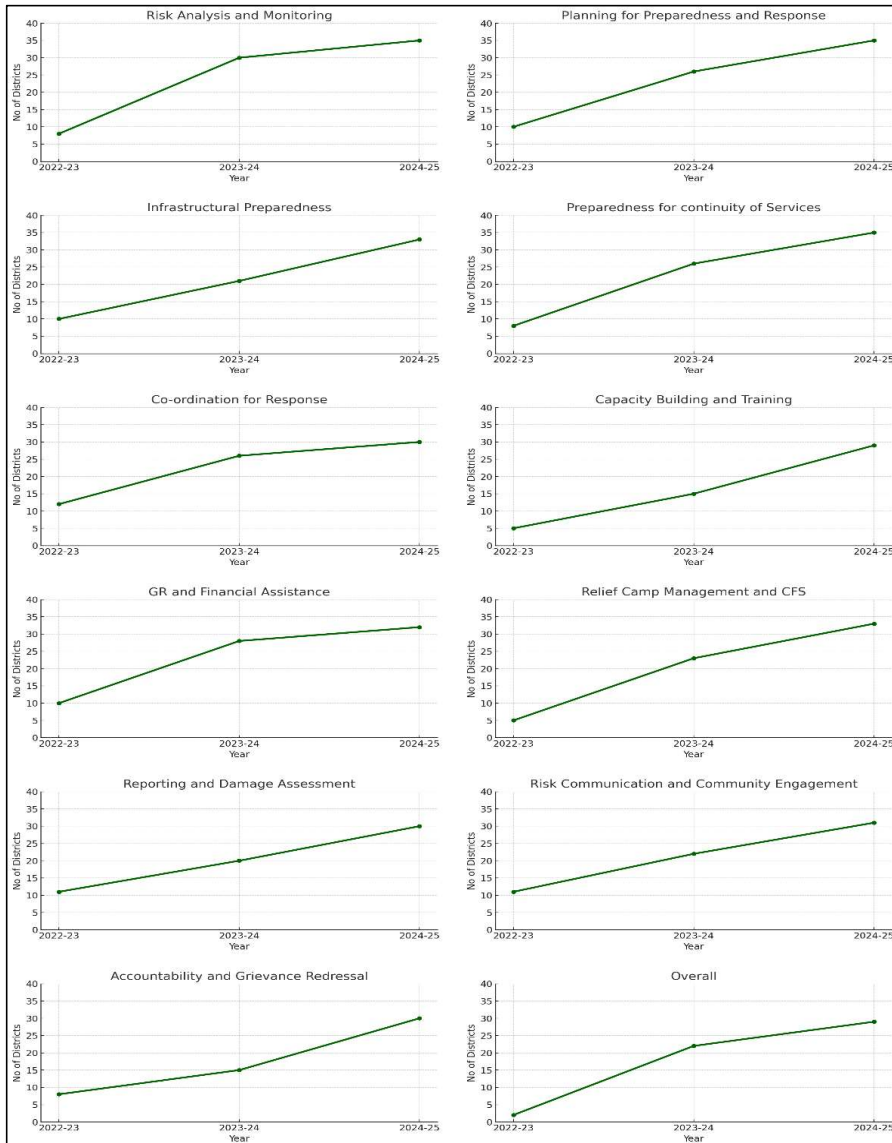
Average District Level FPSC Scores: 2022-2024

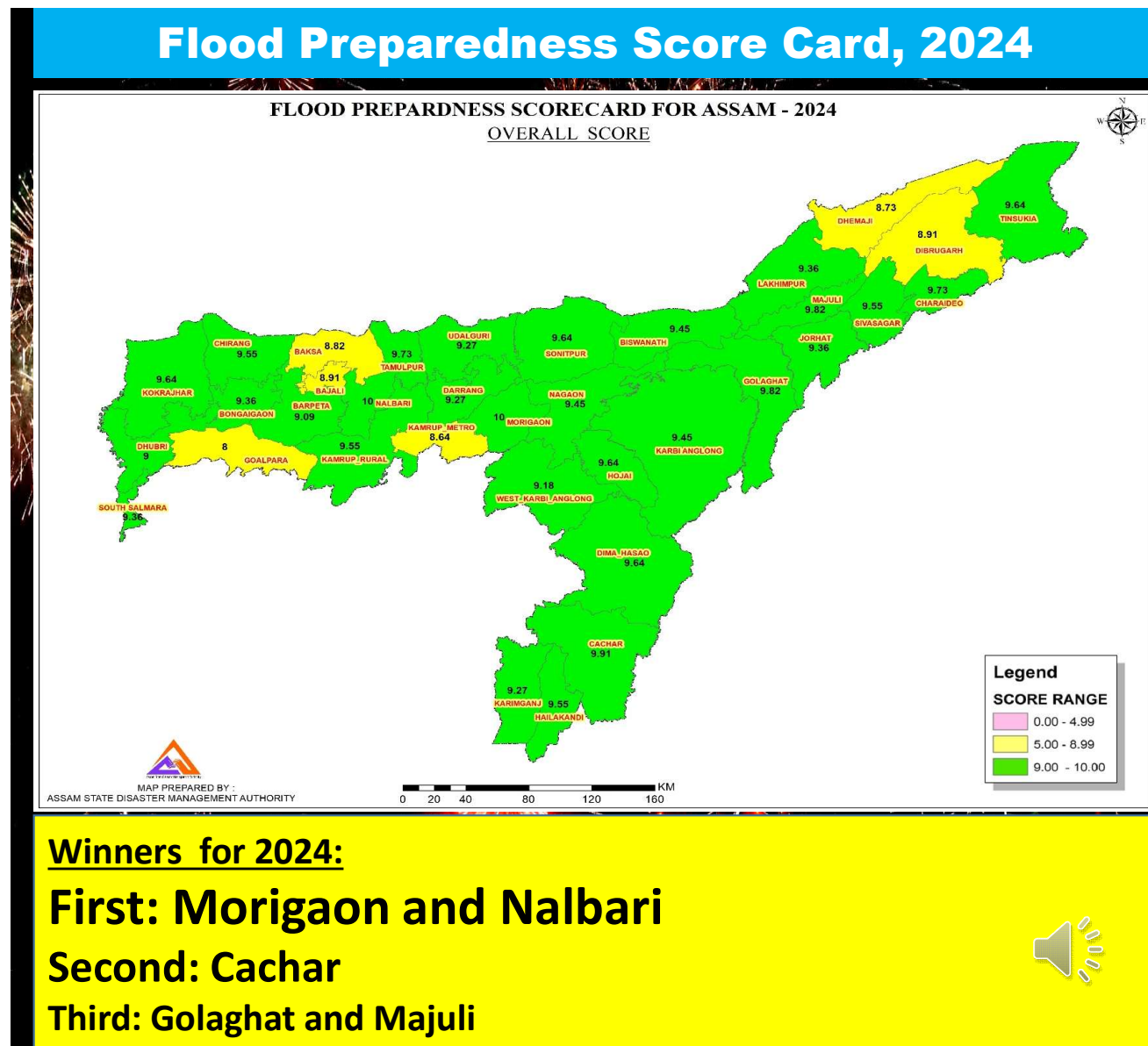
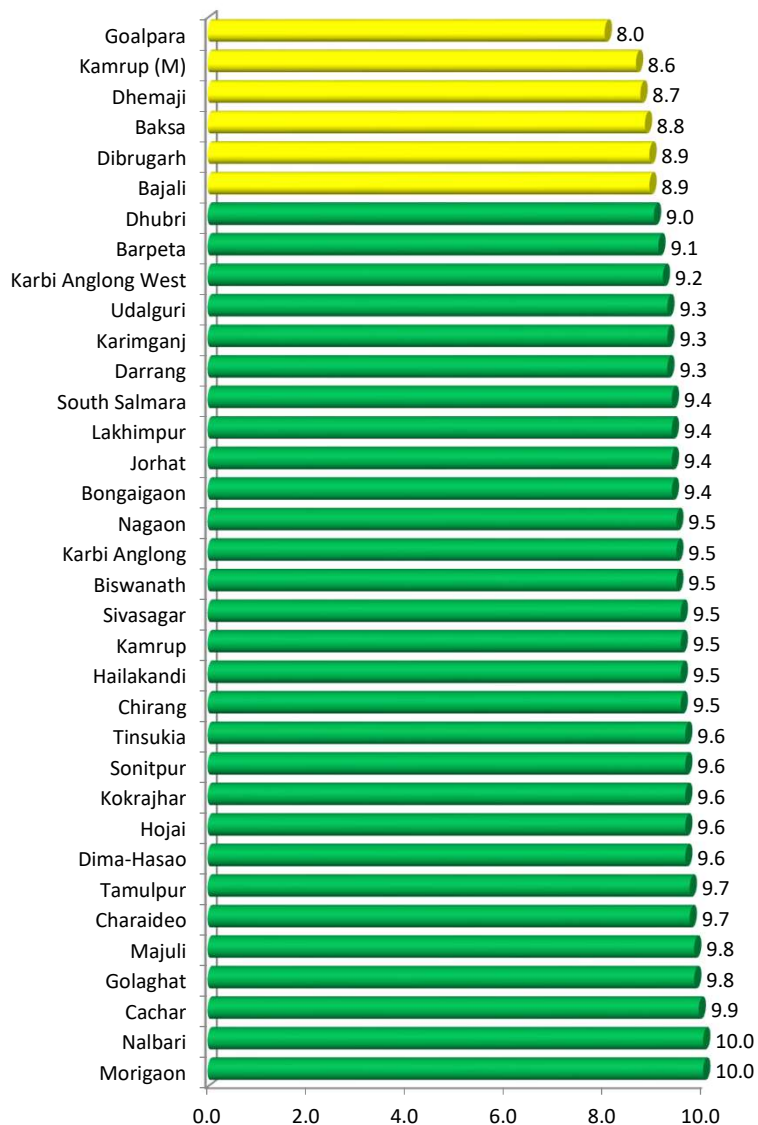


## MPS Wise Improvements in Preparedness in Assam between 2022-23 and 2024-25: increasing trend of Green Zones reveals Augmented Preparedness

**Table showing Trend of transition of districts into Green Zones (score: 9 & Above)**

| MPS                                                        | 2022-23  | 2023-24   | 2024-25   |
|------------------------------------------------------------|----------|-----------|-----------|
| <b>MPS-1: Risk Analysis and Monitoring</b>                 | 8        | 30        | 35        |
| <b>MPS-2: Planning for Preparedness and Response</b>       | 10       | 26        | 35        |
| <b>MPS-3: Infrastructural Preparedness</b>                 | 10       | 21        | 33        |
| <b>MPS-4: Preparedness for continuity of Services</b>      | 8        | 26        | 35        |
| <b>MPS-5: Co-ordination for Response</b>                   | 12       | 26        | 30        |
| <b>MPS-6: Capacity Building and Training</b>               | 5        | 15        | 29        |
| <b>MPS-7: GR and Financial Assistance</b>                  | 10       | 28        | 32        |
| <b>MPS-8: Relief Camp Management and CFS</b>               | 5        | 23        | 33        |
| <b>MPS-9: Reporting and Damage Assessment</b>              | 11       | 20        | 30        |
| <b>MPS-10: Risk Communication and Community Engagement</b> | 11       | 22        | 31        |
| <b>MPS-11: Accountability and Grievance Redressal</b>      | 8        | 15        | 30        |
| <b>Overall (No. of Districts)</b>                          | <b>4</b> | <b>22</b> | <b>29</b> |





## Department-wise Preparedness Questions

| Name of the Departments                                  | Questions |
|----------------------------------------------------------|-----------|
| <a href="#">Soil Conservation Department</a>             | 10        |
| <a href="#">PWD Roads</a>                                | 16        |
| <a href="#">PWD (Building and NH) Department</a>         | 12        |
| <a href="#">Public Health and Engineering Department</a> | 25        |
| <a href="#">Irrigation Department</a>                    | 11        |
| <a href="#">Power Department</a>                         | 11        |
| <a href="#">Home Department</a>                          | 11        |
| <a href="#">Water Resources Department</a>               | 12        |
| <a href="#">Health Department</a>                        | 24        |
| <a href="#">Food and Civil Supplies Department</a>       | 10        |
| <a href="#">Education Department</a>                     | 27        |

| Name of the Departments                                       | Questions |
|---------------------------------------------------------------|-----------|
| <a href="#">Department of Panchayat and Rural Development</a> | 12        |
| <a href="#">Department of Housing and Urban Affairs</a>       | 20        |
| <a href="#">ASDMA</a>                                         | 20        |
| <a href="#">Animal Husbandry and Veterinary Department</a>    | 11        |
| <a href="#">Women and Child Development</a>                   | 19        |
| <a href="#">Revenue and Disaster Management Department</a>    | 29        |
| <a href="#">Agriculture Department</a>                        | 14        |
| <a href="#">Department of Environment and Forest</a>          | 12        |

# ASDMA and Revenue & DM Department



ADMIN LOGIN

## FLOOD PREPAREDNESS SCORECARD 2024



Username

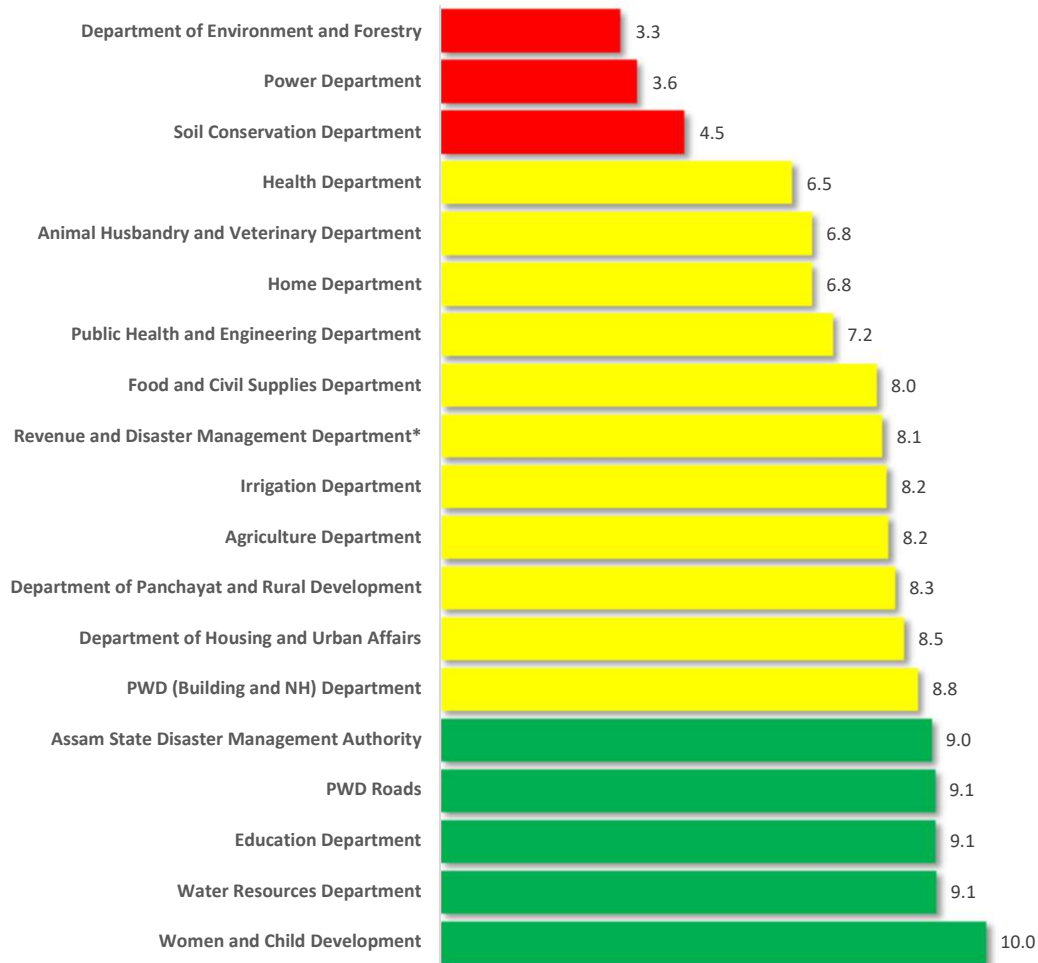
Password

OPERATOR LOGIN

Link for the portal: [Flood Preparedness Score Card](#)

# Department Level Flood Preparedness Score Card 2024

Flood Preparedness Scores of State Departments



## Winners for 2024

**First:**  
**Women & Child Development Department**

**Second:**

- **Water Resources Department**
- **Education Department**
- **PWD Roads Department**

**Average State-Level Preparedness Score:**

1. **Due to State-Level Preparedness : 7.5**
2. **Due to District Level Preparedness : 9.38**

**Back**

## Way Forward

- Mega DBT
- Damage Assessment for immediate restoration
- Post Disaster Needs Assessment (PDNA)- Recovery and Reconstruction



**THANK YOU...**

## MPS 1 Risk Analysis and Monitoring

1. Is there a ready-to-use updated village-wise database of children, women, pregnant women, lactating mother, disabled, people with severe diseases and elderly population?
2. Has the district mapped all vulnerable infrastructure in the district and prepared a department wise summary of those vulnerable infrastructure?
3. Is there a database with bank account details of households in flood-prone villages who are likely to be provided financial assistance in the aftermath of floods as per existing norms?
4. Is there an updated estimate of the number of people who require emergency shelter available circle wise?
5. Has the district identified evacuation routes and safe passages for population who are likely to be affected by monsoon related hazards?



## MPS 2 : Planning for preparedness and Response

1. Are there updated DDMA-endorsed 'preparedness and emergency response plans developed for 2024 for key departments?
2. Has the district conducted reporting, reviews and monitoring with regards to 2024 monsoon preparedness measures with all the stakeholders?
3. Has the 'Flood contingency and response plan' of the district been prepared, notified and published as per the template suggested by ASDMA for 2024
4. Is there an evacuation plan for at risk communities in place and has it been shared with all the relevant stakeholders?
5. Are all SOPs, plans and guidance documents related to flood preparedness and response available in the public domain?



## MPS 3 : Infrastructural preparedness

1. Have all the vulnerable critical infrastructures like bridges, roads, embankments likely to be affected/damaged identified as part of 2024 monsoon preparedness?
2. Have corrective actions been taken to protect them by the department?
3. Have all the vulnerable Social Service infrastructures managed likely to be affected/damaged identified as part of 2024 monsoon preparedness?
4. Have corrective actions been taken to protect them by the department?
5. Has the DDMA taken adequate steps to support the department in the identification of the vulnerable infrastructure and taking corrective measures?



## MPS 4 : Preparedness for continuity of services

1. Has the estimate for the requisite stock of essential commodities and inventory of resources prepared and ready for 2024?
2. Are there adequate number of transportation arrangements both on land and water for reaching to disaster vulnerable areas during the entire monsoon period for 2024?
3. Has an estimate been prepared for the requisite stock of essential and life-saving medicines in the district for 2024?
4. Are there adequate steps taken by the district administration for the continuity of social services like Health, Social Welfare, Education, WASH and Child Protection etc (*E.g., routine health including RMNCH+A services, food supplies, nutrition supplies via ICDS centres, MDM for schools, continuity of learning where schools are affected or used as relief camps, etc.*) planned for the vulnerable groups living in flood prone areas in the district( *including women, children, disabled, elderly etc*) ?
5. Are duty rosters developed, updated and available for deployment during the response in various emergency support functions?



## MPS 5: Co-ordination for Response

1. Has there been co-ordination meetings organised in 2024 with all the line departments for monsoon induced disasters?
2. Has there been a coordination meeting with designated SDRF/ NDRF officials for the flood rescue operation in 2024?
3. Has there been any coordination meeting in 2024 involving NGOs/CSOs and other networks such as Inter Agency Groups to plan, map, mobilize and use their support in flood preparedness and response?
4. Has a meeting being convened in 2024 with the local units of Army & Air Force for coordination?
5. Does the district have adequate arrangements in 2024 in the DEOC with a roster of deployment, designated roles and required equipment for functioning as a flood control room (24\*7)?



## MPS 6 : Capacity Building and Training

1. Is the training for frontline workers particularly ASHA, ANM, ICDS Workers, school teachers, Khallasis of PHED, PRI members and others who have a defined role in flood preparedness and response completed?
2. Are all stakeholders trained on FRIMS, Search & Rescue, Basic First Aid, WASH, Food Safety, Inflatable Rubber Boat Management, children in Emergencies, Triage Management etc?
3. Has there been mock drill/simulation exercise being conducted at the circle and village level?
4. Are the designated officials oriented on financial assistance norms and simplified procedures to facilitate financial assistance during and after floods, landslides, storm, hailstorm and lightening etc? *(Particularly: Who will be covered? How will they be identified? When and how will the transfer be provided? What will be the amount of the transfer?)*
5. Is there a mechanism available to monitor the changes in perspectives and practices after any training on preparedness and response is being provided to the stakeholders?



## MPS 7 : GR and Financial Assistance

1. Has a meeting with Deputy Director, F & CS, Local Chamber of Commerce and Industry and FCI officials to take stock of required essential & relief material's availability (food items, fodder, tarpaulin, kerosene, candle etc.)?
2. Has tender been called in 2024 and rates being fixed for essential items including fodder (Rice bran and wheat bran) in advance?
3. Has the district prepared an estimate for the available and required stock of food grains and cattle feed for 2024 for flood vulnerable areas?
4. Are procurement-related documents such as requisition forms, registers and other documents available and ready to use in 2024?
5. Has an Open Market Sales Scheme (OMSS) arrangement been established in 2024 with FCI for procurement of food grains in advance?



## MPS 8 : Relief Camp Management

1. Is there a village wise, circle wise list of pre-identified Relief camps with details of facilities as provided in Annexure 8 ready for 2024?
2. Has the letter of communication been sent to all departments to ensure compliance with 'Relief Camp Management Guidelines' and SOPs for 2024
3. Has the Relief Camp Monitoring team constituted and notified and oriented on their role in reference to DM Manual, 2015?
4. Has the district estimated the stock of essential GR (such as hand pumps, squatting plates, medicine stock etc as appropriate) required to be pre-positioned in relief camps?
5. Has the mechanism been established for necessary transportation arrangements (road, water and air) to ensure GR is transported in time to each of the designated camps for 2024?



## MPS 9: Reporting and Damage Assessment

1. Has a meeting of the notified Circle Level Task Team (set up in 2021 for damage assessment and disbursement of assistance) been conducted and are members oriented and updated on their role in the 2024
2. Has the DDMA communicated and oriented to all the relevant stakeholders about the new norms of assistance under SDRF?
3. Are there related devices such as computers and printers in working condition in all relevant line departments for timely reporting?
4. Are damage assessment formats and tools ready for use in both hard and soft copies as per existing guidelines?
5. Is there adequate preparedness to complete the damage assessment within 15 days of the situation getting stabilized and submitting report as per timelines defined in the DM Manual



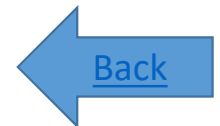
## MPS 10: Risk Communications and Community Engagement

1. Is there a well-defined mechanism for communication to at risk communities for dissemination of Flood Early warning messages, Information about the existing status of embankments and flood protection structures?
2. Has there been targeted awareness generation and community engagement programs conducted in 2024 in flood vulnerable villages to enhance household and community level preparedness?
3. Does the district have ready use communication materials related to flood in local language to be used in different settings (such as in relief camps, informal camps, households etc) ?
4. Is there a risk communication strategy available for sharing of information received from IMD/NESAC/Dam Authorities/ CWC etc to different stakeholders including community living in vulnerable villages?
5. Are NGO's/community organisation/youth groups etc identified, trained and engaged for community engagement and risk communication?



## MPS 11: Accountability and Grievance Redressal

1. Are there measures in place to make the concerned departments accountable in case of delay in response and failure to provide resources/ services as previously committed?
2. Are there arrangements for an adequate number of feedback boxes to be placed at required locations such as relief camps, Revenue Circle Office, DC's Office for collecting feedback from affected communities during flood?
3. Are public meetings planned to listen to, register and redress any grievance related to flood response, recovery and rehabilitation?
4. Is there a mechanism to respond and close the feedback loop based on feedback received from affected communities?
5. Is there a strategy chalked out to handle fake news during disasters like flood, landslide, storm, lightening etc.?



## Water Resources Department

1. Are all the vulnerable embankments identified especially physical conditions of the embankments/dykes including leakages, seepages etc?
2. Are all the list of areas classified as vulnerable by the department shared with ASDMA, DCs and SDOs and other district level officers?
3. Has the department prepared a tentative list of flood control personnel for flood fighting, patrolling on embankments, dykes and other flood protection structures and a patrol team notified by the department to ensure the vigorous patrolling at the reach of the embankments/ dykes and other flood protection structures as soon as the river is within one metre of the danger level start?
4. Has the department updated its Disaster Management Plan for 2024?
5. Has the department created detailed SOPs for flood preparedness, response and rehabilitation issued communications to district and field teams on flood preparedness?
6. Has the department arranged and stored in suitable places: materials required for erecting temporary sheds at the work sites and those required for protection of flood control structures during monsoon?

## Water Resources Department

7. Has the department completed short term emergent flood protection measures in areas, such as drains, closure of breaches, retirement bunds, anti-erosion measures and others?
8. Has the department completed district level joint verification of vulnerable areas along with Deputy commissioners and other relevant officials?( This needs to be completed before 10th May or any date jointly decided with ASDMA?)
9. Are assessment tools and techniques in place to ensure the timely assessment of damaged embankments/dykes, other flood protection structures?
10. Has there been a joint meeting with stakeholders (P&RD, Agriculture department) to render technical assistance to them to undertake repair works involving embankment and bund after floods?
11. Has the department ensured vehicles, boats and launches in fit for-operation conditionn meetings with Railways, Assam State Transport Corporation, Inland Water Transport Organization and other transport agencies for giving priority in transporting essential commodities in the flood affected areas in 2024?
12. Has the department reviewed tools and processes and orientated its staff on possible Post Disaster Needs Assessment after floods for assessing losses and damages to the departmental assets, infrastructure and services?



[Back](#)

## Soil Conservation Department

1. Has the department carried out surveys of existing bunds, channels, water bodies, erosion prone areas, periphery bunds, graded bunds, drainage channels, water bodies that come under its jurisdiction and identified areas for intervention
2. Has the department taken any corrective measures in the form of repair and mitigation?
3. Has the department conducted meetings with other departments like Agriculture, Water Resources and P&RD etc on joint actions to be taken for flood response?
4. Has the department established early warning systems to alert communities of impending floods and provide sufficient time for evacuation in areas where it has implemented/is implementing projects?
5. Has the department updated its Disaster Management Plan for 2024?
6. Has the department created detailed SOPs for flood preparedness, response and rehabilitation issued communications to district and field teams on flood preparedness?
7. Has the department conducted training programs for its staff and its target population (community) on flood preparedness and response?

## Soil Conservation Department

8. Does the department have a stockpile of essential supplies and equipment, such as sandbags, boats, and first aid kits, to be used during a flood?
9. Has the department conducted pre-monsoon scheduled maintenance of water retention structures, such as check dams and percolation ponds, to ensure their effectiveness in withstanding floods in 2024?
10. Has the department reviewed tools and processes and orientated its staff on possible Post Disaster Needs Assessment after floods for assessing losses and damages to the departmental assets, infrastructure and services?



[Back](#)

## PWD Roads

1. Is there a list of the vulnerable infrastructure (Roads and Bridges) district wise available with the department?
2. Has the department mapped the vulnerable infrastructure identified in (1)? Has the data been shared with ASDMA/ DDMA/ ULBs and critical health care services viz. emergency healthcare, emergency services required for rescue/ evacuation, emergency operations and decision making
3. Are all existing protective works such as culverts, bridges and road approaches which required repair before monsoon being identified?
4. Has the department updated its Disaster Management Plan for 2024?
5. Has the department created detailed SOPs for flood preparedness, response and rehabilitation issued communications to district and field teams on flood preparedness?
6. Has the department taken adequate steps to ensure that road-side debris/materials are stacked in proper places so that they are not washed away during floods?
7. Has the department taken adequate steps to ensure that passage of all cross drainage works (bridges and culverts) are clear and free from obstructions to allow easy flow of the flood water?

## PWD Roads

8. Has the department taken adequate steps to restore road communication within the shortest time possible in all the National Highways, state roads and district roads in consultation with the superintending engineer?
9. Has the department taken adequate steps to ensure that no unauthorized cuts are made in PWD roads for draining out of flood water?
10. Has the department taken adequate steps to ensure reporting of submergence of roads to the Deputy Commissioner, Superintending Engineer, Chief Engineer and Secretary, PWD immediately after the occurrence indicating concisely the location and extent of submergence, the fact of closure of traffic?
11. Are all available bailey bridges with the department in good running condition and ready for deployment if needed?
12. Has the department undertaken or participated in coordination meetings with NDRF or SDRF or DDMA and relevant stakeholders to coordinate and support in identifying routes for rescue operations and distribution of relief materials?
13. Has the department conducted trainings or undertaken measures for capacity building of its staff in the light of flood preparedness and response conduct damage assessment and Post Disaster Needs Assessment??

## PWD Roads

- 14. Has the department identified and assigned staff to be deployed for emergency services before the floods and in the emergency response phase ?
- 15. Has the department identified financial resources and allocated budget for strengthening flood resilience of its assets?
- 16. Has the department reviewed tools and processes and orientated its staff on possible Post Disaster Needs Assessment after floods for assessing losses and damages to the departmental assets, infrastructure and services?



## PWD (Building and NH) Department

1. Is there a list of the vulnerable buildings maintained by the department ? (provide a detailed list of vulnerable infrastructure with co-ordinates)
2. Has there been any corrective action taken by the department with regard to the response in Q.1 in 2024? (provide a detailed list of vulnerable infrastructure with co-ordinates)
3. Are all the inventory list of all key equipment and tools in the state that can be mobilized for response and recovery efforts maintained by the department?
4. Has the department taken adequate steps to ensure reporting of submergence of buildings, houses to the DC and other relevant stakeholder immediately after the occurrence indicating concisely the location and extent of submergence/damage?
5. Is there a mechanism to report the nature and extent of damage during flood even where there is no subsidence or after subsidence of flood water, as the case may be and if all communication channels are blocked?
6. Are all Prepositioning of emergency supplies and equipment/tools in high risk concentration areas planned and finalized by the department?

## PWD (Building and NH) Department

7. Has the department updated its Disaster Management Plan for 2024?
8. Has the department created detailed SOPs for flood preparedness, response and rehabilitation issued communications to district and field teams on flood preparedness?
9. Is there a mechanism in place to undertake construction of temporary structures and supporting structures to provide basic services to the affected population during an extended monsoon period?
10. Has there been meetings with ASDMA , P&RD and other relevant stakeholders on establishing emergency mechanism for temporary repairs to buildings and related infrastructure?
11. Has the department organized trainings for its officers/experts/engineers on the flood preparedness, response and recovery including Norms of Assistance under SDRF?
12. Is there a team of trained officials in the state HQ and Divisions equipped with the skills and tools to conduct damage assessment, Post Disaster Needs Assessment and other structural assessment during and after monsoon 2024?



[Back](#)

## Public Health and Engineering Department

1. Has the department assessed and compiled districts wise a lists of Piped Water Supply schemes and other spot sources which are vulnerable to floods with details such as geo-location, history of flooding, target population, alternative arrangement for continuity/immediate restoration in case of impact etc. Are these lists shared and endorsed by DC/SDO of respective districts?
2. Has the department mapped locations which would require supply of drinking water from outside the location during floods?
3. Has the department identified locations where moveable toilets, squatting Plates, Tarpaulin, bamboo etc can be pre-positioned for erecting temporary toilets
4. Does the department have an updated district wise status on functionality of all vehicle mounted water treatment facilities and has it taken steps to keep them ready for the flood season in all districts.
5. Has the department created a database of water sources in the designated flood relief camps tested for quality and taken necessary measures to address water safety issues as identified?
6. Has the department prepared/updated its disaster management plan with a dedicated flood response/contingency plan for 2024 and oriented the officials at all levels on use of the plan

## Public Health and Engineering Department

7. Has the department issued Order/Notifications/SoPs to district level functionaries on flood preparedness and response actions in line with the DM Manual 2015
8. Has the department allocated financial resources for implementation of its disaster management plan with particular reference to flood response/contingency plans
9. Has the department taken specific measures particularly to ensure the following in flood relief camps as per the Relief Camp SoP developed by ASDMA?
  - a. Availability of water (20 litres/person/day and/or 1 hand pump for 200 persons)
  - b. Safety of water sources (distance of hand pumps at least 20 feet from toilet)
  - c. Adequate latrines are available and temporary latrines are set up as per need (Maximum 50 Meters from the designated residential spaces)
  - d. Latrine pits are de-sludge on time
  - e. Separate bathing spaces for male and female
  - f. Privacy in the toilets and bathing spaces
  - g. Proper drainage of waste water
  - h. Monitor safe disposal of solid waste in the available garbage bins or designated locations
10. Is there a district wise list engineering personnel of different categories already available in all the PHE division and the number of additional hands that may be required in each area for relief works in case of heavy floods/landslides/storms etc?

## Public Health and Engineering Department

11. Is there a district wise list of volunteers and trained mason who would be engaged in response and recovery phase for ensuring continuity/immediate restoration of water and sanitation services
12. Is there a PHED Task force notified by the department for all the district headquarters who could be deployed to Relief camps and other important locations for monitoring of emergency needs for children, women and other vulnerable groups?
13. Has the department maintained emergency stock of supplies/ or pre-agreement with suppliers on essential water and sanitation supplies including but not limited to moveable toilets, water tankers, chlorine tablets and other disinfectants, mobile water treatment units, spare parts/equipment's needed for PWSS and other relevant supplies?
14. Has the department planned/identified transportation arrangements to ensure access to safe water in inundated habitations and in temporary shelters?
15. Has the department pre-positioned mobile water purifiers/ Water Treatment Units or providing safe drinking water in flood-vulnerable locations in the State?
16. Are there power backup arrangements made/planned for all major water supply infrastructure in case of power disruption due to electricity grid failure?

## Public Health and Engineering Department

17. Has the department participated in all flood related coordination meetings organized by ASDMA/DDMAs at state and district level and complied to decisions taken during these meetings related to the department.
18. Are there systems available to provide immediate safe drinking water supply for smooth conduct of response activities at hospitals, emergency shelters, schools designated as shelters, relief camps?
19. Has the department taken adequate steps to ensure to the control of water of borne diseases in Relief Camps?
20. Has the department undertaken protection measure of distribution infrastructure (pumps, motors and other facilities)?
21. Has the department developed and pre-positioned IEC materials on WASH in emergencies in local languages which will be used before, during and after floods for engaging and creating sustained behavior change among at-risk and affected communities/households
22. Is the department engaging its volunteers (Swachagrahis/Jal Mitras/Jal Doots), SHGs and Khallasis to increase awareness in their respective jurisdiction on WASH preparedness

## Public Health and Engineering Department

- 23. Has the department established a grievance redressal mechanism with dedicated nodal officers at Circle, Sub-Division, District and State levels to address public grievances related to relief and rehabilitation program
- 24. Are there trained officials within the department on flood preparedness and response including SDRF Norms of assistance?
- 25. Has the department reviewed tools and processes and orientated its staff on possible Post Disaster Needs Assessment after floods for assessing losses and damages to the departmental assets, infrastructure and services?



# Irrigation Department

1. Has the department identified the vulnerable points of irrigation structures like head works, aqueducts, cross drainage, canal embankments and canal system, intake LIC/DTW points?
2. Has the department mapped vulnerable structures and canal systems including vulnerability of mechanical/electrical structures?
3. Has the department prepared tentative list of preventive and mitigation activities to be carried out in flood vulnerable areas and coordinated with other department i.e., WR/P&RD/Agriculture to complete the work before floods 2024?
4. Has the department checked all unauthorized construction likely to damage any structures of irrigation department in flood Vulnerable areas and taken necessary actions thereafter?
5. Has the department taken adequate steps to ensure closing branches of canal embankments, raising and strengthening of embankments to protect agricultural lands against floods or any monsoon related disasters?
6. Has the department reviewed tools and processes and orientated its staff on possible Post Disaster Needs Assessment after floods for assessing losses and damages to the departmental assets, infrastructure and services?

## Irrigation Department

7. Has the department updated its Disaster Management Plan for 2024?
8. Has the department completed short term emergent flood protective measures of electrical/mechanical pump houses, from impending danger from bank erosion?
9. Is there a notification detailing Irrigation personal for round the clock patrolling of Irrigation structures and canal system during floods/landslide/storm prepared at the district level?
10. Has there been any preventive or mitigation measure taken by the department to ensure that irrigation infrastructure is not affected during floods/landslides/storms?
11. Has the department created detailed SOPs for flood preparedness, response and rehabilitation issued communications to district and field teams on flood preparedness?



**Back**

## Power Department

1. Has the department completed the flood induced vulnerability assessment of all power infrastructure under the jurisdiction of the department? Have the vulnerable assets identified been earmarked and listed (District/ RC/ Village wise)?
2. Has the department conducted safety inspections of all its assets and reconciled the output with the vulnerability assessment?
3. Has the department shared the list of vulnerable assets with /ASDMA/DDMAs/ ULBs and other departments involved in providing critical services viz. emergency healthcare, emergency services required for rescue/ evacuation, emergency operations and decision making
4. Has the department updated its Disaster Management Plan for 2024?
5. Has the department created detailed SOPs for flood preparedness, response and rehabilitation?
6. Has the department conducted meetings with all concerned generation, Transmission and Distribution Agencies about flood management SOPs, capabilities and resources?
7. Has the department conducted trainings or undertaken measures for capacity building of its staff in the light of flood preparedness and response

## Power Department

8. Has the department identified and assigned staff to be deployed for emergency services before the floods and in the emergency response phase
9. Has the department ensured division-wise plans with dedicated resources for restoration of power for monsoon related risks
10. Has the department designed and initiated social and behaviour change campaigns to prevent electrocution during floods/storms/landslides/heavy rains etc
11. Has the department reviewed tools and processes and orientated its staff on possible Post Disaster Needs Assessment after floods for assessing losses and damages to the departmental assets, infrastructure and services?



[Back](#)

# Home Department

1. Has the department established mechanisms to ensure fail safe emergency communication plan and initiate measures to reach out to distant communities situated in inaccessible areas during floods?
2. Has the department taken all the necessary steps to ensure that all Response Forces/First Responders are housed in structurally safe buildings and are backed with adequate tools to stage full scale response?
3. Has the department made all arrangements to mobilize response teams to hazard prone locations based on the warning information?
4. Has the department taken adequate actions in 2024 to ensure facilitation of evacuation orders, enforce/monitor process through Police?
5. Are all the resource support required to conduct Search & Rescue Operations pre organized and finalized for 2024?
6. Has the department notified detailed SoP and conducted reviews for Police Personnel and Police Station on actions to be taken pre, during and after floods as well as other disasters?
7. Has the department updated its Disaster Management Plan for 2024?

## Home Department

8. Has the department prepared its SoP and oriented its staff to assist in the management of the dead during floods, landslides and other monsoon related disasters?
9. Has the department Conducted/organized/participated in scenario exercises/table-top exercises/full scale exercises to determine the state of preparedness of key response institutions and provide feedback for improvement?
10. Has there been an order issued to ensure operational readiness of the key functional units within the Home Department?
11. Has the department reviewed tools and processes and orientated its staff on possible Post Disaster Needs Assessment after floods for assessing losses and damages to the departmental assets, infrastructure and services?



[Back](#)

# Health Department

1. Has the department taken adequate steps to undertake hospital safety assessments and identify the shortcomings/gaps to be addressed?
2. Does the department have the database of all health facilities that are vulnerable to floods? Whether this list is shared with and endorsed by SDO (C)/ DC?
3. Has the department prepared a list of government health facilities which are likely to be eroded due to river erosion with details of their location, services provided by these facilities, beneficiary coverage, current erosion level, possible relocation site etc
4. Does the department maintains a district wise/zone wise database of people with severe diseases, pregnant women and lactating mothers, infants and babies, SAM and MAM children in flood prone areas in collaboration with WCD?
5. Is there an operational arrangement for detection, monitoring, prevention and management of infectious-diseases during floods/other disasters under the IDSP structure?
6. Does the department have district wise compiled lists of places identified as alternative spaces for setting up makeshift hospitals and have identified/planned for resources?

## Health Department

7. Does the department have an updated status of repairing/reconstruction of health facilities which were previously affected by floods/erosion?
8. Has the department assessed the availability and requirement of medicine, ambulance services, equipment, instruments, medical experts, medical support staff and paramedics for responding to Monsoon related disasters in 2024?
9. Has the department prepared/updated its disaster management plan with a dedicated flood response/contingency plan, mass casualty care, model hospital contingency plan and related matters for 2024 and oriented the officials at all levels on use of the plan?
10. Has the department issued Order/Notifications/SoPs to district level functionaries on flood preparedness and response actions in line with the DM Manual 2015?
11. Has the department updated its Disaster Management Plan for 2024?
12. Has the department allocated financial resources for implementation of its disaster management plan with particular reference to flood response/contingency plans?
13. Has the department developed a roster of health care experts and establish networking of key hospitals across the state for emergency health operations?

## Health Department

14. Has the department notified medical teams at the district level including nodal officers for Disaster Management for ground support during flood/landslide response?
15. Is there adequate arrangement to ensure safety of Drug Ware House and movement of essential drugs and medicines during acute inundation phase?
16. Has the department provided adequate training to impart skill and training to medical practitioners/private sector hospitals/private pharmacy to function during disaster and post-disaster situations?
17. Has the department worked towards developing a cadre of volunteers trained in basic first aid for augmenting their monsoon response for 2024?
18. Has the department taken adequate steps to evaluate and undertake action towards prevention of water and vector borne diseases after severe rainfall/flood event?
19. Has the department taken adequate steps to create fail safe communication network among select medical facilities across the state?
20. Has the department established necessary power back-up measures for primary, secondary and tertiary tier of medical facilities especially in flood prone areas?

## Health Department

- 21. Is there a mechanism established to ensure continuity of routine immunization & special vaccination during and after flood/other disasters?
- 22. Has the department taken steps to ensure psycho-social support and care to disaster affected population in 2024?
- 23. Has the department taken initiatives to prevent/respond to snake bites during floods/monsoon?
- 24. Has the department reviewed tools and processes and orientated its staff on possible Post Disaster Needs Assessment after floods for assessing losses and damages to the departmental assets, infrastructure and services?



[Back](#)

## Food and Civil Supplies Department

1. Has the department arranged the procurement of controlled commodities like rice and maintain a reserve stock of the required quantities of these items in specified places, with the government agencies to be released during the floods on a requisition from the DC?
2. Has the department completed discussions with representatives of the Chamber of Commerce, local traders and co-operatives and finalized the availability of adequate stock of other non-controlled essential commodities like edible oil, salt, kerosene, free sugar, gur, pulses, potatoes, Baby food, wheat bran which could be made available to DC's for relief works?
3. Is the department ready with arrangements for procurement and transportation of food items for scenarios where items not available in the affected district/s?
4. Has the department monitored existing stock of resources required for flood response and undertaken periodic checks of stored items?
5. Does the department maintain stock of essential commodities, particularly the controlled commodities not only in the affected areas but also in the other areas of the districts

## Food and Civil Supplies Department

6. Has the department issued Order/Notifications/SoPs to district level functionaries on flood preparedness and response actions in line with the DM Manual 2015?
7. Has the department updated its Disaster Management Plan for 2024?
8. Has the department taken adequate measures to prevent hoarding and localized price inflation in the event of flood/disasters in districts
9. Has there been meetings with Railways, Assam State Transport Corporation, Inland Water Transport Organization and other transport agencies for giving priority in transporting essential commodities in the flood affected areas in 2024?
10. Has the department reviewed tools and processes and orientated its staff on possible Post Disaster Needs Assessment after floods for assessing losses and damages to the departmental assets, infrastructure and services?



[Back](#)

## Education Department

1. Has the department prepared a district wise list of Government and aided schools in flood vulnerable areas showing particulars of buildings i.e., location, built up area in square meters, enrolment, accessibility by road during floods etc in respect of each school? Are these lists shared and endorsed by DC/SDO of respective districts?
2. Has the department prepared a list of schools which are likely to eroded due to river erosion with details of their location, enrolment, current erosion level, possible relocation site etc
3. Has the department established a monitoring system to track continuity of teaching and learning activities during floods?
4. Does the department have a system to monitor and enhance safety of children commuting through water bodies to reach school (through boats)
5. Has the department compiled district wise database of schools which are pre-identified as relief camps along with the number of students (age, gender and class wise) in those schools?
6. Does the department have district wise compiled lists of places identified as alternative spaces for continuity of school education for schools which are identified as vulnerable or have a history of being affected by floods or are identified to be used as relief camps as per National School Safety Policy 2016?

## Education Department

7. Has the department earmarked resources to set up temporary makeshift schools with relevant guidelines for transitional period (till school buildings are repaired/rebuilt)
8. Does the department have an updated status of repairing/reconstruction of school buildings which were previously affected by floods/erosion
9. Has the department prepared/updated its disaster management plan with a dedicated flood response/contingency plan for 2024 and oriented the officials at all levels on use of the plan
10. Has the department issued Order/Notifications/SoPs to District level functionaries on flood preparedness and response actions in line with the DM Manual 2015?
11. Has the department allocated financial resources for implementation of its disaster management plan with particular reference to flood response/contingency plans
12. Has the department notified teachers and other staff district wise for flood related tasks as per requirement of the DC/SDO? Are these notifications shared with and endorsed by DC/SDO of respective districts?
13. Has the department created adequate stock/earmarked resources for emergency procurement of educational continuity materials including supply of text books, note books and school bags for children affected by floods

## Education Department

14. Has the department prepared a district wise list of N.C.C cadets / Scouts/ NSS volunteers from the District Sports Office who shall be available for flood relief work if required by DC/SDO as listed in the DM Manual? If prepared, such lists are shared with and endorsed by DC/SDO of respective districts?
15. Has the department notified a team of officials/teachers/experts/other stakeholders who would support the district administration in the continuity of educational services during disasters?
16. Has the department participated in all coordination meetings related to flood preparedness organized by ASDMA
17. Has the department complied to decisions taken and assigned to the department during the state level flood preparedness review meetings
18. Does the department maintain a database of pre-monsoon preparedness meetings held a by its district/sub-division/block/circle level teams and have provided support as requests received
19. Has the department given instructions to district to prepare list of teachers who can support in ensuring child friendly spaces as per the guidelines issued by ASDMA?
20. Has the department created pedagogy and materials that can be used in Child Friendly Spaces as per duration of stay if children as per the Child Friendly Spaces Guideline of Assam?

## Education Department

- 21. Has there been training of teachers on skills, tools and techniques for education in emergencies including in Child Friendly Spaces?
- 22. Has the department taken adequate steps to ensure the training of teachers on Flood/Landslide response with specific focus on basic first-aid, select search, rescue methods etc
- 23. Has there been educational curricular and co-curricular activities with children in school on flood safety
- 24. Have children in flood prone areas been engaged in flood mock drills and similar simulation exercises by schools
- 25. Are schools engaged in promoting flood awareness in neighboring communities.
- 26. Are flood related communication materials displayed in schools
- 27. Has the department reviewed tools and processes and orientated its staff on possible Post Disaster Needs Assessment after floods for assessing losses and damages to the departmental assets, infrastructure and services?



## Department of Panchayat and Rural Development

1. Has the department in consultation with ASDMA and relevant DDMA's mapped all places for establishing relief camps in or near flood vulnerable villages?
2. Has the department directed PRI members/ secretaries to designate trained officials/frontline workers who can undertake quick assessment of ground situation and remain activated( for addressing to shelter/medial response/law and order/communication/water supply and sanitation etc) in case of a disaster hitting any villages or group of villages?
3. Has the department co-ordinated with ASDMA/DDMA or other relevant stakeholder to identify spaces for emergency landing of relief materials to vulnerable villages?
4. Has the department sent instructions to the Panchayats and Zila Parishads for joint Flood Preparedness Review Meeting/s with Circle offices/ DDMA's and planning for response?
5. Has the department sent instructions to all PRI and ZP officials to support the DDMA in ensuring continuity of services in flood vulnerable villages?
6. Has the department reviewed tools and processes and orientated its staff on possible Post Disaster Needs Assessment after floods for assessing losses and damages to the departmental assets, infrastructure and services?

## Department of Panchayat and Rural Development

7. Has the department updated its Disaster Management Plan for 2024?
8. Has there been co-ordination meeting with CSO networks such as IAG, philanthropic organizations, CSR agencies etc on coordinated flood preparedness and response actions in villages?
9. Has the departments designed and facilitated flood preparedness mock drills and simulations in flood prone Gaon Panchayats?
10. Has there been orientation of department officials on flood preparedness and response including the updated SDRF norms of assistance?
11. Has the department inspected and developed list of existing and functional assets and infrastructure created under schemes such as MGNREGS which are crucial in flood response at district level ?
12. Has the department created detailed SOPs for flood preparedness, response and rehabilitation issued communications to district and field teams on flood preparedness?



[Back](#)

## Department of Housing and Urban Affairs

1. Is there a district wise and location wise database of vulnerable population and infrastructure for all towns and cities available with the department for planning for response?
2. Has the department taken adequate steps in identifying all possible water logging points in urban areas and plotted them on a map? Has the map being shared to ASDMA?
3. Has the department developed a robust flood response plan for all vulnerable Class I, Class II and Class III towns?
4. Has the department in consultation with ASDMA and relevant DDMA's identified spaces for establishing relief camps/temporary shelter/temporary housing in towns/cities or areas near such towns/cities likely to be affected by floods?
5. Has the department directed urban local governments and allied urban systems to designate trained officials who can undertake quick assessment of ground situation and remain activated( for addressing to shelter/medial response/law and order/communication/water supply and sanitation etc) in case of a disaster hitting any urban area?
6. Is there an assessment being made to identify spaces for emergency landing of relief materials in or near all vulnerable urban centres in the state?

## Department of Housing and Urban Affairs

7. Has the department sent instructions to the districts for joint Flood Preparedness Review Meeting/s with the DDMA's to understand issues, concerns and needs in urban areas including those spaces which are susceptible to urban flooding?
8. Has the department reviewed tools and processes and orientated its staff on possible Post Disaster Needs Assessment after floods for assessing losses and damages to the departmental assets, infrastructure and services?
9. Has the department updated its Disaster Management Plan for 2024?
10. Has the department planned for undertaking urban search and rescue, medical care/mass casualty care etc during response?
11. Has the department taken adequate steps to ensure debris management including solid and liquid waste management during and after floods/ landslides/storms etc?
12. Are there logistics arrangements for transportation of relief supplies in extraordinary situations (between districts or from other states) finalized based on learning from 2022 floods?
13. Has there been a coordination meeting with all the relevant stakeholders to ensure the continuity of social services(WASH, Health, Social Welfare, Child Protection etc) in areas usually affected by floods in urban areas?

## Department of Housing and Urban Affairs

14. Has there been co-ordination meeting with CSO networks such as IAG, philanthropic organizations, CSR agencies etc on coordinated flood preparedness and response actions in towns and cities?
15. Is there a mechanism in place to ensure delivery of quality services in relief camps or temporary shelters or places resembling like relief camps in towns and cities?
16. Has the departments designed and facilitated flood preparedness mock drills and simulations in flood prone towns and cities?
17. Has there been orientation of department officials on the flood preparedness and response including updated SDRF norms of assistance?
18. Are all drain clearing and repair works completed in all major towns and cities to reduce water logging?
19. Has the department pre-positioned adequate pumping equipments and tools with designated operators for draining out water in all identified vulnerable areas of major cities and towns?
20. Has the department created detailed SOPs for flood preparedness, response and rehabilitation issued communications to district and field teams on flood preparedness?



[Back](#)

# ASDMA

1. Has ASDMA taken adequate steps to ensure proper maintenance of the communication related equipments required for flood/landslide response?
2. Is there a ready to use district list of helipads with geo coordinates for emergency use?
3. Has there been meeting on improving risk communication for Monsoon 2024?
4. Has there been meeting on Relief Camp Management and stakeholders made understood about their roles and responsibilities during response?
5. Has there been meeting on strengthening co-ordination for response with all relevant stakeholders?
6. Has there been Flood Preparedness Review Meeting/s with the DDMA's to understand their issues, concerns and needs for support from state for flood preparedness identified?
7. Are all the issues, concerns and needs for support for flood preparedness in 2024 raised by the DDMA's during the review meeting addressed by ASDMA?
8. Are preparedness measures of SDRF/NDRF/F&ES/Civil Defense reviewed and modalities finalized for prepositioning and Flood Response in 2024?
9. Are orders being sent to all the districts to update their plan and upgrade their preparedness strategies for 2024?

# ASDMA

10. Are there logistics arrangements for transportation of relief supplies in extraordinary situations (between districts or from other states) finalized based on learning from 2022 floods
11. Are adequate measures taken for Direct Benefit Transfers to affected population taken?
12. Are Aapda Mitra Volunteers oriented and trained on their engagement in flood preparedness/response?
13. Are trainings/orientation on Relief Camp Management to relevant stakeholders being conducted at the state level?
14. Is there a Relief Camp Monitoring team who would support ASDMA and DDMA's in devising strategies for smooth functioning of Relief services and Relief Camp Management notified at the state level?
15. Has the ASDMA designed and facilitated flood preparedness mock drills and simulations in flood prone districts?
16. Is the Flood early warning system developed with NESAC fully functional ?
17. Whether adequate mechanism in place and DDMA's are oriented for dissemination of alerts to all citizens in the state?
18. Is the Disaster Reporting and Information System (FRIMS) fully functional and tested for use in 2024?
19. Have there been meetings on preparatory actions for damage assessment with relevant stakeholders?
20. Are all equipments and tools in DEOCs and SEOCs checked and fully operational?



[Back](#)

## Animal Husbandry and Veterinary Department

1. Has the department made an assessment/ has an estimate of the livestock(cows, goats, buffaloes, Ducks, Hens, Pigeons, Pigs etc) in each district likely to need emergency shelter during floods in each district?
2. Has the department maintained a district level database of all available and required resources ( shelter, fodder requirements, veterinary equipment etc) which could be of potential use during flood/landslide/storm response?
3. Has the department taken adequate steps for Detection, diagnosis, assessment of risk and surveillance system for eradicate, prevent and control animal diseases?
4. Are there trained officials in the department for the assessment of injured domestic animals and undertake treatment measures?
5. Has the department updated its Disaster Management Plan for 2024?
6. Has the department created detailed SOPs for flood preparedness, response and rehabilitation issued communications to district and field teams on flood preparedness?
7. Has the department made arrangements at district and block/circle level for supply and distribution of fodder and other materials during floods/landslides including in relief camps/temporary shelters/affected areas?

## Animal Husbandry and Veterinary Department

8. Has the department ensured operational infrastructure support including cattle camps, feeding centres, veterinary aid centres etc in all flood prone districts in the state?
9. Has the department arranged pre-monsoon vaccination for cattle in flood-prone areas of all districts
10. Has the department developed plan, trained officials and tested capacities for burial and management of animal carcass post floods/disasters?
11. Has the department reviewed tools and processes and orientated its staff on possible Post Disaster Needs Assessment after floods for assessing losses and damages to the departmental assets, infrastructure and services?



## Women and Child Development

1. Has the department prepared a district wise list of Anganwadi Centres (Own building as well as rented) in flood vulnerable areas showing particulars of buildings i.e., location, built up area in square meters, enrolment, accessibility by road during floods etc in respect of each AWC? Are these lists shared and endorsed by DC/SDO of respective districts?
2. Does the department maintains a district wise/zone wise database of people with severe diseases, pregnant women and lactating mothers, infants and babies, SAM and MAM children in flood prone areas in collaboration with Health department?
3. Has the department prepared a list of Anganwadi Centres (Own building as well as rented) which are likely to eroded due to river erosion with details of their location, enrolment, current erosion level, possible relocation site etc
4. Has the department established a monitoring system to track continuity of early childhood development/ early childhood care and education activities during floods?
5. Does the department have district wise compiled lists of places identified as alternative spaces for continuity of AWC activities for AWCs which are identified as vulnerable or have a history of being affected by floods
6. Has the department earmarked resources to set up temporary makeshift AWCs with relevant guidelines for transitional period (till school AWCs are repaired/rebuilt)

## Women and Child Development

7. Are all newly constructed Model Anganwadi Centres disaster resilient by design?
8. Has the department prepared/updated its disaster management plan with a dedicated flood response/contingency plan for 2024 and oriented the officials at all levels on use of the plan
9. Has the department issued Order/Notifications/SoPs to district level functionaries on flood preparedness and response actions in line with the DM Manual 2015?
10. Has the department allocated financial resources for implementation of its disaster management plan with particular reference to flood response/contingency plan
11. Has the department notified focal points at all levels (including but not limited to DCPO, CDPO, Program Coordinators (NNM) and Anganwadi Supervisors, Workers, and Helpers for planning, pre-positioning and delivering essential services (nutrition, child protection, care of vulnerable groups including elderly, disabled and women) during disasters/emergencies as per requirement of the DC/SDO? Are these notifications shared with and endorsed by DC/SDO of respective districts?
12. Has the department notified and assigned Counsellors working under the department for periodic visit and necessary psycho-social support to camp inmates particularly children and women? Whether they have been on counselling in emergencies?

## Women and Child Development

13. Has the department taken adequate measures to ensure optimal infant and young child feeding practices i.e., protect, support and promote early initiation of breast feeding within 1 hour of birth and exclusive breastfeeding of infants for six months, counsel on safe, adequate and acceptable complementary food for children with continued breastfeeding for 2 years and above, continuation of IFA supplementation to Pregnant women, lactating mothers and Adolescent girls?
14. Has the department made necessary arrangements in collaboration with the health department to support identification, referral and care of malnourished children.
15. Has the department participated in all coordination meetings related to flood preparedness organized by ASDMA?
16. Has the department given instructions to District Social Welfare Officers to prepare location/relief camps wise list of Anganwadi workers and helpers who can support in ensuring child friendly spaces as per the guidelines issued by ASDMA?
17. Are community education (material support and activities) on promoting early initiation and exclusive breastfeeding and timely quality complementary feeding for young children and also special nutritional needs of pregnant and lactating mothers being completed?

## Women and Child Development

18. Has the department taken up special programs/awareness drive to increase community awareness on flood preparedness focusing on children and women
- 19 Has the department reviewed tools and processes and orientated its staff on possible Post Disaster Needs Assessment after floods for assessing losses and damages to the departmental assets, infrastructure and services?



## Revenue and Disaster Management Department

1. Has there been a meeting with agencies equipped with disaster information systems to share satellite data and related analysis indicating the level of hazard or vulnerability or potential threat/risk?
2. Is there a district wise database of estimated population who would require relief and emergency shelter in 2024?
3. Is there clear demarcation of roles between R&DM department and ASDMA in all phases of flood management including prevention/mitigation, preparedness, response, recovery and rehabilitation
4. Has the State Executive committee been appraised of existing flood and landslide preparedness strategies and planning?
5. Has the department notified a team of officials for supporting ASDMA on all preparedness activities in the State?
6. Is there a system to monitor continuously the field situation and determine activation/ deactivation of disaster response?
7. Has the department allocated adequate funds for preparedness, response, Relief and Rehabilitation programmes in its annual budget?
8. Are schemes of relevant departments identified and communication issued to relevant departments regarding the flexible activities to be implemented under such schemes related to flood preparedness, response and recovery such as MGNREGS for restoration of roads, PMVVY benefits to be transferred to women in camps, Mid-day meals to be distributed to children in camps etc

## Revenue and Disaster Management Department

9. Is there a team (Monsoon Forum as mentioned in the DM Manual) established with senior officers from the department along with line departments and other relevant experts who would co-ordinate flood preparedness, response, recovery and rehabilitation?
10. Is the department organizing internal meetings to check the 'state of readiness' of all hazard risks/conduct preparedness audits and direct actions?
11. Is there an updated district wise utilization status of funds allocated to districts under SDRF for last years flood and reminders issued for pending UCs?
12. Has the department reviewed physical and fiscal progress under various schemes related to restoration, recovery and reconstruction taken up by specific departments using SDRF resources
13. Does the department have a consolidated status of revenue circle and districts who have called for tenders and have finalized vendors for flood relief materials
14. Is there a state level tender/EoI process to empanel vendors for relief supplies (for situations where districts are not able to procure)?

## Revenue and Disaster Management Department

15. Are orders/notifications regarding special procurement related to disaster assistance such as OMSS, cattle feed procurement, locally available baby food procurement etc sent to districts?
16. Are funds for managing disaster assistance as per norms released to districts?
17. Is there an updated utilization status of funds allocated to departments under SDRF for last years flood and reminders issued for pending UCs?
18. Has the department participated in all coordination meetings related to flood preparedness organized by ASDMA
19. Does the department maintain a database of pre-monsoon preparedness meetings held at Circle/Sub-Division/District level
20. Has the department issued GR guidelines to districts as per current norms
21. Has the department issued SoP for expedited relief distribution and effective utilization of R&DM human resource in flood management
22. Does the department track physical and financial progress of funds allocated for relief/rehabilitation to the districts
23. Has the department issued supplementary instructions/orders for compliance to the relief camp management SoP issued by ASDMA

## Revenue and Disaster Management Department

- 24. Has the department reviewed protocols for the dissemination of early warning information?
- 25. Is the department encouraging Gaon Burahs/Mandals to increase awareness in their respective jurisdiction on rights and entitlements of disaster affected people.
- 26. Has the department established a grievance redressal mechanism with dedicated nodal officers at Circle, Sub-Division, District and State levels to address public grievances related to relief and rehabilitation program
- 27. Are the Deputy Commissioners of the district oriented to provide comprehensive report immediately after the closure of the flood relief operations in the district to the department through proper channel and as per prescribed formats?
- 28. Is the department ready with baseline information required for rapid compilation of flood memorandum
- 29. Has the department reviewed tools and processes and orientated its staff on possible Post Disaster Needs Assessment after floods for assessing losses and damages to the departmental assets, infrastructure and services?



[Back](#)

# Agriculture Department

1. Has the department made an assessment on the acreage under crops and number of cultivators (Landless/marginal/small etc) likely to be affected in each district? If not made already, is there a plan to complete the assessment by 30th April( as envisaged in DM manual 2015)?
2. Are there mechanisms at the district level available to collect agricultural statistics on crop area affected and number of farming households (By category) affected by flood along with the assessment of damage to crops in monetary value?
3. Has the department prepared/updated block-wise agricultural map showing areas under different crops and forwarded a copy each to the Deputy Commissioner, the Zonal Joint Director of Agriculture and the Director of Agriculture for ready reference and estimate in case of a major flood?
4. Is the assessment on the requirement of seedlings and manures for grants; and agricultural loans in cash and kind (seeds, seedling, manures, and agricultural implements bullocks) for flood affected areas completed?
5. Is the assessment on the requirement and arrangement for pesticides for protection of crops after floods and tools and plants relief works completed?
6. Has the department updated its Disaster Management Plan for 2024?

## Agriculture Department

7. Has the department created detailed SOPs for flood preparedness, response & rehabilitation and issued communications to district and field teams on flood preparedness?
8. Has the department at the district level made arrangements for raising seedling in specific government agriculture farms/nurseries?( As per the DM Manual 2015, If the quantity to be raised in the government farms/nurseries is not enough, the balance should be raised by arrangement with cultivators)?
9. Is there a mechanism in place to render technical guidance to the needy cultivators in flood vulnerable areas for salvage and protection of surviving crops and rising of such varieties of crops as may be suitable during the season or in the next cropping season?
10. Has the department maintained a district level database of all available and required equipments which could be of potential use during flood/landslide/storm response?
11. Has the department developed/updated village-wise list of farmers insured under PMFBY which can be readily referred to for verifying and supporting claim processes in the event of a disaster?

## Agriculture Department

12. Are there systems and mechanisms to ensure moving of farm equipment to safe locations during floods? Has the department issued orders/guidelines to districts in this regard as part of monsoon preparedness?
13. Is the department equipped with adequate number of technical human resources, equipments and methodologies for conducting damage assessments and Post Disaster Needs Assessment?
14. Has the department reviewed tools and processes and orientated its staff on possible Post Disaster Needs Assessment after floods for assessing losses and damages to the departmental assets, infrastructure and services?



## Department of Environment and Forest

1. Is there a district wise and location wise database of flood/erosion/landslide vulnerable population including indigenous people living in and near forests area available with the department for planning for response?
2. Is there a mapping of vulnerable locations with details of all threatened/endangered species in all protected forests area available with the department for planning for response?
3. Has the department maintained a district level database of all available and required resources which could be of potential use during flood/erosion/landslide/storm response?
4. Has the department updated its Disaster Management Plan for 2024?
5. Has the department created detailed SOPs for flood preparedness, response and rehabilitation issued communications to district and field teams on flood preparedness?
6. Has the department ensured raised platforms for shelter and stockpiling of adequate food and other necessities for wild animals in flood prone national parks/BR/WS/Forest areas?
7. Has the department taken adequate steps to reduce the risk of animal depredation in floods and landslides vulnerable/affected villages in the state?

## Department of Environment and Forest

8. Has the department taken adequate steps for Detection, diagnosis, assessment of risk and surveillance system for eradication, prevention and control of diseases among wild animals during monsoon?
9. Has the department coordinated with relevant departments/stakeholders to take necessary measures and treatment of injured animals?
10. Has the department taken adequate measures for protection and care of abandoned animals during floods and landslides?
11. Is there a well defined mechanism to disseminate flood/landslide/storm etc. early warning information at all administrative levels to the relevant stakeholders?
12. Has the department reviewed tools and processes and orientated its staff on possible Post Disaster Needs Assessment after floods for assessing losses and damages to the departmental assets, infrastructure and services?



[Back](#)

**THANK YOU...**